

Aldenham School

Policy on boarding pupils signing out for the weekend

While pupils are resident in our care, housemaster/mistresses are *in loco parentis*. This means we temporarily adopt the parents' role in their absence doing all that a parent would reasonably do and expecting all that parents would reasonably expect. However we are not the parents of our boarding pupils and must work in partnership with them and with the guardians of overseas pupils.

To that end, a set of guidelines is essential to ensure the safety and protection of both pupils and staff.

These provide a framework within which the pupils can experience a reasonable degree all the independence and freedom.

This is particularly relevant to the sixth form.

When requesting permission to be away from the boarding house overnight at the weekend the following arrangements must be in place:

- The pupil must write their intentions on the signing out sheet by Thursday evening.
- The parent or guardian must have telephoned, e-mailed or written to the housemaster/mistress to give their permission and the details of the hosts by Thursday evening.
- The host or individual responsible for the pupil over the weekend must call, write or e-mail by Thursday evening.
- Any pupil without the given permissions, including that of the housemaster, will not be allowed an overnight visit that weekend.
- On formal Exeat weekends clear information must be given about the whereabouts of the pupils and who is responsible for them. Contact details must be given to housemaster/mistresses.
- The person receiving this information must date and sign the weekend sheet.
- The housemaster or housemistress will not give permission for pupils to be absent from the boarding house without knowing which adult is responsible for them. Similarly, the destination for the weekend must be known in case of an emergency. The School will not grant permission for a pupil to stay overnight in a hotel or hostel without a supervising adult unless there are exceptional circumstances.