



INFORMATION  
FOR NEW JOINERS  
MIDDLE SCHOOL



# Welcome

A very warm welcome to Oakham School to you and your family. We are very much looking forward to guiding your child through their Oakham journey.

We have put together this booklet to provide you with an introduction to life in the Middle School and information about several day-to-day matters which will help ease you and your child into the first days of life at School.

Over the summer we will send you a handbook that contains more information about who will be caring for your child and how each House runs.

Please get in touch if there is anything you are not sure about, or that we haven't covered.

Finally, may I take this opportunity to wish you a highly enjoyable summer. I look forward to welcoming you in person to the School in September.

*Nick Favill*



Nick Favill  
Head of Middle School

# Contents

Key Contact Information	<u>4</u>
Pre-Season Training	<u>5</u>
Induction Morning	<u>5</u>
Term Dates	<u>5</u>
Unique House Structure	<u>6</u>
School Timetable	<u>7</u>
Our School Bus Route	<u>8</u>
Evening Routines for Boarders	<u>9</u>
Weekend Routines for Boarders	<u>10</u>
Uniform and Appearance	<u>11</u>
House Clothes and Laundry for Boarders	<u>17</u>
Boarding House Life	<u>18</u>
Mobile Phones and Laptops	<u>19</u>
Medical Centre	<u>20</u>
Learning Support	<u>22</u>
English as an Additional Language	<u>23</u>
Sport	<u>24</u>
Music Tuition	<u>25</u>
LAMDA Acting Lessons	<u>26</u>

# Key Contact Information

<b>Main School Reception</b> Mon–Fri 08.00–17.00 Sat 08.00–13.00 Mrs Judes Denman Mrs Emily Crown	+44 (0) 1572 758500	<a href="mailto:reception@oakham.rutland.sch.uk">reception@oakham.rutland.sch.uk</a>
<b>Head of Middle School</b> Mr Nick Favill	+44 (0) 1572 758571	<a href="mailto:npf@oakham.rutland.sch.uk">npf@oakham.rutland.sch.uk</a>
<b>Medical Centre</b>	+44 (0) 1572 758555	<a href="mailto:medical@oakham.rutland.sch.uk">medical@oakham.rutland.sch.uk</a>
<b>Bursary</b>	+44 (0) 1572 758708	<a href="mailto:pupilaccounts@oakham.rutland.sch.uk">pupilaccounts@oakham.rutland.sch.uk</a>
<b>Learning Support</b>	+44 (0) 1572 758545	<a href="mailto:esi@oakham.rutland.sch.uk">esi@oakham.rutland.sch.uk</a>
<b>EAL Support</b>	+44 (0) 1572 758631	<a href="mailto:jmi@oakham.rutland.sch.uk">jmi@oakham.rutland.sch.uk</a>
<b>Safeguarding</b> Justine Rimington	+44 (0) 1572 758635	<a href="mailto:jlr@oakham.rutland.sch.uk">jlr@oakham.rutland.sch.uk</a>
<b>Admissions</b>	+44 (0) 1572 758758	<a href="mailto:admissions@oakham.rutland.sch.uk">admissions@oakham.rutland.sch.uk</a>
<b>Uniform - School Blazer</b>	+44 (0) 333 7000 703	<a href="http://schoolblazer.com">schoolblazer.com</a>

## Useful links

<b>School Website</b>	<a href="http://oakham.rutland.sch.uk">oakham.rutland.sch.uk</a>
<b>My School Portal</b>	<a href="http://oakhamschool.myschoolportal.co.uk/login">oakhamschool.myschoolportal.co.uk/login</a>
<b>Sports Fixtures and Results</b>	<a href="http://oakhamschoolsport.co.uk">oakhamschoolsport.co.uk</a>
<b>School Instagram</b>	<a href="https://www.instagram.com/OakhamSchool">@OakhamSchool</a>
<b>School LinkedIn</b>	<a href="https://www.linkedin.com/company/Oakham%20School">@Oakham School</a>
<b>School Facebook</b>	<a href="https://www.facebook.com/OakhamSchool">@OakhamSchool</a>

## Contacting Staff

All staff at Oakham School can be contacted by typing their initials followed by  
**@oakham.rutland.sch.uk**



# Form 3 Induction

We're pleased to welcome new Form 3 (Year 9) pupils to Oakham School at our Induction morning on Saturday 14th June - a perfect opportunity to meet staff, explore the campus and start your Oakham journey.

## Start of Term

Detailed arrangements for day pupils and boarders at the start of term in September are being finalised and information will follow shortly. Please check our website, although please note that this is subject to small adjustments.



For more information about upcoming Term Dates, view our website [here](#).

## Pre-Season Training

**Rugby (boys)** Taking place towards the end of August by invitation only. If you are interested in taking part in the pre-season training, please contact the Director of Sport, Steve May.

**Hockey (girls)** Taking place towards the end of August by invitation only, 1st and 2nd XI pre-season training. If you are interested in taking part, please contact the Director of Sport, Steve May.

It is not compulsory for your child to attend the training sessions and we understand that it might not be possible for your child to attend due to other commitments. In this case, I can assure you that your child will have every opportunity to play in the fixtures over the course of the season.

# Unique House Structure

At Oakham, every pupil – whether boarding or day – joins a House designed specifically for their age group. This structure ensures your child receives tailored academic and pastoral support from a dedicated team.

Each House is led by a Housemaster or Housemistress, who is supported by a Matron, and team of Tutors. These adults get to know your child well and will be key contacts during their time at Oakham.

Your child will also belong to a small tutor group, which meets regularly to help with academic planning, wellbeing, and social connection.

## **Lower School (ages 11–13)**

- 2 Houses (1 for girls and 1 for boys) for both day pupils and boarders
- 1 Boarding House for full, flexi and ad hoc boarders

## **Middle & Upper School (ages 13–17)**

10 Boarding and Day Houses (5 for girls and 5 for boys)

## **Final Year (Year 13)**

2 Boarding and Day Houses (1 for girls and 1 for boys)

## **House Facilities**

Every House has study areas, common rooms, a kitchen, and outdoor space – providing a comfortable place for your child to work, relax, and spend time with friends.

## **Social Life in House**

Each House runs regular socials, house family activities and interhouse competitions – from pizza nights to bowling trips, house singing contests to sporting competitions – designed to help your child build friendships across year groups and feel part of a supportive community.

## **House Trips and Socials**

Throughout the year we will organise a number of social events for pupils to take part in. As a guide, if the cost of the event does not exceed £20 and you have completed your trip consent form, this will be added to your School bill without individual permission being sought. Anything above that we will seek permission via email.



