



King's College  
TAUNTON

# House Information

*Woodard*



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## Welcome

Woodard values kindness, tolerance, integrity and an attitude of working hard to make the most of the many fantastic opportunities on offer and King's College. Woodard pupils over the years have fared very well at hardy challenges such as Ten Tors and Duke of Edinburgh.

Most importantly however, is that Woodard pupils are known to be incredibly supportive of each other, and value equally whatever gifts each individual has. As a result Woodard is known very much as a happy and caring house.

The Woodard team strive to make your child's experience as good as it possibly can be. We are proud of how the tutor team gently encourage the pupils to go beyond their potential, whether that is academically, sporting or in a life skill. The Houseparent works with both the tutors and the teachers in our community to ensure progression is measured and appropriate to the needs of your child.

The pupils are very welcoming of others into their home. Whether you live nearby or further afield, your child will have the best possible experience growing up within Woodard. There are social areas for everyone to relax, enjoy each other's company and to catch up on the latest entertainment. There are two kitchens where the pupils' culinary skills are put to the test as they struggle to make 'toast', sometimes a Pot Noodle and occasionally even an edible meal.

Woodard House strives to make your child's teenage years an unforgettable time.

**MR ADAM LAMBERT**  
*Houseparent*



## Then and Now

Woodard came into being in 1965, when rapidly increasing numbers meant the school urgently needed another house. It was named after the Reverend William Woodard who had been Headmaster of the College in 1866, and advocated the teaching of 'the unfashionable cause of science'.

In 1977 Woodard House was moved to the old rambling Convent site where other boarding houses were also located. In 2002 the new house was built on the main school site, an impressive building rendered in an earthy pink to reflect the hues of the local soil, with lovely views over the 1st XI cricket outfield.

It is the intention of the Houseparent and House staff to make Woodard a friendly, happy and exciting house in which to live and learn. The Houseparent's aim is to bring out the best in the pupils, whatever their interests. Above all, Woodard should be a safe and happy home away from home, allowing the pupils to meet their potential in work and play.



“ The staff in Woodard aim to create an atmosphere which is open, tolerant and trusting. We encourage the pupils to develop their co-curricular interests and promote culture, sport and academic achievement. ”

# House Staff



**Mr Adam Lambert**  
*Houseparent*

After studying Physics at Durham, I started my professional life as an Aerospace Engineer with Rolls-Royce. I enjoyed working in a variety of roles, including one in Hong Kong, but lacked passion for the job. A passion that I have now found in teaching physics, coaching rugby and caring for the fantastic pupils in Woodard.

Growing up in the Highlands of Scotland and schooled at Gordonstoun, there are few things in life that don't interest me. Currently my spare time is mostly focussed on mountain biking, surfing, practising the bagpipes and spending time with my lovely family.



**Mr Rob Woodman**  
*Deputy Houseparent*

After playing professional cricket I have coached the sport throughout the South West, enabling many an aspiring youngster to achieve their dreams.

I've been an integral part of the King's community for the past ten years, helping a multitude of sports teams from basketball through to girls' cricket.

Whilst sports are my passion, I can often be found assisting pupils with their choices beyond King's.

During my spare time I have an amazing family who keep me entertained; life with two young children is never dull!



**Mrs Jane Berry**  
*House Matron*

Mrs Berry has been lending her wisdom to King's for over 20 years, originally as a sports coach and also in Woodard since the first introduction of house matrons. No-one knows the runnings of the house better. To quote a recent leaver addressing the house: "...you have no idea how much Mrs Berry does for you."

She is a huge support to all the pupils; however, they also know she'll definately keep them in line if required!



**Mrs Sarah Wade**  
*Afternoon Matron*

Mrs Wade joined the house last year with the new introduction of afternoon matrons. She is a hugely caring and gentle person, who loves spending time chatting with the pupils.

Her tenderness is a huge asset to the house, however, with a degree in criminology under her belt, she also keeps them honest.

