



TAUNTON
SCHOOL



TAUNTON SCHOOL INTERNATIONAL MIDDLE SCHOOL
PARENT HANDBOOK

2020 / 21



CONTENTS

	PAGE
Welcome from the Principal	3
Important Information	4
TSIMS Vision & Values	5
Key Contacts	6
Useful Contact Information & Emergency Phone Numbers	7
School Address & Travel Information	8
Term Dates & Absence Information	9
Guardianship Policy	10
School Uniform	12
Packing List	13
Medical Information	14
Electronic Devices & Contact Guidelines	15
School Billing & Finance	16
Pocket Money & Extra Costs	17
Assessment, Co-Curricular & Food	18
Laundry, Insurance & Campus Map	19
Safeguarding	20
Boarding Pricipals & Practice	21
The TSIMS Model	22

WELCOME FROM THE PRINCIPAL

At Taunton School International we strongly believe that we have a unique offering. An International Middle School located in a beautiful, traditional Manor House, providing a stepping stone into British Education for 8 – 14 year olds, and an International Senior School offering GCSE/Pre-IB as well as Pre-Foundation/ Foundation programmes for students aged 14-18.

We are passionate about meeting students' individual needs and preparing them academically, socially and pastorally for their next school, for university, their career and the endless possibilities that lie ahead of them in the twenty-first century.

Our aim is to challenge every individual student to reach their potential. Academically, students are taught by our subject specialist teachers, experienced in delivering English as an Additional Language (EAL). They are here to help our students develop confidence, independence and lifelong skills.

Socially, our students have a wide range of activities on offer to them and we encourage them to participate in the wider community outside of their lessons. Some of the many activities offered include music, swimming, golf, and horse riding and they join the Taunton School boarders for a full programme of social events and cultural excursions.

Pastorally, students get a lot of individual support and care from our dedicated and caring house staff. We have over twenty years of experience in caring for international students at Taunton School International and continue to focus on nurturing the whole student.

If you would like to visit and see for yourself, please get in touch with our Admissions team.

We look forward to welcoming your son or daughter to Taunton School International.

Adrian Hallworth B.Sc. (Hons.), P.G.C.E, DELTA, M.Ed.
Principal, TSI and TSIMS





IMPORTANT INFORMATION

Before starting at Taunton School International, it is important that parents complete and return a number of forms (see below) which provide the school with important information about your child.

Once you have read through the Parent Handbook, could we please ask you to complete all four forms and return them to the Admissions team (admissions@tauntonschool.co.uk) as soon as possible and no later than one month prior to your child's arrival date.

Your cooperation in this matter is much appreciated.

1. Medical information

Please read the letter from the Sister in Charge [click here](#), read our Health Care information [click here](#) and complete the Medical Questionnaire [click here](#).

2. Indemnity and Consent

Please read, complete and return the form which can be found in the Parents' Joining Pack.

3. Guardianship

All international boarding students must appoint a UK based guardian for the duration of their education at Taunton School.

For further information please refer to the Guardianship terms and conditions on **page 10** of this handbook.

Once the student's guardian has been confirmed please [click here](#) to complete the guardianship form.

4. Special Educational Needs

To assist the school in providing the best possible educational provision for your child, please [click here](#) to complete the questionnaire covering any special educational needs your child might have.



TSIMS VISION & VALUES

Our Vision:

To provide a safe, happy and respectful environment in which we nurture, challenge and inspire young people of diverse nationalities to enable them to achieve their full potential.

Our Mission Statement:

To prepare students aged 8-14 for successful entry into the British education system at an age appropriate level through the provision of a broad, flexible and enriching education experience.

Our Core Values

Academic:

- Our teaching is inspirational, holistic, engaging, focused, varied, active and fun and is designed to challenge and stretch students to be the best they can;
- We offer a wide curriculum, tailored to the needs of every student, irrespective of age, gender, nationality or ability;
- We provide students with a 'fast-track' pathway into the British education system by offering one- to three-term intensive academic programmes.