# School Timetable

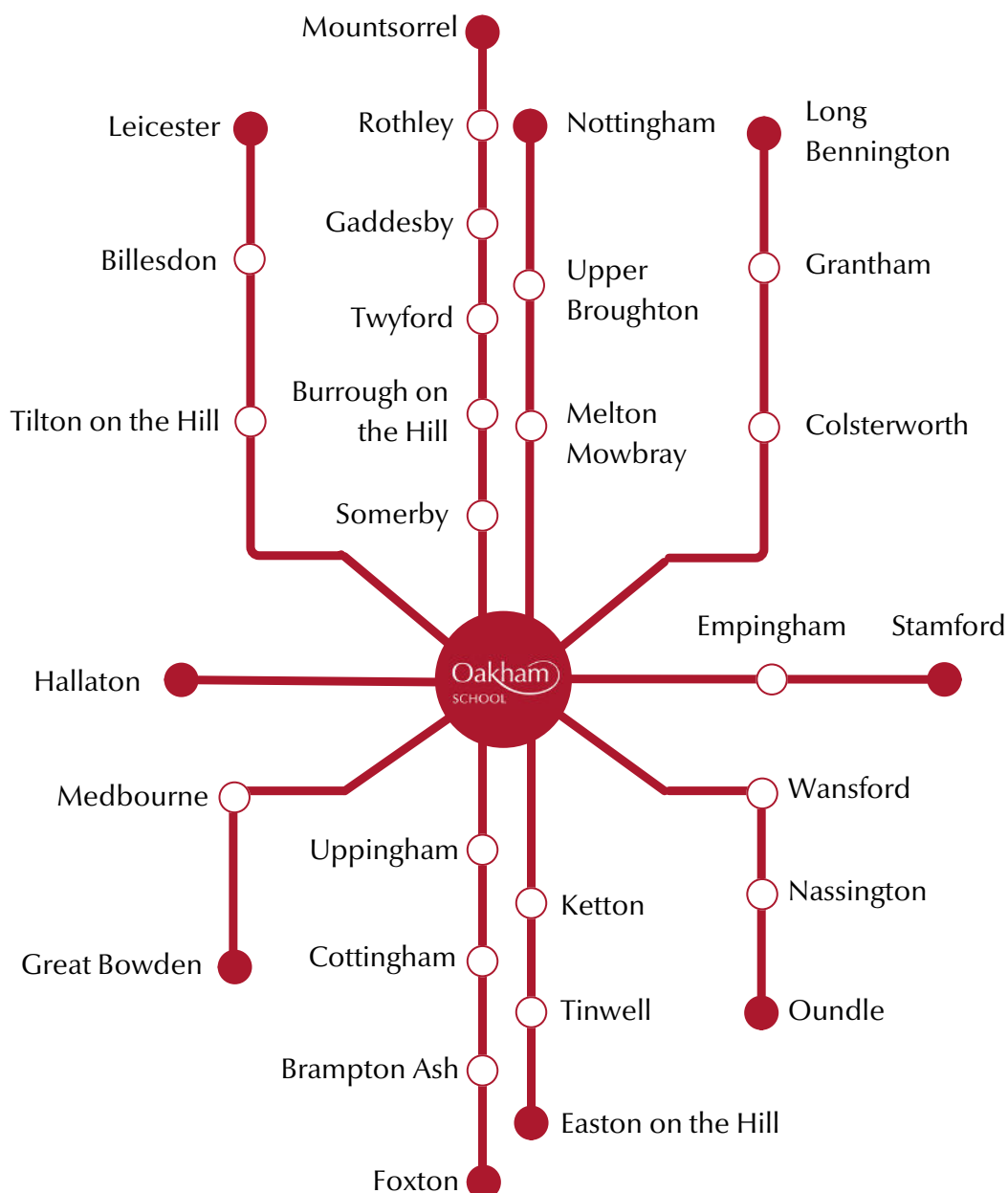
A personalised and comprehensive timetable will be provided to each pupil at the start of the school year.

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday		
Roll Call 08:15							
Tutorial	Assembly / House time	Chapel / Tutorial	Congo / House Time	Tutorial			
Lesson 1	Lesson 1	Lesson 1	Lesson 1	Lesson 1	Lesson 1		
Lesson 2	Lesson 2	Lesson 2	Lesson 2	Lesson 2	Lesson 2		
Break 10:45 - 11:20 (Saturday 10:20 - 10:45)							
Lesson 3	Lesson 3	F3 Games	Lesson 3	Lesson 3	F3 Games	Lesson 3	Lesson 3
Lesson 4	Lesson 4		Lesson 4	Lesson 4		Lesson 4	Lesson 4
Lunch 13:05 (Saturday 12:30) Followed by Academic Enrichment							
Lesson 5	Lesson 5	F4 & 5 Games	Lesson 5	Lesson 5	F4 & 5 Games	Lesson 5	Games / Fixtures
Lesson 6	Lesson 6		Lesson 6	Lesson 6		Lesson 6	
		Lesson 7					
Activities / Enrichment / Supported Study	Music Priority Time / Supported Study / Activities		Drama Priority Time / Supported Study / Activities	Activities / Orchestra Enrichment / Supported Study			
		Chapel Choir					
Optional Home Time for Day pupils*							
Supper 18:00 - 19:15							
Prep	Prep	Prep	Prep	Prep			
Social Time							

\*Day pupils are welcome to stay until the Library closes at 9:15pm; day houses close at 7:30pm.

# Our School Bus Service

To help our families with their daily commute, we operate 10 private bus routes; offering convenient collection points to and from School, Monday to Saturday.



Once we confirm a bus place, we assume that this will be required for the whole of your child's time at Oakham. One term's written notice is required to cancel a place. Should a route be over-subscribed, we will start a waiting list and notify you as soon as a place becomes available.

For bookings and further information, please contact: **Chris Dook, Transport Manager**  
[cdd@oakham.rutland.sch.uk](mailto:cdd@oakham.rutland.sch.uk)



# Evening Routines for Boarders

*Please note, specific times may vary depending on the day of the week and what's on in the School calendar.*

**7:15pm** House Meeting and Roll Call

**7:30pm** **Form 3 & 4** supervised prep in classrooms or House  
**Forms 5 & 6** may seek permission to be at the Library, Richard Bull Centre, music practice (until 21:00), but not at other Houses.

Pupils have to sign out and back in again when they return to House after prep. The Duty Tutor will also check around House to monitor quiet and sensible study.