## House Assistants and Tutors



**Mr Matt Lang**  
*Head of Physics*



**Mr Adam Hurrell**  
*Head of Geography*



**Mr Jason Grindle**  
*Head of Design and Technology*



**Mr Stephen Payne**  
*Maths Teacher*



**Mrs Caroline Sorenson**  
*History Teacher*



**Mr Leon Oxenham**  
*Business & Economics Teacher*

If Mr Lambert is not around, pupils can talk to the Deputy Houseparent Mr Woodman who also lives in the House on the ground floor. In addition, there are the Woodard House Assistants who do an evening duty from 7pm to 10.30pm. Pupils can always ask them for help and advice when they are on duty or at any other convenient time.

There are specific Third Form tutors who have extensive experience in helping the transition from prep school to King's College. They understand the common concerns that your child will have and can pre-empt these issues, thereby settling the pupils into the Woodard family. They also prepare your child for the tough decisions that have to be made for their GCSE choices.

Fourth and Fifth Form tutors are specialists in preparing your child for the pressure of GCSE exams, through to A level choices. They know what makes them 'tick' and are well placed to advise them on the best course of action. They are well versed in helping to find a balance between academic studies and sporting and co-curricular interests.

**In all cases, the Tutor is the first point of contact if you have a query regarding your child.**

# Settling In

There are likely to be staggered arrival times for pupils arriving on Sunday 4 September, in order that they can be safely admitted to accommodation etc. Arrangements for specific timings of drop-offs will be co-ordinated by the Admissions team.

The term gets underway on Monday 5 September and full details of all arrangements will be coming to you soon.

All new pupils and their families are invited to a BBQ hosted by our Parents' Association. New pupil inductions to the House and year group meetings would also take place on this day.

The House and Vice Captain play an important role in the House. They help new pupils settle in and model behaviours. Please feel free to ask them questions when you see them.

## CONTACTS

### Mr Lambert

ALambert@kings-taunton.co.uk  
07703 741149 / 01823 328229

### Mrs Berry

07808773409

### Duty Mobile

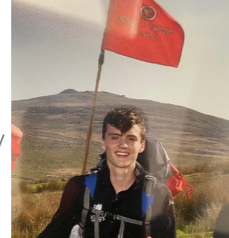
07715035342

### Jamie Robinson *House Captain*

I joined King's in the Third Form and was lucky to be put in Woodard. I had not boarded at my prep school but quickly felt settled and comfortable. I have loved every moment in the house and the atmosphere in Woodard is truly special. To be House Captain is a real honour and I hope to have an extremely positive impact on the house this year.

I am studying maths, physics and chemistry for A level. I also enjoy hockey and cricket as well as extra-curricular activities such as CCF, recently completing the Ten Tors challenge and Gold Duke of Edinburgh Expeditions.

I hope to make your start at King's, and especially in Woodard, as enjoyable and seamless as possible. I will always be around to support you in any way I can.



### Charlie Glaisher *Deputy House Captain*

Charlie joined King's in the Third Form, and looks forward to meeting and helping new boys settle in to Woodard.



### George Blakey *Deputy House Captain*

I have been a King's pupil since the start of the Third Form and a boarder since the age of seven; I've thoroughly enjoyed it. I am currently living in Kenya and have two older brothers who were also in Woodard.

I am studying geography, PE and economics, and my favourite out of the three is geography. My tutor (Mr Lawford) and housemaster (Mr Lambert) have been very supportive in these choices. I also really like sport; I particularly enjoy rugby, hockey, cricket and squash. I represent the school in my chosen sports throughout the school year. I am also taking part in the DofE Gold Award and I am a member of the Royal Marines section in CCF.

I am really looking forward to my Upper Sixth Form year as Deputy House Captain and international prefect. I hope to get absolutely everyone involved in all the incredible activities the school has to offer.



# Communication

## Mobile Phones

Most pupils will have their own mobile phones and this will be their primary method for keeping in touch with home. We promote positive use of mobile phones, and as a part of this, Third, Fourth and Fifth Formers are not allowed to use their phones out of the house during the main school day. Phones are also handed in during prep and bed times.