Pastoral:

- We provide a safe, secure and happy home, where emotional and physical safety and wellbeing are at our core;
- We encourage our students to take responsibility for themselves, to learn from their mistakes and to become more independent as they move from childhood to adulthood;
- We are proud of the well-disciplined, structured, honest, open, polite and considerate environment we have created as we believe this allows all students to flourish and to become well-rounded citizens of the future.

Co-Curricular:

- We provide a diverse and challenging programme of activities in which all students are expected to participate and benefit from;
- Our sports and games coaching is of the highest standard and affords all students the possibility to experience traditional British independent school sports as well as a wide choice of other team and individual sports and games;
- We offer a varied and interesting weekend excursion programme designed to be fun, to broaden horizons and to advance students' understanding of British culture.

Community:

- We speak English at all times: this is our common language and promotes inclusiveness;
- We are a family and as such, we look after each other, support and encourage one another to achieve great things and to not give up in the face of adversity;
- We involve ourselves in the 'one' school community as well as the wider local community in order to promote our school and to provide students with opportunities to participate in activities that highlight and promote British values.

Global Outlook:

- We prepare students and staff for their onward journey in our ever increasing global society by promoting Spiritual, Moral, Social and Cultural understanding and thereby developing respect, kindness and tolerance;
- We are from diverse cultural backgrounds and as such, we celebrate our differences and take the time to learn about other faiths and cultures so that we can use this knowledge to promote global peace and harmony in the future;
- We involve ourselves in charitable work that will benefit those around the world who are less fortunate than ourselves.



KEY CONTACTS



Mr Adrian Hallworth
Principal
+44 1823 703200
tsi@tauntonschool.co.uk



Mr James Duncan
Head, TSIMS
+44 1823 703222
tsims@tauntonschool.co.uk



Mrs Rebecca Lamb
Head of Pastoral, TSIMS
+44 1823 703222
tsims@tauntonschool.co.uk



Mr Morne Eksteen
Boys' House Master
+44 1823 703222
tsims@tauntonschool.co.uk



Mrs Carla Shearman
Girls' House Mistress
+44 1823 703222
tsims@tauntonschool.co.uk



Mrs Andrea Lower
School Secretary
+44 1823 703222
tsims@tauntonschool.co.uk



Miss Natalie Cox
International Admissions Manager
+44 1823 703737
admissions@tauntonschool.co.uk



Mrs Amanda Davies
Travel Co-ordinator
+44 1823 703218
tsitravel@tauntonschool.co.uk

USEFUL SCHOOL TELEPHONE NUMBERS AND EMAIL ADDRESSES

Once your child has joined TSIMS, please direct all enquiries (Monday – Friday) to the School Receptionist, Mrs Andrea Lower, on the below contact details:

Telephone: +44 1823 703222
Email: tsims@tauntonschool.co.uk

Travel Coordinator, Mrs Amanda Davies, can be contacted on:

Telephone: +44 1823 703218
Email: tsitravel@tauntonschool.co.uk

Throughout the term you must send Amanda (details above) your child's full travel information including flight number, departure/arrival time, as well as estimated time of arrival/departure to and from the school.

EMERGENCY CONTACT INFORMATION

In the case of an emergency and/or contact during the weekends, please contact the below telephone numbers:

Telephone: +44 1823 703222

Housemistress of TSIMS, Mrs Carla Shearman can be contacted on (only in an emergency):

Telephone: +44 1823 703222

Housemaster of TSIMS, Mr Morne Eksteen can be contacted on (only in an emergency):

Telephone: +44 1823 703222



SCHOOL ADDRESS, USEFUL TRAVEL INFORMATION AND TAXIS

The full address of Taunton School International Middle School is:

Taunton School International Middle School,
The Grange
Kingston St Mary,
Taunton,
Somerset,
TA2 8HP

Taunton School International Middle School is based in the heart of the South West of England, and is only a 10 minute drive from Taunton train station. There are many direct trains to Taunton from London Paddington and the best website for information and bookings is: <https://www.thetrainline.com/> Bristol airport is our nearest international airport with many flights in and out of Europe. Bristol airport is only 45 minutes by car and you can find a list of our recommended taxi firms below:

A1 Ace Taxis: (www.a1acetaxis.co.uk) +44 1823 332211

Max Bishop: (www.taxis-in-taunton.com) +44 1823 248248

AAA: (www.taxistaunton.co.uk) +44 1823 257999

Our Taxis: (www.ourtaxis.com) +44 1823 333667

If you require assistance with booking your child's transport, please email tsitravel@tauntonschool.co.uk where Amanda Davies will be happy to help you.