**9:00pm** All who have signed out for Prep to return.

**9:00pm – 10:00pm** **Forms 5 & 6** can sign out to Fitness Centre.  
**Form 6** may also meet friends from other Houses.

**Form 3** 9:30pm hand in all electricals and bedtime. 9:45pm lights out.  
**Form 4** 9:45pm hand in all electricals and bedtime. 10:00pm lights out.  
**Form 5** 10:00pm bedtime. 10:15pm lights out.  
**Form 6** 11:00pm in own dorms.

**10:30pm – 11:00pm**  
Duty Resident to check the House and lock up.



# Weekend Routines for Boarders

*Please note, specific times may vary depending on the day of the week and what's on in the School calendar.*

## Saturday:

**Roll Call is generally at 2:00pm, 5:00pm, 8:00pm** *but may vary to accommodate special events. Form 6 may seek permission to miss a Roll Call.*

**Form 1 & 2** 9:15pm bedtime.

**Form 3** 10:00pm bedtime.

**Form 4** 10:15pm bedtime.

**Form 5** 10:30pm bedtime.

**Form 6** 10:30pm tick in - *Form 6 are trusted to go to bed at a reasonable hour.*

## Sunday:

**Roll Call is generally at 2:00pm, 5:00pm, 8:00pm** *but may vary to accommodate special events. Form 6 may seek permission to miss a Roll Call.*

**Form 1 & 2** 9:15pm bedtime.

**Form 3** 9:30pm hand in all electricals and bedtime. 9:45pm lights out.

**Form 4** 9:45pm hand in all electricals and bedtime. 10:00pm lights out.

**Form 5** 10:00pm bedtime. 10:15pm lights out.

**Form 6** 10:30pm in own dorms.

**10:30pm – 11:00pm** Duty Resident to check the House and lock up.





# School Uniform and Appearance

We kindly ask that all pupils wear the Oakham School uniform and take care to present themselves neatly while in uniform.

Our priority is for every pupil to feel comfortable and confident in what they wear. We take a thoughtful and inclusive approach and are always happy to support any pupil in choosing the uniform option that feels right for them.

## Our Uniform Supplier

Our School uniform and sportswear are supplied through Schoolblazer. You can order your child's uniform online at [www.schoolblazer.com](http://www.schoolblazer.com).

The Schoolblazer site is bespoke to Oakham School.

It is constructed in sub-sections for each area of the School and indicates which items are compulsory and which are optional for your child. The website also indicates which items can only be purchased through Schoolblazer.

## How Schoolblazer works

A helpful guide is available here: [schoolblazer.com/how-to-shop](http://schoolblazer.com/how-to-shop)

Register as a parent to set up your account, then follow the steps to add your child's details, including sizing, select items to purchase and check out.

## Accessories

Schoolblazer also supplies a number of items of sporting equipment and accessories for parents to purchase. These include rugby boots, hockey shin pads, stationery items, towels, laundry bags, and swimming goggles, etc. Select the 'Accessories' tab on the relevant page to view available items.

## Sizing

Schoolblazer will ask parents to enter some key measurements of their child: height, chest, waist, etc. From there, their "intelligent sizing" system recommends the best size to buy for each garment. We are aware that some parents want to buy for growth so their sizing guide also shows how the garment will fit in a year's time.



## Naming of all Clothing

Each article of clothing must be named with your child's full name and House, and to aid this a name tagging service for each item is provided free of charge by Schoolblazer.

All garments ordered from Schoolblazer will arrive fully name-tagged utilising permanent printed tags. The tags are sewn on at no extra cost, although the company does charge a nominal cost for the tags. During checkout the correct number of name tags to label your items will automatically be added to your basket. Name tags are supplied in multiples of 12: the first 12 cost £3.00 and each additional 12 costs 50 pence. If you purchase name tags with your order, Schoolblazer will sew them into your items. If you do not wish to purchase name tags, these can be removed from your basket prior to checkout.

## Positioning of Name Tags

- Trousers/Pants/shorts/skorts/tracksuit trousers/leggings: inside waist band at rear
- Socks: vertically at the opening
- Shirts/blouses/sports shirts/jumpers/jackets: inside the collar
- Jackets/coats/tracksuit top: inside the collar
- Shoes: marked inside with permanent marker pen
- Towels: in a hanging loop in the middle of the long side



All items of uniform must be clearly identified. It is essential that the name tape includes your son or daughter's House initial(s).

Later this term we will advise you which House your child will join. Please label all items with House initials:

G	Gunthorpe	Bw	Barrow
Hm	Hambleton	Cl	Clipsham
B	Buchanans	C	Chapmans
R	Rushebrookes	H	Haywoods
St	Stevens	W	Wharflands

## Delivery and Returns

Uniform will be delivered via courier, with a normal turn-around of 1-2 days for name-tagged garments, but a firm promise of all deliveries within 3 working days. Urgent garments which do not require name-tagging can be shipped in 24 hours on a Fastrack service.

Schoolblazer will offer parents free 120-day online returns, whereby your replacement item is dispatched to you as soon as you notify Schoolblazer of your return. This is designed to minimise waiting and means that the replacement items also arrive name taped.

## Delivery for Parents Living Overseas

You can choose any address to have uniform delivered. This will usually be your home address (UK or overseas), but many international parents do choose to have their orders delivered direct to School rather than to their home address. Delivery is free on purchases over £175. Please ensure that deliveries made to School are clearly marked with your child's name and House.

## Additional Purchases in Term Time

Items of clothing can be bought during term time from [www.schoolblazer.com](http://www.schoolblazer.com) and can be delivered directly to Houses.

## Further Information

If you have a problem or a question about your child's uniform, please contact Schoolblazer. Schoolblazer have their own FAQ webpage which is a useful first point of call: <https://www.schoolblazer.com/faqs>. If the answer is not there, please contact their customer services team on 0333 7000703. Calls from the UK are charged at local rate or email [customerservices@schoolblazer.com](mailto:customerservices@schoolblazer.com)

## Lost Property

Any misplaced uniform, sports kit or school equipment that is found around the School campus will eventually return to the relevant House.

It is therefore essential that all items of school uniform and kit are named so that they can be returned to pupils.

## Jewellery

The wearing of a simple watch (not smartwatches) is encouraged. Bracelets may not be worn unless they are charity bracelets which have been approved by the School. One plain gold or silver ring, a plain silver or gold chain, and stud or sleeper earrings (maximum 2 per ear).

