



W O O D L A N D S  
H O U S E H A N D B O O K

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# LOCATION OF WOODLANDS

Please use the drive opposite Laurel Drive and drive in front of the private side, turn right after the gates and there is a car park at the rear of the House. When leaving the House, please continue straight onto the Cromer Road. See map number 30.



- |                  |   |                     |   |
|------------------|---|---------------------|---|
| 1 Reception      | 10 Britten Building                     | 18 CCF Headquarters | 27 Arkell House                             |
| 2 Big School     | 11 Farfield                             | 19 Shooting Range   | 28 Dave's                                   |
| 3 Reith Block    | 12 Edinburgh                            | 20 REME Shed        | 29 Old Pavilion                             |
| 4 Howson's       | 13 Queens'                              | 21 Swimming Pool    | 30 Woodlands                                |
| 5 Dyson Building | 14 Theatre in the Woods                 | 22 Performance Gym  | 31 Oakeley                                  |
| 6 Dining Hall    | 15 Facilities                           | 23 Squash Courts    | 32 Library                                  |
| 7 Health Centre  | 16 All Weather Pitches and Astro Courts | 24 Studio           | 33 Tallis                                   |
| 8 Chapel         | 17 CCF Stores                           | 25 Sports Hall      | 34 Sports Pavilion                          |
| 9 Auden Theatre  |   | 26 School Shop      | 35 The Bourdillon Tower and Activity Centre |



## INTRODUCTION FROM THE HOUSEMASTER

*I joined Gresham's in September 2020 to set up and deliver the new Agriculture Programme. I was a tutor in Woodlands during that first year and it was this time that pointed me down the House route at this wonderful school. I now have the privilege of leading Woodlands as Housemaster which I have enjoyed every second of my first year of. I live in Woodlands with my wife Tessa and my two children, Tilly and Stanley, as well as our Jack Russell, Spud who is a key figure in the House; they have all enjoyed the role every bit as much as I have. As a family we love being active, through team sports, being on the water, equestrian activities and generally being outdoors. I believe in working hard, taking opportunities, having staying power and committing to friendships. Gresham's is a place where hard work is facilitated, opportunities are in abundance, resilience is developed and friendships can thrive; I aim to support Woodlands boys in aspiring to these things in an academic, pastoral, co-curricular, social and emotional sense.*

*I hope that the following guide is useful but please do contact me if you have any further questions. Tessa and I are always delighted to welcome you in for a chat over a cup of coffee so please do drop me a line.*

**JAMES BEALES  
HOUSEMASTER**

# S T A F F   C O N T A C T   D E T A I L S

**D U T Y   M O B I L E :   0 7 8 3 3   2 0 6 4 5 3**

Please use this number between 7.45am and 11.00pm to contact the duty member of staff in the House. If not available, please call the office numbers below.

## **H O U S E M A S T E R**

James Beales  
[jbeales@greshams.com](mailto:jbeales@greshams.com)  
01263 714570  
07825 159407

I live in the House with Tessa, Tilly, Stanley and Spud and run the Agriculture Programme. I am extremely keen on anything that takes me outside, particularly if it involves a horse, but am also a keen reader, lover of history and follower of politics. I love organising and overseeing anything that gives the boys an opportunity to develop, whether that be academically, physically, socially or emotionally, and equips them for life post-school. Should you have any concerns about your son or questions about school in general then please do email me or ring my landline. I will aim to get back to you within 24 hours.

## **A S S I S T A N T H O U S E M I S T R E S S**

Sarah Knightbridge  
[sknightbrige@greshams.com](mailto:sknightbrige@greshams.com)

As Assistant Housemistress, Mrs Knightbridge will work very closely with myself and Matron to ensure all the boys are happy and making the most of every opportunity. Mrs Knightbridge is not resident in the House but lives close by. She is Head of Sports Science and teaches A Level PE, BTEC Sport and GCSE PE. She is a keen runner, enjoys watching Arsenal and Essex CC as well as playing the piano and regular trips to the West End. Les Misérables and Wicked being her personal favourites.