AIRPORT TRANSFERS

On school departure days for end of term and half term holidays, the school organizes airport transfers from the school to London Heathrow and Bristol airport. Please see full details below:

London Heathrow Terminal 3 only:

Bus departs school at: 08.30am
Bus arrives at Terminal 3: approximately 12.00pm
Cost: £50.00 per student

Bristol airport:

Bus departs school at: 09.00am or 12.00pm or 15.00pm
Bus arrives at Bristol airport: approximately 10.00am, or 13:00pm or 16:00pm
Cost: £25.00 per student

To book your child onto a school organized airport transfer, please email Amanda Davies on tsitravel@tauntonschool.co.uk. The cost of the airport transfer will be added to your child's school bill.

SCHOOL TERM DATES AND ARRIVAL / DEPARTURE RULES

TSI Term dates for the 2020/2021 academic year are:

Term dates	Arrival day	Half Term	Departure day
Autumn	7th September 2020	21st October 2020 - 1st November 2020	11th December 2020
Spring	5th January 2021	12th February 2021 - 21st February 2021	26th March 2021
Summer	19th April 2021	28th May 2021 - 6th June 2021	25th June 2021

On the **September** arrival day **only**, students can arrive between **09.00am and 19.00**.

On all other arrival days students must arrive to TSIMS between **12.00pm and 19.00**.

On departure days students must depart TSIMS between **07.00am and 12.00pm** (this excludes the student's who are getting the 3pm airport transfer to Bristol airport).

Please ensure that the student's appointed UK guardian is aware of our term dates as well as our arrival/departure times. It is the responsibility of the parents/guardian to organize the student's full travel arrangements.

Once again, all travel information including taxi/train bookings, flight numbers and hotel information must be sent to our Travel Coordinator Mrs Amanda Davies on tsitravel@tauntonschool.co.uk at least 2 weeks before the arrival/departure day.

ABSENCE FROM SCHOOL

Your child must attend **all** lessons throughout the school term (lessons end on Saturdays at 12.10pm). If for an emergency your child needs to leave school/miss lessons, the absence must first of all be authorised by the Head of TSIMS, Mr James Duncan.

If you wish to submit an absence request for your child, please email the full absence information to our Travel Coordinator, Mrs Amanda Davies, on tsitravel@tauntonschool.co.uk a minimum of 5 days before the absence leave date.

Students can only miss a maximum of 2 school days/nights per term, and the child must remain with an adult over the age of 25 during their absence from school (please refer to our Guardianship policy for further details).

The school reserves the right to refuse or withdraw an absence request, however we always try to be as accommodating as possible.

To enhance your child's social and inter-personal development, all students are requested to remain in school throughout the weekend during term time.

Please note that if your child is studying with us on a Tier 4 Child Visa, it is a requirement that their attendance must be above 80% each academic year. Should your child's attendance fall below 80% then we are required to inform UK Visa and Immigration who may then withdraw your child's right to enter and study in the UK.



GUARDIANSHIP POLICY

With reference to the Children Act (1989), the Protection of Children Act (1999) and the Care Standards Act (2000), Taunton School, in promoting and safeguarding the welfare of every student, requires parents who do not live in the UK to appoint a guardian to act on their behalf. Arrangements for this should be made by the parents and is their responsibility. The law protects the rights of children and makes 'proper and appropriate care' a compulsory requirement. The UKVI (United Kingdom Visa and Immigration) authority also require a letter from parents confirming the care arrangements that they have put in place for their child as part of the visa application.

A guardian is not a child's legal guardian so does not have legal rights to make major decisions relating to the child. Such rights will remain with the parents. However, guardians are the parents' representatives in the UK and are essential in times of emergency. They have a pupil welfare role, bridging the gap between parents, the pupil and the school.

During term time the school is legally responsible for each pupil's welfare, and undertakes parentally delegated responsibilities. However, there are times (half term holidays, or when a child is suspended, etc) when the school must be able to hand over these parental responsibilities to another adult – a properly appointed guardian.