## Hair

Pupils must be clean shaven: no beards, moustaches, or sideburns. Hair must be tidy and follow the agreed principles:

- All haircuts must be blended (no sudden change of length). Faded haircuts must not be any shorter than Grade 2 and can be at a maximum of 4 fingers above the collar. Any fades on the side of the head must be at a maximum of just above the ear.
- Dying and bleaching of hair is not allowed.

# Middle School Uniform A

Skirt or trousers worn with a blouse and House Pin.

**1 Black Crested Blazer\***

**1 Black V Neck Long Sleeve Pullover**  
(2 for boarders)

**6 White Blouses** (open-neck revere blouse)

**1 Oakham School Tartan Kilt\* and/or 1 pair charcoal grey trousers\***

**1 Plain Dark Coloured Coat** (black, navy or charcoal)

**1 House Pin\***

**6 pairs black 70D tights or 6 pairs black knee length socks** (with kilts) **or 6 pairs black ankle socks** (with trousers)

**1 Pair Black Leather Shoes - sturdy and capable of being polished** (Heel max 5cm. No ballet style pumps or kitten heeled shoes. No suede, nubuck, patent, canvas, coloured laces or buckles)

**1 Plain Black Bag for carrying books or Oakham crested rucksack\***

**1 Refillable Water Bottle**  
(Oakham School branded bottles are available for purchase from the Sports Centre although any refillable bottle is acceptable.)

**1 Oakham School Scarf\*** (optional)

*\*These items can only be purchased through Schoolblazer.*



Gunthorpe



Hambleton



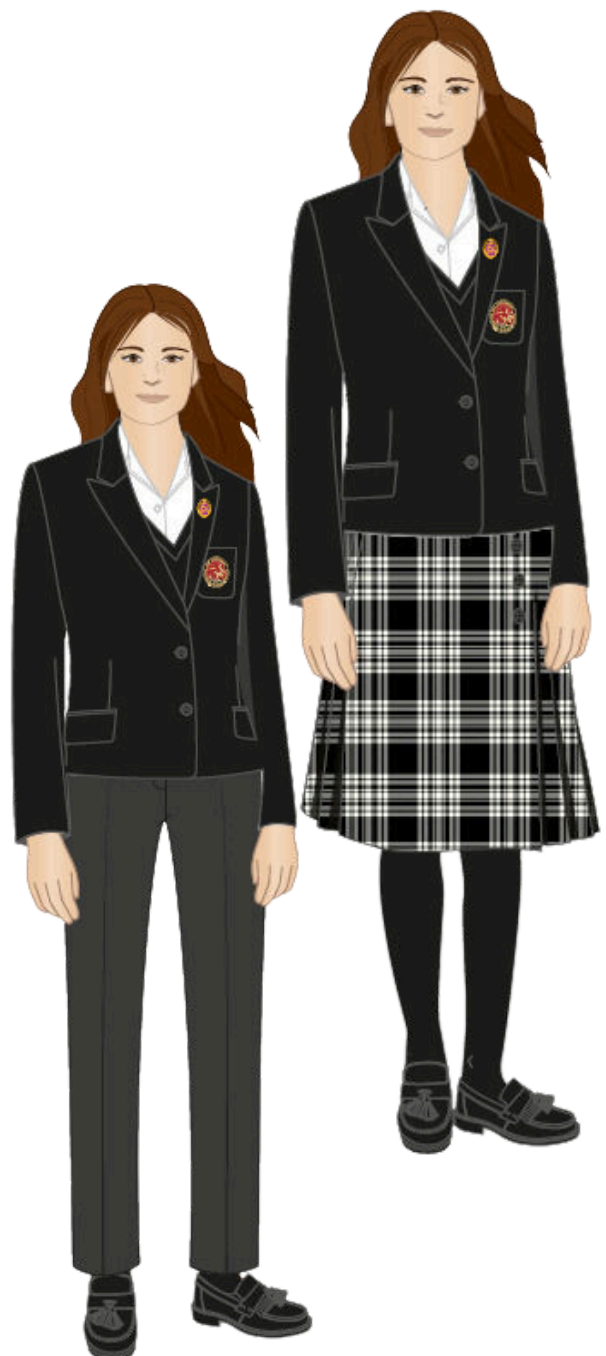
Buchanans



Rushebrookes



Stevens





# Middle School Games Kit



- 1 Black crested active jacket\***
- 1 Black crested midlayer top\***
- 1 Black crested fitness t-shirt\***
- 2 Black crested games shirts\***
- 1 Black crested games skort\***
- 1 Black crested PE shorts\* (optional)**
- 1 Black crested training pants\***
- 1 pair black crested fitness leggings\* (optional)**
- 1 Black crested pro-fit training pants\* (optional)**
- 1 Black crested baselayer top\* (optional)**
- 1 Black baselayer leggings (optional)**
- 1 Black Oakham School crested sub coat (optional)**
- 2 Pairs Oakham School games socks\***
- 1 Pair House games socks\***
- 1 Black crested duffel bag for games clothing\***
- 3 Pairs white PE socks**
- 1 Pair trainers with non-marking soles (named on outside)**

- 1 Plain black swimming costume**
- 1 Red crested swimming cap\***
- 1 Black crested swimbag\***
- 1 Large Towel**  
(with tape hanging loop in middle of long side)
- Goggles (optional)**
- 1 Mouthguard**
- 1 Pair shin pads**
- Hockey stick**
- 1 Pair astro trainers (optional)**
- 1 Black crested boot bag\* (optional)**
- 1 Stick bag (optional)**

*Your child's HM will send you details of which items to purchase at the end of the Spring Term.*

*\*These items can only be purchased through Schoolblazer.*

# Middle School Uniform B

Trousers worn with a shirt and House Tie.

---

## 1 Black Crested Blazer\*

**1 Black V-Neck Long Sleeve Pullover**  
(2 for boarders)

**6 White Shirts**

**2 pairs charcoal grey trousers\*** (3 for boarders)  
**Must be purchased through Schoolblazer**

**1 Plain Dark Coloured Coat** (black, navy or charcoal)

**2 House Ties\***

**6 pairs of black socks**

**1 Pair Black Leather Shoes-sturdy and capable of being polished** (No suede, nubuck, patent, canvas, coloured laces or buckles)

**1 Plain Black Bag for carrying books or Oakham crested rucksack\***

**1 Refillable Water Bottle**  
(Oakham School branded bottles are available for purchase from the Sports Centre although any refillable bottle is acceptable.)