## **R E S I D E N T   H O U S E   T U T O R**

Owen Liberman  
[oliberman@greshams.com](mailto:oliberman@greshams.com)

Mr Liberman is Assistant Head of Adventure and is an adventure and outdoors enthusiast who will lead and

run trips for the boys in the evenings and at weekends. He is resident in the House and has a Black Labrador called Tilly.

## **H O U S E   M A T R O N S**

Zoe Hyatt & Gill Rogers  
[Woodlandsmatron@greshams.com](mailto:Woodlandsmatron@greshams.com)  
01263 714593 / 07833 206453

The Matron working hours are 7.50am – 5pm, Monday to Saturday. Zoe works Monday to Friday, and Gill work on Saturdays. The Matrons are responsible for all matters of clothing and healthcare and of course, any pastoral concerns. They are available for a surgery at 8am each day and at other times that they will make known to the boys. Pupils are sent to the Health Centre for all but mild complaints.

## **T U T O R   T E A M**

Mr Cooper (Teacher of Music), Mr Detnon (Teacher of Economics), Mrs Futter (IB Co-ordinator & Assistant Director of Drama), Mr Gray (Director of Art, Design & Technology), Mr Leung (Teacher of Physics), Mr O'Connell (Head of Economics), Mr Pienaar (Director of Rugby), Mrs Standen (Teacher of Chemistry), Mr West (Head of Japanese & Teacher of Maths). These staff will assist in the House on weekday evenings.

## **T U T O R S**

Your child will be appointed an academic tutor who will work closely with your son to ensure they make academic progress, are enjoying School life and making the most of the opportunities Gresham's has to offer. They will be in regular contact with you throughout the School year, so please do contact them if you have any concerns.

## **DAY PUPILS**

In Years 9 and 10, Day Pupils will share a study with other members of their year group, and in Years 11-13, they will generally have their own study although this is occasionally shared. They will have a desk, shelving, lockable storage and a noticeboard. Day pupils are welcome to provide their own padlock to secure their personal possessions. It is expected that all equipment such as books are kept in a tidy manner. Year 9 will complete prep in their study and will be directly supervised by a House Prefect as well as the member of staff on duty as a part of their overall supervision of prep time. Year 9 and 10 Day Pupils will store their Games kit in the Year 9 and 10 changing room.

## **BOARDERS**

Boarders live on the ground and first floor of the building. Year 9 and 10 Boarders are in year group dormitories and Year 11-13 have individual bedsits although Year 11s do very occasionally share. Each room has a desk, bed, lockable storage and space for clothes and luggage. Boarders are welcome to provide their own padlock to secure their personal possessions. We have a trunk room to store additional luggage.

## **BED TIMES** Monday to Friday (and Sunday)

	<b>B A C K I N H O U S E</b>	<b>I N R O O M S</b>	<b>L I G H T S O U T</b>
Year 9	9.00pm	9.15pm	9.30pm
Year 10	9.15pm	9.30pm	9.45pm
Year 11	9.30pm	9.45pm	10.00pm
Year 12	9.50pm	10.00pm	10.20pm
Year 13	10.00pm	10.10pm	10.30pm

*Friday night is a curfew night and is where House socials most usually occur. These timings are slightly adjusted on Saturday nights.*

## **KITCHENS**

There is a kitchen to cook small meals and make drinks. It is fully equipped, and we expect the pupils to keep it clean and tidy and wash up after themselves. There are basic provisions for pupils such as bread, cereal and milk provided above the usual three cooked school meals a day which are provided centrally and must be attended.

## **COMMON ROOM**

The main Common Room is the social heart of the House. It has a pool table, table tennis table, table football, Wii, PS5 (evenings and Sundays only) piano, board games, NOW TV and Discovery+. It is a place where pupils can unwind after a long day, and it is also used for a variety of social occasions. We also have a second smaller Common Room and some other communal spaces for quiet relaxation. Regular Woodlands tournaments and leagues take place for the pupils to compete in and I am hoping that all pupils will use the room regularly and make good use of the excellent facilities available to them.