Guardian Eligibility:

- Must be over the age of 25 years.
- Must be resident in the UK and not involved in travel overseas other than for holidays.
- Must not be in full time education.
- Must agree to the necessary searches required under current legislation to be carried out on all adults (over 18 years) residing permanently in their household.
- The guardian must have appropriate accommodation with space and facilities for the student to stay (in the case of an emergency or suspension). It is recommended that the student is provided with their own bedroom and study space.
- Any visitors to the home of a guardian should not be left alone with the student at any time.
- Preferably, must live within a 3 hour radius of Taunton School, either by car or public transport.

The responsibilities of a Guardian:

- To provide support and guidance on welfare and educational matters as appropriate to the age of the international student and be available to attend school functions and meet staff to discuss student's progress, as necessary.
- To be a 24 hour point of contact for parents, student and school and be available and willing to deal with immediate problems or emergencies, including for example, the removal of an international student from school or for illness and hospital admissions.
- To notify the school of any change of address or contact information and inform the school if not available to contact or receive the student (e.g. holiday). In this instance, it is the responsibility of the guardian and/or the parents to appoint another emergency contact and to inform the school accordingly.

- To liaise with the School over holiday and travel arrangements. The School must know the exact details of the student's accommodation and methods of transport, which should be appropriate to the age of the student. If travel arrangements do not coincide with beginning/end term dates, the guardian must be prepared to provide stopover care.
- The guardian must not accept paying guests, or to be running a bed and breakfast, within their own household whilst providing guardianship services for an international student under the age of 16 years.
- To exercise the same appropriate degree of care and supervision as a responsible parent in allowing an international student to stay somewhere other than in the guardian's home.
- To never allow the student to reside where there is no means of contact by the guardian or the parents except in special circumstances, for instance, when on an expedition with parental consent.
- To respect the rights, religion and customs of the child.
- To make arrangements for medical care, as appropriate/necessary.

Please note the following points:

- If a guardian has not been nominated by the time the student starts at Taunton School International or the appointed guardian is considered by the school to be unsuitable or unsatisfactory, the school reserves the right to appoint a new guardian and the costs must be met by the parents.
- A member of School staff will contact the appointed guardian in the first few weeks of the new academic year to confirm contact details. A representative of the school or Guardianship Organisation may also inspect the suitability of the accommodation once a year, if required.
- We urge guardians to be very clear about their areas of responsibility. If in any doubt, please check this with Taunton School or a Guardianship Organisation.

Please note that TSI works closely with many Guardianship agencies and for further information, please refer to our list of recommended Guardianship agencies in the separate document.

Once you have chosen your guardian please [click here](#) to complete the guardianship form and return to admissions@tauntonschool.co.uk



SCHOOL UNIFORM

You do not need to bring/organise your child's uniform before you arrive as during their first week we will take them to the school uniform shop where they can collect all of the uniform and sports kit (the cost is approximately £275 and this will be added to the school bill).

However, there are certain items of uniform students need to bring with them when they arrive at school, these are:

Trouser uniform:

- X 5 Plain black or grey socks
- X 1 Navy Blue Swimming Trunks
- X 1 Black Shoes (Flat heeled and polishable)
- X 2 Trainers (for indoor and outdoor use)
- X 1 Football Boots
- X 1 Coat (Navy Blue or Black for outdoor use in winter)
- X 1 Bilingual dictionary - There are many different suitable dictionaries available in the market. However, we suggest the Oxford University Press (ages 11 – 16) range of bilingual dictionaries, which can be found [here](#). These dictionaries are designed specifically for school use.

Skirt uniform:

- X 5 Plain black tights
- X 1 Navy Blue Swimming Costume
- X 1 Black Shoes (Flat heeled and polishable)
- X 2 Trainers (for indoor and outdoor use)
- X 1 Football Boots
- X 1 Coat or Jacket (Navy Blue or Black for outdoor use in winter)
- X 1 Bilingual dictionary - There are many different suitable dictionaries available in the market. However, we suggest the Oxford University Press (ages 11 – 16) range of bilingual dictionaries, which can be found [here](#). These dictionaries are designed specifically for school use.