**1 Oakham School Scarf\*** (optional)

*\*These items can only be purchased through Schoolblazer.*



Barrow



Clipsham



Chapmans



Haywoods



Wharflands



# Middle School Games Kit



- 1 Black crested active jacket\***
- 1 Black crested midlayer top\***
- 1 Black crested fitness t-shirt\***
- 2 Reversible crested games shirts\***
- 2 Black crested rugby shorts\***
- 1 Black crested training pants\***
- 1 Black crested PE shorts\***
- 1 Black crested pro-fit training pants\* (optional)**
- 1 Black crested baselayer top\* (optional)**
- 1 Black baselayer leggings (optional)**
- 1 Black crested smock top\* (optional)**
- 1 Black Oakham School crested sub coat\* (optional)**
- 2 Pairs Oakham School games socks\***
- 1 Black crested duffel bag for games clothing\***
- 3 Pairs white PE socks**
- 1 Pair trainers with non-marking soles (named on outside)**

- 1 Plain black swimming shorts or jammers**
- 1 Red crested swimming cap\***
- 1 Black crested swimbag\***
- 1 Large Towel**  
(with tape hanging loop in middle of long side)
- Goggles (optional)**
- 1 Mouthguard**
- Headgear (optional)**
- 1 Pair rugby boots (with kitemark safety studs)**
- Black crested boot bag\***
- 1 Pair shin pads**
- Hockey stick**
- 1 Pair astro trainers (optional)**
- 1 Stick bag (optional)**

*\*These items can only be purchased through Schoolblazer.*

Your child's HM will send you details of which items to purchase at the end of the Spring Term.

# House Clothes and Laundry for Boarders

Every effort has been made to keep these clothing requirements to a minimum.

Parents of boarders are particularly asked not to pack extra items that are unnecessary and cause storage problems.

A large soft bag or trunk is required for packing and should be clearly marked.

A tuckbox may also be brought to School, but is not essential.

## Bed Linen

Bed linen, pillows and a duvet are provided, but boarders may personalise their bedroom by bringing their own duvet covers if they wish.

## Towels

Please bring three large towels (not bath sheets), with securely fastened loops for hanging in the middle of one long side.

## The School Laundry

All items of clothing (apart from suits and jackets) should be machine washable. All washable home clothes should be suitable for tumble drying.

The School Laundry washes by standard mechanical processes. It does not wash pupils' clothing by hand. All pupils' clothing must be capable of being washed at temperatures between 40° and 60° centigrade, with the exception being badly stained sportswear and Infection Control Measures which are washed at 80° centigrade.

Underwear, socks and swimwear are all washed in House everyday. Pupils will need to purchase at least two net bags, one for light underwear and one for dark. All other laundry is washed and dried in the School laundry. They will need to bring all dirty clothes down to the laundry and put them in the labelled containers. It is vital that all items of clothing are named.

Please note that we cannot accept responsibility for damage caused to garments by the laundry process and request that pupils only bring items of clothing that can be machine-washed and tumble-dried.

**A small supply of home clothes, including jeans, shirts, sweaters, etc**

**2 netted laundry bags with name tags**  
(a suitable size for all underwear and socks)

**10 sets of underwear**

**2 pairs pyjamas**

**1 dressing gown**

**1 pair of slippers**

**1 set of clothes for outdoor pursuits**

**1 set of smart casual clothes**

**1 hairbrush and/or comb**

**1 wash bag** (which can be hung on a peg, containing sponge, toothbrush, toothpaste and roll-on/stick deodorant – no aerosol cans)

**2 or 3 large towels (with name tape hanging loops in middle of long side)**

**Shoe polish** (easy application kind)

**Handkerchiefs or tissues**

**2 face flannels** (optional)

**Alarm Clock** (separate to your mobile phone)

# Boarding House Life

## The House Team

There are lots of people in House who are there to support pupils. The Housemaster (HM), Matron, Tutors, resident staff, and Prefects all play different roles in ensuring everything runs smoothly and that everyone feels cared for. Matron is typically the main point of contact during the day and can help with most matters, especially when the HM is teaching. There is always at least one member of staff on duty in House, with names clearly listed on the noticeboard each day, along with a Duty Prefect who is available to assist. Older pupils and Prefects are also a valuable source of advice and support, and they are usually happy to help with day-to-day questions or settling into routines. Beyond the House, the Medical Centre is another place where someone is always available if needed. Altogether, there is a strong team in place to help ensure that House life is safe, friendly, and enjoyable.

## Electrical Equipment

All electrical products must conform to UK safety standards. Parents are asked to ensure that all electrical equipment is safe. The House has an annual electrical safety check and any items that do not meet these standards will be removed.

### Extension Leads

Only 4-way in-line extension leads are permitted in Boarding Houses and sockets should be accessible at all times on desks, tables, windowsills etc.

### Fairy Lights and LED Lights

MUST be battery powered

Electricals not permitted in rooms (*The list below is not exhaustive*)

- Kettles
- Tea and coffee machines
- Cold drink machines
- Refrigerators
- Timer plugs
- 2 and 3-way plug adaptors
- "Smart" plugs
- Electric blankets

## Dorms

Pupils change dorms and dorm mates every term. They are able to express a preference for whom they would like to share with, but the HM will decide on the groupings to ensure this is organised fairly.

Pupils can put up pictures and posters in their rooms using blutack as it is a nice way of personalising their space.





# Mobile Phones and Laptops

## Mobile Phones

Pupils may bring phones and other mobile devices to school, but there are clear restrictions on when, where, and how they can be used:

- All pupils must register their mobile phone numbers with their HM.
- Pupils in the Lower and Middle Schools must hand their mobile phones into their HMs at the start of the day. They should not be in their possession during the School day (08:35 – 17:50), unless specific permission has been given by the HM or the medical team. If seen, they need to be reprimanded and given a School Detention on iSAMS, for 'inappropriate use of mobile phone'. Their HM and Tutor will then follow up the breach of the School Rules.
- During the School day (08:35 – 17:50) Upper School pupils' mobile phones must not be visible whilst they are walking around the school site. If seen, they need to be given a warning and the incident logged on iSAMS. Repeat offenders will have to hand their mobile phones into their HM or Matron for a set period of time (minimum of one week). 'Inappropriate use of mobile phone' must be logged on iSAMS.
- If a pupil walks past a member of staff during the school day with their phone out, they should always expect the phone to be confiscated, for it to be given to the relevant HM or Matron, and for them to be put into a School Detention.
- Mobile phones may be used in Houses following the clear guidance and permission of individual HMs.
- Mobile may not be used in lessons or activities for pupils in the Lower or Middle School.
- Mobile phones can only be used in lessons or activities in the Upper School with specific permission from the teacher or supervising member of staff.
- They must not to be used in the Library or the Barraclough.
- Sending or recording obscene or threatening messages either verbally or online is illegal and is a breach of the Communications Act. Such messages will be regarded as bullying and will be dealt with according to the School's Anti-Bullying Policy.