Please note that pupils' phones should be covered by their own insurance. The school cannot accept responsibility for loss and/or damage.

We also have a landline phone and it can be arranged for pupils to use this at their cost.

## Post and Emails

Post is delivered each morning and is placed in the pupils' rooms. The House address is:  
Woodard House  
King's College, Taunton, Somerset  
TA1 3LA

All pupils have a school email address "surnameinitialinitial"@kings-taunton.co.uk  
Eg. jonesab@kings-taunton.co.uk

## The School Calendar

The daily timetable, events, activities and sports fixtures that will take place throughout that term can be accessed on the school portal.

## Registration and Roll Calls

It is very important that you register between 8.10am and 8.20am (Monday to Saturday) in the House common room. Day pupils who arrive late must register at reception in the main school building. There is also a registration in the afternoon at 1.45pm in the Woodard common room, and at 7pm on a Saturday night.

Monday to Friday there is a roll call in House for boarders and day pupils staying for prep at 6.50pm, but it is expected that pupils are in their study areas starting prep by this time.

There is a formal roll call at 10.30am and 2pm on Sunday and then at 6.50pm in the large House common room.

## Internet and Electronic Devices

The House has internet access that each pupil can use through their school login. The main use of the internet should be for work purposes and contacting family. However, a measured and appropriate use for social media and gaming is acceptable following the school's IT usage policy, and with guidance on balancing phone use through PSHE and house discussions.

Internet should not be used through mobile phone networks as the school has no ability to ensure appropriate guidance and e-safety.

Pupils may use their laptops during prep times, however, mobile phones will taken in during prep (7pm - 8.30pm). All electronic devices will be taken in at bedtime. If a phone is confiscated for inappropriate use, for example during lessons, it will be returned 24 hours later.

## Reports

Each term pupils receive numerous reports. Every three to four weeks you will get an effort report simply stating a numerical value associated with the level of effort exerted in each subject area.

At the end of half terms and full terms more detailed written reports will be completed to show achievement grades, effort grades and in examination years, target grades. These will be complemented by teacher, tutor and Houseparent comments.

# The School Week

## A Typical Day

Breakfast is between 7.30am and 8am. There is a registration in House between 8.10am and 8.20am every morning, and day pupils should arrive for this time. Between 8.30am and 8.50am there will be a House meeting (Monday), an assembly (Tuesday), a tutor period (Thursday) or a short Chapel Service (Friday). On Wednesday there is a longer Eucharist Service.

There are three or four lessons in the morning followed by lessons and games in the afternoon. Supper is at 6pm and prep starts at 7pm. Day pupils can go home after their last school commitment or can choose to stay in the House for prep. There is free time after prep when pupils can watch TV or visit other houses. Bed times and lights out vary per year group and are later for older pupils. Third Form pupils should be in the dormitory at 9.40pm with lights out at 9.50pm.

## Weekend Arrangements

Saturday morning is the same as a normal school day up to lunch, with sporting commitments in the afternoon. This is when most, but by no means all, sports fixtures against other teams and schools are scheduled. These can be at home at King's, or as an away fixture. Parents, guardians, family and friends are invited to watch either home or away fixtures when possible. Day pupils are free to go home once they have finished their school commitments, and can be picked up at an away fixture if suitable.

Boarders are encouraged/expected to stay at school over weekends since there are loads of activities and social events on offer. However, if they would like to go away for the weekend, parents or guardians must complete the weekly form sent out by Mr Lambert by midnight on Wednesday of that week. If they are to stay with a friend, Mr Lambert also requires an email from the friend's parents.

It's recommended all boarders stay the first weekend for the House to bond and settle.

## Prep Time

Evening study sessions (prep) run from 7pm to 8.30pm for the whole school. The Third and Fourth Formers hand in their phones during this period. The Fifth and Sixth Formers are expected to study outside this time as well. Pupils are expected to be in their study areas ready to start work at 7pm. It is imperative that this time is quiet and conducive to academic study.