PACKING LISTS

All Boarding students also need to bring the following items with them:

- X 2 Bath size towels
- X 2 Hand towels
- X 1 Swimming towel
- X 2 Pyjamas or nightdresses
- X 1 Dressing gown
- X 1 Pair of slippers
- X 2 Laundry bags for underwear
- Underwear and socks
- Toiletries
- Casual clothes
- X 1 Laptop ((Microsoft Windows and Apple are both compatible with the school system)
- X 1 Headphones (must be wired, not Bluetooth/wireless)
- X 1 Mobile phone (please note that the House staff can help your child get a UK telephone number)

Casual clothes such as Jeans, T-shirts, Sweaters and Casual Jackets may be worn at weekends and during recreation time. At times students are required to wear smart casual clothes for events (eg. chinos and polo shirt or a dress).

Please ensure that all items of clothing brought by your child from home are clearly labelled with their full name using name labels/tapes or a waterproof marker pen.

Name tapes will be sewn on to all items of school uniform after purchase from the School Shop at the start of term.

Please do not allow your children to bring designer clothes and shoes to school as these cannot be covered by the school insurance. Alternatively, you may wish to consider purchasing additional insurance for any item of clothing or footwear over £150.

The school provides all bedding, but should the student require hypo-allergenic bedding or wishes to buy their own this is also possible.

When students arrive at TSIMS, they are **not** allowed to bring their own food into school. Furthermore, as we do not have the storage facilities, we cannot receive deliveries of food sent by family members or friends. We have a varied and nutritious menu which caters for all dietary requirements with healthy snacks throughout the day.

STATIONERY AND EQUIPMENT

Upon joining Taunton School International Middle School students will be given a full stationery and equipment pack, which includes all essential items such as pens, pencils, calculator, compass, workbooks etc. Students are welcome to bring their own stationery if they wish to.

Students must bring their own laptop with them as this will be used frequently in lessons.



MEDICAL CARE

Taunton School Health Centre is located on the school campus and is open 24 hours a day, 7 days a week during term time. When pupils join the school we will explain how they can access the services in the Health Centre. They will be well looked after by a dedicated team of Nurses, Doctors, Physiotherapists, Counsellors and Mental Health Nurses.

If your child is unable to stay in the boarding house due to illness they may stay in the Health Centre overnight and throughout the weekends if necessary, and a nurse will stay with them in the Health Centre for the duration of their stay.

Please note that if students contract infectious illnesses such as chicken pox, they may be required to stay with their guardians until the infectious period has ended.

In more serious situations your child will be taken to the local hospital called 'Musgrove Park Hospital' with a member of staff – you will always be notified if your child visits the hospital.

For further information on our Health Centre and the medical support available please [click here](#).

To ensure the best possible care it is vital that we receive accurate medical information about your daughter / son prior to their arrival, please ensure that the Medical Questionnaire ([click here](#) for online access) is fully completed and returned to admissions@tauntonschool.co.uk at least 1 month prior to your child joining the school.

MEDICATION

The school **must** be notified, before your child's arrival, if they have any prior medical conditions and/or are taking any medication and consequently if they suffer from any ongoing medical conditions, including allergies. Full information on medical conditions and medication **must** be given to the school prior to your arrival by completing the separate Medical Questionnaire form ([click here](#)).

If your child is in possession of medication this must be handed in to the boarding house staff upon arrival at the school with a full English translation/explanation of what the medication is and how often the medication needs to be taken.

Please note the school has a supply of Paracetamol and Ibuprofen which can be prescribed to your child by a staff member as and when required.



PHONES, LAPTOPS AND INTERNET

Please note that it is expected that all students will bring a laptop with them as they are used frequently in lessons. Both 'Windows' and 'Apple' laptops are suitable for access within the school and both are fully compatible with the school network. Students are also encouraged to bring a mobile phone with them, although iPads and tablets are optional. The House staff can assist your child with getting a UK mobile phone number.

At night time, all laptops and mobile phones are handed in to the house staff by 8pm for younger students and 9pm for older students to ensure your child gets an undisturbed night's sleep.