Inappropriate use is likely to lead to confiscation of the device and sanction. Mobile phones and other electronic devices brought into school are personal property and are not covered by the School's insurance.

## Additional Information for Boarders

Phones are handed in during prep time. Pupils then have some time between 9pm – 9:45pm with their phones, after which they hand all electronic devices in overnight. Form 5 also hand their phones in overnight.

The best time for telephone calls are:

Monday / Wednesday / Friday:

Between 18:00 - 19:00 and 21:00 - 21:30.

Tuesday and Thursday: Between 16:30 - 18:00 and 21:00 - 21:30.

Please avoid calling between 19:00 – 21:00 as pupils will be in prep and also after 'lights out'; if pupils are caught on their phones after lights out, they will be confiscated, even if they are talking to parents.

There is more flexibility over the weekend, so this is also a good time to have contact.

## Laptops

We recommend that all pupils, including boarders, purchase a laptop or 2-in-1 device to complete their schoolwork both on campus and at home.

Having a personal, web-enabled device allows for flexible learning and ensures pupils can access resources in the evenings for research and prep, which are often assigned via Microsoft Teams.

Ideally, this device should be a Microsoft Windows-based computer running Windows 10, as it offers the highest level of compatibility with the School's systems and provides a consistent working environment.

While Chromebook and Apple devices are also acceptable, they must have Microsoft Teams, OneNote, and Office installed, as these applications form the core digital toolkit used by staff and pupils.

All pupils are expected to adhere to the School's acceptable use policy. Further information and guidance on choosing a suitable device can be found [here](#).

# Medical Centre

Oakham School Medical Centre,  
15 Station Road, Oakham, Rutland LE15 6QT  
+44 (0)1572 758555

[medical@oakham.rutland.sch.uk](mailto:medical@oakham.rutland.sch.uk)

School Medical Centre Manager:  
Mrs Abby Oakenfull

## Medical Centre Opening Hours

The School's Medical Centre is open and staffed by qualified nurses from 8:00am to 7:00pm on Mondays and Fridays, and from 8:00am to 6:00pm on Tuesdays, Wednesdays, Thursdays, and Saturdays. Outside of these hours—including overnight and all day Sunday—a nurse is on call and available from home to provide support in case of medical concerns.

## Contacting the Medical Centre

If you are ever concerned about your child's health, please don't hesitate to contact the Medical Centre's nursing staff. Pupils who feel unwell are encouraged to speak first with their Matron, or with their HM. The Medical Centre works closely with the Houses and is always available to assist with any medical concerns that cannot be managed in-house. Should a pupil need to be admitted to the Medical Centre for further care, parents or guardians will be contacted by the House, who will also keep them regularly informed of their child's progress.

## Medical Arrangements for Boarding Pupils

Full boarding pupils are registered with the School Doctor (GP) and receive medical care through the Medical Centre, either from the GP or from the on-site nursing staff. Weekly boarders can choose whether to stay registered with their home GP or register with the School Doctor. To register with the school's GP, parents will need to complete an online form that will be sent separately before their child's arrival.

If a boarding pupil becomes unwell during the school holidays or while at home, they can still be seen by their home GP as a temporary resident. However, it is essential that pupils are not fully re-registered with their home GP, as this can disrupt their access to the School's medical services upon returning to Oakham.

## Medical Support for Day Pupils and Non-Registered Weekly Boarders

Day pupils and weekly boarders who are not registered with the School GP can still be assessed and treated by the School Nurses. If further medical care or ongoing treatment is necessary, the pupil will be referred back to their home GP. In situations where a pupil is staying overnight at school and requires medical attention, they may be seen by a doctor as a temporary resident for that specific occasion. If more extensive treatment or hospital care is needed, the school will ask parents or guardians to collect their child and continue treatment at home.

## Guidelines on Medication

To ensure the safety and wellbeing of all pupils, medication must not be kept in Houses unless it is stored securely with Matron. Pupils who bring medication to School are required to hand it in to the Matron. Additionally, if a pupil has received any medication at home in the morning, parents should inform the School so that dosages are not accidentally exceeded during the day. All medical information shared with the Medical Centre will be handled with confidentiality.

Skin lotions and inhalers are the only items permitted to be kept by pupils in their rooms. All other medications must be stored in a locked facility and administered under supervision. Pupils are not allowed to self-medicate, and the School cannot accept responsibility for any medication taken without a staff member's knowledge.

## What to Do If a Pupil Feels Unwell

During the day, pupils who feel unwell should visit Matron for evaluation and care. If a pupil becomes unwell during the night, they should ring the doorbell of the HM or one of the Duty Residents' flats for assistance. The School's on-campus Medical Team will assess the situation and advise on the necessary steps. Should hospital treatment be required, the School will transport the pupil and keep parents informed throughout.

## Procedure for Missing Sport or Service Activities

If a pupil is unable to take part in sport or service activities due to illness or injury, they must obtain a 'Leave Off' slip. This document should be presented to the staff member in charge at the beginning of the session. After doing so, the pupil may either return to House—after checking in with the HM, Matron, or Duty Tutor—or remain at the activity session to observe or assist. Pupils are not permitted to excuse themselves from games or activities without first consulting either the HM or Matron.

## Minor Illness and Minor Injuries

Our nurses are trained in the assessment of minor illness and injuries. For boarders, it may not be necessary for a pupil to see the school doctor as our nurses can treat a range of minor illnesses, such as earache, tonsillitis, and chest infections.

They also assess and treat injuries and, if necessary, refer on to the pupil's own doctor or to Accident and Emergency.

## Sports Injuries

The majority of sporting injuries are treated at the Medical Centre. If a pupil has a suspected fracture, we will send them to hospital promptly for assessment. We also have paramedic cover on rugby match afternoons and 999 would be called in the event of an emergency.

## Physiotherapy

Oakham School has its own physiotherapist. There is free triage through the week and appointments can be arranged on Tuesdays and Thursdays.

## Dentists and Opticians

There are both private and NHS dentists in Oakham and several opticians, however it can be difficult to get appointments out of School time.

For boarders pupils can talk to their HM who can make arrangements for them; however, we advise that routine check-ups are done at home during the school holidays.