## Signing In and Out

Everybody in the House must sign out in the evening or when leaving the school on a trip or during Town Time. This is so that we know whether they are in the building or not. They must also remember to sign in on return.

## Sport

Pupils should play sport and/or take part in activities at least three times a week, whatever their standard. Lists for games appear on the notice boards in the main school corridor.

If a pupil's name does not appear on the activities list on the first day or two, please let us know immediately.

Day pupils use their room in Woodard to change, and can store kit there if desired, though they must remember to keep it tidy!



## HOUSE TRADITIONS

**Prefects** - Upper Sixth pupils have the opportunity to be a House prefect. This enables them to develop their leadership skills and give back to the House by helping and supporting others. For example they may help with prep, help duty staff get younger years to bed, lead on inter-House competitions and generally be good role models.

**House Colours** - House Colours are awarded to pupils who go above and beyond for the House. This might mean contributing to a single House event or competition, or consistently putting themselves forwards for the House. They can also be awarded for positive contributions to the House community and Colours are awarded at Junior (Third to Fifth Form) and Senior (Sixth Form) level.

**Inter-House Competitions** - House spirit in competitions is strong and we seem to have bagged most of the sports cups last year.

We always perform well in the general knowledge competition and the pupils are encouraged to get involved in as much as they can. By far the most important event is the Christmas sketch competition. Never has a prize, in this case a small bag of Haribo and three Double Deckers, been so strongly contested.

# Domestic Arrangements

## Day Pupils

Day pupils are encouraged to play as full a part in the House as possible. You may go home after your school commitments but many pupils stay for all or part of prep time in the evening. You may also wish to stay for school activities such as play rehearsals.

Pupils are encouraged to board on one night of the week (free of charge). Parents and guardians will be sent an electronic form by Mr Lambert on Fridays that is to be completed by midnight on Sunday to request boarding nights for the following week. Any changes to this must be emailed to Mr Lambert.

When a day pupil arrives in the morning (8.20am at the latest) they must register at the House, and when they go home for the day they are expected to sign out. When they sign out it is assumed that they are going straight home.

## Valuables

As a house we have a very strict anti-theft culture, which everyone supports. However, all pupils have lockable spaces and are encouraged to use them for anything of great value, and ensure that they have appropriate insurance for loss or damage. Where possible, please name all valuables.

We also have a strong policy of not borrowing without permission, something that can lead to stressful misunderstandings if not adhered to.

## Bedrooms

Our Third Formers are located on the second floor, the Fourth Form on the first floor in dorms. Fifth Formers generally share twin rooms and we are fortunate all Sixth Form boarders have individual rooms throughout the House. Each floor has a kitchen, so please feel free to bring food. All pupils must bring a padlock to lock all valuables away safely.

In Woodard all year groups have study bedrooms and pupils are encouraged to take responsibility for their own work. The Houseparent encourages pupils to decorate their studies, while remaining within the bounds of reasonable taste.

Bedtimes are posted on the House notice boards and vary for each year group.

## House Games and Sunday Activities

The house is well equipped with pool table, table tennis table (outdoor and indoor), table football and two PS4s. The main common room has a huge TV, and we also have a dedicated cinema room with a projector and surround sound. House staff and senior pupils often organise informal events like FIFA tournaments, garden cricket, table tennis matches and 5-a-side football.

When the weather permits, the BBQ gets fired up on some weekday evenings or usually a Sunday. Over winter, we'll often order in some takeaway and either hang out or put on a film.

As much as we love Woodard, we hugely value spending time with other Houses and try to frequently run mini-events with other Houses, for example dodgeball tournaments, cook-offs and casino nights. This year we are joining up with Meynell House to run the Winter Ball. Alongside this, we will aim to do at least one charity event throughout the year, with 'Rave in the Cave' being a previous hit.

The school runs an exciting weekend activity programme with a variety of events and trips. We also complement this with the occasional house trip. Trips to date for both include surfing, quad biking, climbing, flip-out, restaurant meals, bowling and cinema.