Internet/wifi is available across the whole of the Taunton School campus, including boarding. For further information on our electronics policy, please [click here](#) for our Acceptable Use Policy.

CONTACT WITH YOUR CHILD

The best way to contact your child during their time at Taunton School is via their personal mobile phone. Please do note that they are in lessons throughout the day and will therefore only have access to their mobile phones during break times and after lessons from 15:45.

If you need to contact your child whilst they are in lessons, please call the School Secretary on +441823 703222.

PARENT PORTAL

Our Parent Portal gives you quick and easy access to information about your son/ daughter attending Taunton School including:

- Timetable
- School Reports
- Exam results
- Billing

Once your child has joined Taunton School International, you will be sent an activation email to enable you to log in. Please read the parent user guide for instructions on using the portal: [click here](#).

If you have any problems accessing the Parent Portal once you have been sent the activation link, please email mishelpdesk@tauntonschool.co.uk for assistance.



SCHOOL BILLING AND FINANCE

Each term's school fee/bill is due **before** the first day of each term.

The school bill and any other additional charges is uploaded to the Parent Portal approximately 2 – 3 weeks before the start of that term.

The school does not accept payment in cash. Please ensure that these bills are paid promptly before the start of term.

The school reserves the right to remove the child from the school if school fees are not paid.

TSIMS's school fees for the 2020/2021 academic year are:

Year Group	2020/2021 Termly Fee
Year 4	£7,200
Years 5 - 6	£8,860
Years 7 - 8	£10,890
Years 9 - 10	£12,610

The school fees include tuition, full-time boarding, food, laundry, wifi, as well as many clubs and after-school activities.

Additional charges may include:

- 1:1 tuition/coaching
- Examination costs
- Course books
- School trips e.g. to London, skiing
- Pocket money
- Uniform
- Guardianship
- Visa
- Music Lessons



POCKET MONEY

It is recommended that students have approximately £250 pocket money per term. All money brought back to school must be handed in to House Staff. We have a responsibility to ensure that students are spending their pocket money sensibly and parents are asked to support the House Staff in limiting excessive spending by their child. Students will be asked to keep £50 in House Bank for emergencies which they should bring in cash at the start of each term.

Parents who wish to open a bank account on behalf of their son/daughter should inform the House Staff who can then help organise this.

Parents can send a BACS payment (bank details below) to be credited to the pupil's house bank account. Once the money has been received, this can then be requested from the House staff.

Bank details:

Sort code: 40 - 44 - 04
 Account number: 817 812 35
 Reference: Pupil's name and state that it is 'pocket money'

MUSIC, DANCE AND EXTRA LESSONS

We have a fantastic music school at Taunton which encourages students to not only continue with any musical passion and abilities they may have, but also try new instruments! [Click here](#) for further information on our music school provision including the many different performance opportunities available.

Individual music lessons can be arranged by the school at parents' request and will be added as an extra to the school bill, please [click here](#) to complete the music tuition request form and return to Mrs Andrea Lower on tsims@tauntonschool.co.uk. For further information on music tuition including costs please [click here](#).

We also offer dance tuition in a range of dance styles including ballet, tap, jazz, lyrical, street and contemporary. Please [click here](#) to complete the dance tuition request form and find further information on costings etc. Once completed, please return the form to Mrs Andrea Lower on tsims@tauntonschool.co.uk

Lessons in other subjects not offered as part of the curriculum may also be arranged at extra cost with parental permission.



ASSESSMENT AND REPORTS

Students receive assessment grades throughout each term and an interim half-term report as well as a full end of term report. These are placed on the Parent Portal. The grading on the reports ranges from A-E for achievement and 1-3 for effort.

CO-CURRICULAR ACTIVITIES & THE HORIZONS PROGRAMME

There is a wide array of co-curricular clubs at the school. Every pupil participates in sport during games on a Tuesday and Thursday.

If your son / daughter is interested in music and/or dance tuition or please complete the form(s) listed on [page 17](#).

If a pupil wishes to join other clubs and societies they do so with the help of their tutor. This will all be explained to them when they arrive. Clubs and Societies available at Taunton School can be viewed in the Horizons programme ([click here](#)).