## Mental Health Provision

Oakham School have a Clinical Psychologist and Mental Health Practitioners, in addition to the School nurses.

All pupils can access this service, whether they are day or boarding, by completing a referral form accessed via the Oakham start page and clicking on the wellbeing icon. Consultations with the counselling service remain confidential. There is a charge to see our Mental Health Practitioners after six sessions.

Further details are available on request from the Medical Staff and costs are outlined in the Bursary Booklet.

## Vaccinations

The local NHS Community Immunisation Service comes into School and offers all routine childhood vaccinations.

Travel vaccinations can be arranged through the local pharmacy and recharged back to your school account.

Parental consent for any vaccination will be necessary for all Lower School pupils.

# Safeguarding and Wellbeing

At Oakham School, the safety and wellbeing of our students is our utmost priority. We are committed to fostering a secure and supportive environment where every child feels valued and protected. Our robust safeguarding policies and practices are designed to ensure that all students, whether day pupils or boarders, receive care and guidance that meets the highest standards. We actively promote a culture of vigilance and responsibility, empowering staff, students, and parents to play an integral role in safeguarding.

We follow strict procedures to prevent harm and to respond effectively should concerns arise. Our dedicated safeguarding team works closely with external agencies to ensure that best practices are followed. All staff receive regular training to remain informed about current safeguarding issues, reinforcing a shared commitment to student welfare. By working in partnership with parents, we aim to create a community where every child can thrive academically, socially, and emotionally in a safe and nurturing environment.

# Learning Support

Oakham School delivers excellent provision for Learning Support through its specialist department of qualified teachers.

## Provision and Reasonable Adjustments for SEN

Oakham offers the following arrangements and adjustments to support pupils who come to the School with identified learning difficulties, and for those pupils who are identified as having learning difficulties at some point during their time at Oakham.

As stipulated in the School's Admissions Policy, parents must inform the School of any additional learning needs (SEN) and disabilities at the point of registration.

## Included in the School Fees

- Small class sizes for mainstream curriculum lessons
- Group learning support lessons for Forms 1-3
- Drop-in learning support sessions on Tuesdays and Thursdays from 2.00pm – 5.30pm
- Weekly academic subject support sessions with subject teachers
- Preparation, maintenance and communication of Individual Education Plans (IEP)

## Not included in the School Fees

Where bespoke, individual diagnosis and support is required, the following are provided at an additional charge to parents:

- One-to-one or small dedicated group support with a qualified learning support specialist teacher
- Assessments for Access Arrangements

Please note that it is not possible to use evidence provided by other assessors or educational psychologists to support applications for access arrangements. Assessments must be carried out by one of our approved assessors following permission from parents.

## Terms and Conditions

Prices for one-to-one learning support for the following academic year will be advised in the Financial Information Booklet which is sent out annually over the summer holidays with the Winter Term bill. The Financial Information booklet can also be found on the [website](#).

For some pupils, the School may recommend or stipulate a certain level of chargeable one-to-one support. Offer letters may include a requirement for a certain level of one-to-one Learning Support as a condition of entry. All one-to-one lessons will be chargeable in arrears. Lessons missed or forgotten by pupils will be chargeable unless there is an adequate reason communicated in advance to and supported by the Head of Learning Support, Dr Emma Stanley Isaac. (e.g. school commitment clash and no ability to reschedule, or teacher not available and no ability to reschedule). A register of attendance will be maintained.

Pupils may withdraw from one-to-one lessons at the start of a term providing that notice to withdraw has been made in writing to and supported by the Head of Learning Support. Please note at least half a term's notice (not including holiday time) is required.

In the event charges for one-to-one Learning Support are found to be too onerous, parents will be able to apply for bursary support, which would involve the submission of full financial circumstances and supporting documentation as for bursaries relating to School Fees. Please contact the Finance Bursar in these circumstances.

## Contact details

**Head of Learning Support, Emma Stanley Isaac**  
[esi@oakham.rutland.sch.uk](mailto:esi@oakham.rutland.sch.uk)

**Finance Bursar**  
+44 (0)1572 758600  
[financebursar@oakham.rutland.sch.uk](mailto:financebursar@oakham.rutland.sch.uk)

# English as an Additional Language (EAL)

Oakham School delivers an excellent provision for English as an Additional Language (EAL) through its specialised department of qualified teachers.

## Provision and Reasonable Adjustments for EAL

Oakham offers the following arrangements and adjustments to support pupils who come to the School with identified English language needs, and for those pupils who are identified as needing academic language support at some point during their time at Oakham.

## Included in the school fees

The following support is included in the school fees:

- Small class sizes
- Drop-in session Tuesday 2.00pm to 5.30pm, to provide revision sessions, subject workshops or individual support
- Preparation and maintenance of the Individual Education Plan (IEP) page for all teachers

## Charges to parents for EAL support

Where bespoke, individual assessment and regular support is required, the following is provided at an additional charge to parents:

- One-to-one support with a fully qualified EAL specialist teacher

Parents should note that offers to pupils for places in the School may stipulate a certain amount of EAL support initially, which will have cost implications. Clearly, the amount of EAL support will be kept under close review over time between the pupil's parents and the School.

## Terms and conditions

For one-to-one EAL support for the following academic year will be advised in the Financial Information Booklet which is sent out annually over the summer holidays with the Winter Term bill. The Financial Booklet can also be found on the [website](#).

The School may recommend or stipulate a certain level of chargeable one-to-one support for a pupil. All one-to-one lessons will be chargeable in arrears. Lessons missed or forgotten by pupils will be chargeable unless there is an adequate reason (e.g. school commitment clash and no ability to reschedule, teacher not available and no ability to reschedule) with which the Head of EAL, Ms Jan Irving [jmi@oakham.rutland.sch.uk](mailto:jmi@oakham.rutland.sch.uk), is in agreement. A register of attendance will be maintained.

Notice to withdraw the pupil from one-to-one lessons at the start of a term must be made in writing to the Head of EAL no later than the last day of the preceding term's half-term holiday (Exeat).

The School may be able to accommodate ad hoc one-to-one EAL academic language support, but priority will always be given to pupils with an IEP. In the event charges for one-to-one EAL support are too onerous, parents will be able to apply for bursary support, which would involve the submission of full financial circumstances and supporting documentation as for bursaries relating to School Fees.

For details of how to apply, please get in touch.