## Tuck Shop and Food

There is a House tuck shop running daily at break and from 8.30 to 9pm. Milk can be ordered at the beginning of term for pupil's own use and charged to their school bill.

## TOWN TIME

Town Time is Wednesday between the hours of 4pm - 5.50pm, Saturday afternoon until 6pm and Sunday until 5pm for the Third, Fourth and Fifth Form. During this time pupils may walk into Taunton in at least groups of two, staying within the bounds set by school rules

You do not need to ask for permission to go to town in these specified times, but you must ask a member of Woodard staff if you need to go at other times.

You should always sign out. The Sixth Form have the same rules at the weekend but during the week can go out after 2pm and return by 6.30pm. You must honour all school commitments before going into town.

**Laundry**

There are linen baskets on each floor. These are emptied each morning and clean clothes should reappear in individual lockers in the linen room within a day or so. Games kit should be ready within 24 hours of placing it into the baskets. As well as the school laundry service, we have in-House facilities that include washing machine, tumble dryers and ironing equipment.

**Start and End of Term**

Boarders are expected to return to school between 5pm and 7pm at the start of every term and half term. Boarding Houses close at 5pm at the end of every term and half term. The only anomalies to these timings are for the very first Sunday of the academic year, where we welcome pupils throughout the day, and the final day of the year where we finish at lunchtime with Houses closing at 2pm.

The official school ending times are available on the school website and are also published in the school diary. The Houses need to be vacated promptly at the end of terms and beginning of half terms. The boarding Houses are not staffed after this time so it is not possible for any pupils to be accommodated after this time and date. Nor is it possible for any pupils to access the boarding Houses during the school holidays. It is important therefore that flights are arranged

to correspond with term dates. If it is not possible to secure a flight on this day then pupils will need to stay with their guardians until the day of their flights.

The only exception to this is when a school trip has been organised. On such occasions the member of staff organising the trip will put in place suitable accommodation arrangements.

Due to the requirements of the UK Home Office, all boarders with a tier 4 visa are required to provide precise details of movements during holidays, including flight details and the addresses at which they will be staying.

**Travel**

**Booking taxis and train tickets** – The school will book taxis and train tickets for pupils, although we do ask that we are given suitable notice to provide this service. Please contact the travel department using [travel@kings-taunton.co.uk](mailto:travel@kings-taunton.co.uk)

**Airport transfers** – The school organises a chaperoned coach/mini bus service between King's and Exeter, Bristol and Heathrow airports. Details of this service can be found on the school website. [www.kings-taunton.co.uk/international-airport-transfers](http://www.kings-taunton.co.uk/international-airport-transfers)

All international boarders must provide full travel details to [travel@kings-taunton.co.uk](mailto:travel@kings-taunton.co.uk), these will then be collated and shared with the Houseparent. Domestic boarders must contact the Houseparent if anyone other than parents or designated carers are dropping their child off.

**Older boarders and cars** – Due to the limited amount of parking space, boarders are not generally allowed to keep their cars at school. Exceptional requests can be made to the Deputy Head Pastoral. If permission is granted to keep a car at school, it may only be used for commuting between school and home. The Houseparent will keep the car keys at all other times. Only the designated driver may use the car and they may not give lifts to anyone else.

**SAFEGUARDING POLICY**

King's is committed to safeguarding and promoting the welfare of children and young people, and expects all staff and volunteers to share this commitment.

**DESIGNATED SAFEGUARDING LEAD**

Mrs Karen McSwiggan  
*Deputy Head (Pastoral)*  
[KLMcSwiggan@kings-taunton.co.uk](mailto:KLMcSwiggan@kings-taunton.co.uk)  
01823 328212 / 07989397436

**DEPUTY DESIGNATED SAFEGUARDING LEADS**

Mr Jonty Lawford  
*Deputy Head (Academic)*  
[JJBLawford@kings-taunton.co.uk](mailto:JJBLawford@kings-taunton.co.uk)  
01823 328219 / 07989397426

Mrs Caroline Condy  
*History Teacher*  
[CFCCondy@kings-taunton.co.uk](mailto:CFCCondy@kings-taunton.co.uk)