WEEKEND ACTIVITIES

Every student has lessons on a Saturday until 11.50am. After this there are many school trips to UK based attractions as well as sports games and matches.

On Sundays, there are a number of trips and activities organised throughout the school year or students may prefer to go into town or relax with their friends around the school campus.

TOWN TIME

Your child can visit the local town on Saturday afternoons and Sundays. Senior students can earn extra privileges to visit the town on Wednesday afternoons after lessons. Town leave is a privilege and will be taken away from students should they not follow the school rules.

FOOD

The school provides three hot meals a day from our central kitchens. There is plenty of choice and the food is excellent. Vegan and Vegetarian options are provided and other dietary requirements should be advised in advance. We also provide 'tea' each afternoon and snacks in the evening.



LAUNDRY

Students can get all their laundry cleaned at school. A dry cleaning service is also available, which the pupils will be charged for.

INSURANCE

Personal Accident Insurance

All students are covered for £600,000 Personal Accident Insurance. The policy details can be found by [clicking here](#) and this cover is provided free of charge.

Personal Effects and Pupil Absence Cover

There is a charge for these insurances. Policy details can be found below.

- Personal Effects Insurance Scheme £10.20 per term: [click here](#)
- Fees Refund Scheme 1.5% of day fee, 1.1% of boarding fee: [click here](#)

Please read our **Privacy Policy** in conjunction with these insurances: [click here](#).

Should you wish to take out the above insurance, please complete the opt-in form ([click here](#)) or contact the finance office on +44 1823 703140 or email fees@tauntonschool.co.uk
(Please note: the insurance detailed in this section is correct for the academic year 2019/20)

LOST AND DAMAGED SCHOOL PROPERTY

Parents are reminded that students will be charged if school books and other school equipment are lost or damaged, although students are not charged for fair wear and tear. These charges will appear on the school bill. Parents of any child who wilfully damages school property will be charged for the cost of repair on the following term's school bill.

SITE MAP

Please [click here](#) to view our campus map.

SOCIAL MEDIA

Please follow Taunton School on our [Twitter](#), [Facebook](#) and [Instagram](#) pages (click links).



SAFEGUARDING

The safety and wellbeing of all our students is of paramount importance to us and at Taunton School, we have robust systems in place to ensure our safeguarding procedures and practice are of the highest order.

In all schools in the UK, there must be one person who has overall responsibility for the safeguarding of children under the care of the school and this person is called the 'Designated Safeguarding Lead' (DSL). At Taunton School, our DSL is **Mr Ed Burnett** (Deputy Head at the Senior School) and the Deputy DSLs are Mrs Gill Foster and Mrs Nell Rosser.

The DSL is supported by Child Protection Officers (CPOs). At TSI the CPO is the Deputy Head, Mrs Lyndsay White.

Parents are welcome to approach the Designated Safeguarding Lead (or Deputy DSLs) if they have any concerns about the welfare of any child in the school. If preferred, parents may discuss concerns in private with the child's Housemaster, Housemistress, Tutor or the Principal who will, where appropriate, notify the DSL in accordance with these procedures. If the Designated Safeguarding Lead is unavailable, his duties will be carried out by one of the Deputy DSLs.

Contact Details for Safeguarding Personnel at Taunton School:

- Governor for Safeguarding at TS: Mrs Elaine Waymouth (elaine.waymouth@virgin.net)
- DSL: Mr Ed Burnett (ed.burnett@tauntonschool.co.uk) / +44 1823 703821, +44 7490 493059)
- Deputy DSL: Mrs Gill Foster (gill.foster@tauntonschool.co.uk) / +44 1823 703703, +44 7429 288578)
- Deputy DSL: Mrs Nell Rosser (nell.rosser@tauntonschool.co.uk) / +44 1823 703662, +44 7490 976664)
- Prevent Officer: Mr Ed Burnett
- Looking After Children in Education: Mr Ed Burnett
- Prevent Governor: Mrs Elaine Waymouth
- Child Sexual Exploitation: Miss Gill Foster
- Child Protection Officer for TSIMS: Mr James Duncan (james.duncan@tauntonschool.co.uk) /+44 1823 703222)



BOARDING PRINCIPALS AND PRACTICE

Our boarding practice aims to:

1. promote the health and welfare of each individual and access to economic well being
2. encourage physical, spiritual, moral, social and cultural development
3. develop a sense of identity in a community through common practice and activity
4. embrace partnership with parents, guardians and agents through effective communication.