## Contact details

**Head of EAL, Janet Irving**  
[jmi@oakham.rutland.sch.uk](mailto:jmi@oakham.rutland.sch.uk)

**Finance Bursar**  
+44 (0)1572 758600  
[financebursar@oakham.rutland.sch.uk](mailto:financebursar@oakham.rutland.sch.uk)

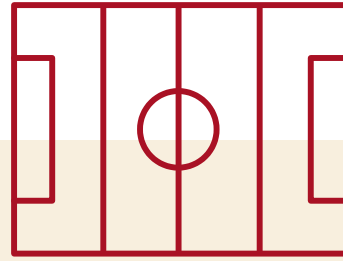


# Sport

**Director of Sport: Steve May**

+44 (0)1572 758803

[sjm1@oakham.rutland.sch.uk](mailto:sjm1@oakham.rutland.sch.uk)



Oakham School is proud to offer an inclusive and engaging sports programme for all pupils. With a variety of opportunities available—from competitive teams to recreational participation—sport plays a key role in supporting wellbeing, building teamwork, and encouraging a lifelong love of physical activity.

## Weekly Sports Schedule

Pupils will engage in:

- Games sessions: Tuesday and Thursday
- Fixture afternoon: Saturday

## Fixtures and Team Selection

- Pupils should expect to be selected in fixtures and be willing to represent the school.
- All fixture details are available at [www.oakhamschoolsport.co.uk](http://www.oakhamschoolsport.co.uk)
- Team sheets will be uploaded to SOCS by 6pm, 48 hours prior to each fixture.

## Kit and Equipment

- Pupils must wear the correct school uniform for all sporting activities and when travelling.
- Mouthguards (rugby/hockey): Fitted in Week 1 by OPRO. They are Oakham branded, include the pupil's name and House, and are billed directly.
- Safety requirements:
  - Boys' rugby boots must be fitted with 'kitemark' studs
  - Shin pads are compulsory for hockey and football

## Medical and Injury Support

- Injuries can be reported by staff or directly to: [medical@oakham.rutland.sch.uk](mailto:medical@oakham.rutland.sch.uk)
- Physiotherapy is available via Excellence Physiotherapy following triage booking.
- Return2Play manages head injuries with precautionary placement on concussion protocol and a video assessment by a specialist.

## Stay Connected

- Updates and highlights are shared on our Instagram: [@OakhamSport](https://www.instagram.com/OakhamSport)
- SOCS calendars can be synced with personal calendars for easy access to schedules.

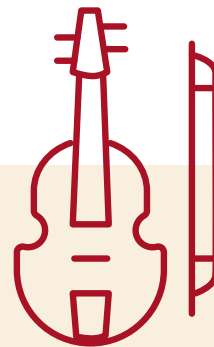
## Support and Match Teas

We warmly invite parents and supporters to fixtures. Your presence and encouragement are always appreciated. Match tea for parents and guests will be served in BAFS Pavilion following the fixtures. Pupils are expected to attend match teas.



# Music Tuition

**Director of Music: John Mountford**  
[jm@oakham.rutland.sch.uk](mailto:jm@oakham.rutland.sch.uk)



Over 200 individual music lessons and rehearsals for 12 regular weekly ensembles take place each week. Pupils are supported in their preparation for solo performances, and the Department also offers the chance to enter ABRSM and MTB music exams each term, as well as annual entries for RockSchool exams and LCM Music Theatre exams.

Our large team of specialist teachers offers the following lessons:

- Strings: Violin, Viola, 'Cello, Double Bass, Harp
- Woodwind: Flute/Piccolo, Oboe, Clarinet, Bassoon, Saxophone
- Brass: Trumpet, Cornet, Euphonium, Horn, Trombone, Tuba
- Percussion & Drums: full range
- Guitar: Acoustic, Bass, Classical & Electric
- Piano & Organ
- Singing

Standard music lessons last 35 minutes, though more advanced students often take extended lessons.

The School offers discounted tuition to pupils once they have achieved a Merit or Distinction in an ABRSM, MTB Practical Grade 6 and above. The discount rates are as follows:

Grade 6 (50% discount);  
Grade 7 (75% discount);  
Grade 8 (100% discount).

Pupils who received subsidised tuition will be expected to continue their good progress, practise regularly, and make a strong musical contribution in School ensembles (or chamber music / accompanying / duet playing in the case of pianists). Individual music teachers are experienced in recommending when pupils are ready for the musical and technical demands of higher grade exams.



# LAMDA Acting Lessons



**Director of Drama: Mrs Gilly Norell**

gn@oakham.rutland.sch.uk

**Teacher of Acting, LAMDA Coordinator: Mr David Norell**

dn@oakham.rutland.sch.uk

Around 50 pupils take regular Acting or Vocal Coaching Lessons in an academic year and although examinations are not mandatory, those pupils who take LAMDA Acting and/or Shakespeare Exams enjoy a high success rate with all passing, many with Merit and Distinction.

Lessons are offered to all ages and can lead to LAMDA Graded Examinations in Acting (including Shakespeare) – solo and combination/duo and Speaking in Public. Pupils may choose to be taught on their own or, where possible, with a partner.

A pupil wishing to work in a pair, and who may not initially have a partner to study with, will be encouraged to study solo pieces and join a partner as and when the opportunity arises.

## **Audition Technique**

Pupils are also offered the opportunity to prepare for any auditions that they have arranged, including for: Oakham School productions, Drama Scholarships, National Youth Theatre, and Drama School Auditions.

## **Finding their Voice**

One-to-one vocal coaching sessions are offered to assist a student with self-confidence in acting and public speaking by addressing particular aspects of their spoken voice to aid their diction and clarity, and or the quality of their vocal expression.

## **The Cost**

There is an additional charge for LAMDA lessons, which will be added to your School bill. Individual or duo lessons are available. Costs of LAMDA lessons are outlined in the Financial Information Booklet, which is sent out annually over the summer holidays with the Winter Term bill. The Financial Information Booklet can also be found on the [website](#). Examination Fees (set by the Board) are also charged at exam time.

## **Administration**

Lessons of 35 minutes duration are offered once per week in curriculum time and every effort is made to ensure that no more than one lesson per subject is missed per half-term.

Pupils' achievement is reported upon under the PR system at the end of each term, and Parents/Guardians are welcome to contact their Teacher for an informal, interim report or for advice regarding their son's or daughter's progress.

You are welcome to contact the LAMDA Coordinator or the Director of Drama for further information or clarification.

We welcome pupils of all ages and abilities and look forward to playing our part in helping them to find their voice, develop their talents, hone their acting skills, and add to their appreciation of the dramatic arts.





# CARE COURAGE CONTRIBUTION CONNECTION