Mr Dafydd Jones  
*Chemistry Teacher*  
[DJones@kings-taunton.co.uk](mailto:DJones@kings-taunton.co.uk)

**NOMINATED SAFEGUARDING GOVERNOR**

Mrs Charis Cavaghan-Pack  
[CCavaghan-pack@kings-taunton.co.uk](mailto:CCavaghan-pack@kings-taunton.co.uk)

# Welfare and Pupil Safety

**Pastoral Care**

We believe that all pupils, both boarding and day, are of equal worth, and that they are entitled to be treated with equal respect, courtesy and consideration at all times, regardless of their sex, race, religion, abilities or social background. King's College aims to provide education in a disciplined and caring environment.

Respect and consideration for others, independence of thought and self-motivation are of prime importance, and pupils are encouraged to participate fully in the activities of the school.

All members of the school have a duty to:

- Recognise, appreciate and acknowledge the contribution made by pupils of different genders and nationalities to the richness of the school's academic, social, cultural and sporting life.
- Treat each other fairly and with sensitivity, recognising that a person's gender, race, religion, abilities or social circumstances are not subjects for negative comment or behaviour of any kind.

All staff, pupils and parents are expected to support the ethos of the school and to promote a civilised, friendly, compassionate and secure environment. The school recognises the importance of the triangular relationship between pupils, parents and staff, and communication

is encouraged at all times. Houseparents and House staff are especially important in this respect.

Each pupil is under the care of a Houseparent. Tutors also provide valuable support. Parents and pupils are encouraged to refer problems or difficulties to the Houseparent at all times but all members of staff accept a pastoral role in order to promote the welfare of pupils.

The Chaplain, Deputy Heads, Health Centre staff and Headmaster are also always available; their telephone numbers are published in the diary. Senior pupils are also appointed Prefects, and their most important function is to look after the pupils in their care.

**Conduct and Discipline**

The school rules are published in the School Diary, but the essential principles are as follows:

- Pupils must at all times use their common sense. Any breach of common sense will be treated as a breach of the school rules.
- Pupils must obey the laws of the land. Every pupil must show respect for others at all times, and bullying should always be reported to an adult.

The school seeks to reward pupils and must also occasionally apply sanctions and reprimands. Such punishments will include verbal reprimands, temporary removal of privileges, detention, restrictions during leisure time and manual work in the school grounds.

If a pupil feels that a punishment is unreasonably severe or unjustified, then they may appeal to their Houseparent, any member of staff or the Headmaster, or contact their parents. For more serious offences, such as bullying or involvement in drugs or stealing, and for persistent breaches of any school rule, the school reserves the right to exclude pupils from school on a temporary or permanent basis. It also reserves the right to conduct drug tests where there is reasonable cause for concern.

**Health Centre**

All boarders are registered with Warwick House Medical Practice, a local practice in Taunton. The King's College Health Centre is well supported by the school doctors and there is a doctor's surgery every weekday, though pupils needing medical attention outside school surgery times will be taken to Warwick House Medical Practice, the Out of Hours Doctor or to Accident and Emergency, whichever is appropriate.

No pupil may have in their possession any medicines or drugs without authorisation from the Health Centre staff and the knowledge of the Houseparent concerned, though confidentiality is always maintained.

Physiotherapy is available within the Health Centre on Monday and Thursday afternoons. There is also a fully qualified Counsellor available for appointments on a Monday and Wednesday afternoon.

**Fire Regulations and Practice**

Fire extinguishers and blankets are checked monthly and serviced once a year by Tone Fire. Fire safety checks are carried out periodically and fire drills are held at least once a term. All boarders are briefed on fire evacuation procedures during their first day at King's College, and then at regular intervals throughout the year.



# King's College

TAUNTON

South Road, Taunton, Somerset TA1 3LA  
01823 328200 | [reception@kings-taunton.co.uk](mailto:reception@kings-taunton.co.uk)

[www.kings-taunton.co.uk](http://www.kings-taunton.co.uk)