We want our pupils to be fulfilled and happy and, at the minimum, this means they must feel secure and properly cared for by well qualified and experienced people who are well disposed to children and continually updated through appropriate INSET.

A boarding education provides a wealth of opportunities to encourage the all round development of both the individual and the community. It is a fertile field for the transmission of sound values.

We recognise the need for privacy, countering the possibilities of bullying and the abuse of all sorts of power and transcending the narrower values of an essentially teenage culture.

Our aims are realised by, among other things:

- clear communication of the principles to and by those with boarding responsibilities
- acceptance and adoption of these principles by those with responsibilities
- implementation of appropriate policies and processes in the areas of pupil welfare
- monitoring policies and practice and measurement and evaluation of boarding standards
- dissemination of good practice through effective teamwork and communication
- development of a sound model of pastoral care, appropriately staffed
- appropriate physical conditions of at least minimum care standards
- training and induction of those responsible for boarding
- providing an organised and rich programme of activities beyond the curriculum.

Additionally, Taunton School International Middle School (TSIMS) aims to encourage students to develop independence and confidence in British culture. We recognise the extra problems that international students may have in adjusting to a culture and value system that may be very different from any that they have experienced. We aim to be sympathetic, but clear and consistent in the messages that we are sending to our students to enable them to adjust as quickly and painlessly as possible to a new set of expectations.



THE MODEL

TSIMS is known internally as The Grange and is home for up to 60 boys and girls aged 8 to 15, from many different countries.

There are two separate boarding houses: one for boys and one for girls.

Boarding provision is overseen by the Head of Pastoral, Mrs Besky Lamb and by the House Mistress, Mrs Carla Shearman, who are supported by a dedicated team of Assistant House Parents and Graduate Resident Assistants (GRAs).

Each Student is also allocated a tutor from the academic staff who monitors their welfare as well as their academic progress.

There is an ongoing programme of refurbishment and redecoration which underlines our commitment to high quality boarding provision.

Some key elements in our practice:

- Expectations and policies are agreed and understood
- The Deputy Headmaster is the school's appointed Designated Safeguarding Lead
- The Principal meets regularly with the Deputy Head and Head of Middle School on an informal basis and weekly on a formal basis to discuss both immediate and far-ranging issues
- The Deputy Head meets daily with the other House staff on an informal basis and weekly on a formal basis to discuss both immediate and far-ranging issues
- There are house staff meetings weekly for all pastoral staff to meet and discuss any areas of concern
- All staff, both pastoral and academic, meet weekly to discuss any immediate or far-ranging issues
- There are clear channels of communication, including a house diary, for all members of the team to flag up any areas of concern daily
- All staff on the pastoral team receive induction when they join TSI
- There is a formal appraisal system for all members of house staff.



- Policies are constantly reviewed and amended annually, as appropriate
- There is a clear induction procedure for all students, whether they arrive at the start of the academic year or in-year
- Prefects are appointed to represent the concerns of the student body to the House parents through a system of weekly meetings
- There are two weekly meetings for students - a formal Assembly organised by the Head of Middle School and a House Meeting organised by the House staff
- The Deputy Head carries out regular checks in all the boarding houses to ensure students are being well looked after and that procedures are being followed appropriately
- Taunton School employs five nurses (including two mental health nurses), two doctors, a student counsellor and a Chaplain.
- The Head of Middle School and Head of Pastoral are available every morning between 0800 and 0830 to all members of the community to discuss any matters of concern
- Two independent listeners from outside the school are available for boarders to talk
- The expectation is that all students will be involved in extra-curricular activities throughout the working week and weekend
- There is a weekly cross-school Boarding Meeting (chaired by the Head of Boarding and attended by the Boarding House from the Senior School, TSI and the Prep School)
- Within three weeks of arriving at TSIMS, all parents &/or guardians will be contacted via email, providing a brief update on how their child has settled into boarding school life.