# S C H O O L   D A Y

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## REGISTRATION

This takes place at 8.05am every morning in the Common Room. A bell will ring at 8.00am to warn pupils to assemble. Registration is a legal requirement in all British Schools and lateness will not be tolerated unless unavoidable. If a pupil is to be late, please either email in advance or call/text the duty phone on 07833 206453. If your son misses roll call, they must sign in at Main Reception.

## TIMETABLE

	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Ch.	8.25–8.45 Chapel	8.25–8.45 Tutor Period	8.25–8.45 Chapel	8.00–8.20 Chaplain's Breakfast & Communion  8.25–8.45 Tutor Period	8.25–8.45 Chapel	
1st	8.50–9.35	8.50–9.35	8.50–9.35	8.50–9.35	8.50–9.35	8.25–9.10
2nd	9.40–10.25	9.40–10.25	9.40–10.25	9.40–10.25	9.40–10.25	9.15–10.00
	10.25–10.50 Break					
3rd	10.50–11.35	10.50–11.35	10.50–11.35	10.50–11.35	10.50–11.35	10.05–10.50
4th	11.40–12.25	11.40–12.25	11.40–12.25	11.40–12.25	11.40–12.25	Break 10.50–11.10
5th	12.30–1.15  Not all year groups	12.30–1.15  Not all year groups	12.30–1.15  Not all year groups	12.30–1.15  Not all year groups	12.30–1.15  Not all year groups	11.15–12.00 Chapel  12.00–12.45 Academic Enrichment and Clinics
	12.25–1.30 Lunch				12.30–1.15  Year 9, 10 & 11 Lessons only	12.30–1.30 Lunch
6th	2.00–2.45	2.00–3.30 Senior Games	2.00–2.45	2.00–3.30 Junior Games	2.15–4.30 CCF or Services Year 9 lessons 6-8 as Monday	From 2.00 Games
7th	2.50–3.35	2.00–3.00 Junior GAPS  3.30–5.00 Junior Games	2.50–3.35 (Year 9 OP Programme)	2.00–3.00 Senior GAPS  3.30–5.00 Senior Games		
8th	3.40–4.25	4.00–5.00 Senior GAPS  <i>Winter timings slightly different</i>	3.40–4.25 (Year 9 OP Programme)	4.00–5.00 Junior GAPS  <i>Winter timings slightly different</i>		

E	4:30–5.15 Additional clinics or activities		4.30–5.15 Additional clinics or activities		
5.30 pm	5.30–6.30/6.45 Prep and Timetabled Music Practice				
7pm	6.30/6.45 – 7.00/7.15 Supper				
8pm	7.00/7.15 – 7.45/8.00 Prep				

## W O O D L A N D S A - Z

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### ACADEMIC MATTERS

I will be keeping a close eye on the academic performance of the pupils alongside the Heads of Departments, subject teachers, Director of Studies and the pupil's Academic Tutor. Whilst I trust all pupils to work diligently in their rooms, if standards slip, work will take place under close supervision in the House Library or Common Room.

### ACHIEVEMENTS

The School regularly rewards pupils for hard work and endeavour. These will also be celebrated in the House through small prizes and certificates and in the end of term Celebration Assembly. We have a full School and House Rewards and Sanctions Policy.

### ADVOCACY

Pupils can always expect me, their tutor or an adult of their choosing to advocate on their behalf. I will be present in any meeting between them and the Deputy Head Pastoral or indeed any meeting with an outside agency should they consent for me to be there.

### ALCOHOL

Alcohol can only be administered by myself at special events, and to the Sixth Form only. Apart from this alcohol is banned as per the school rules.

### BEGINNING / END OF TERM

Communication will be sent out centrally by the school but I will also communicate house-related matters at the beginning and end of term via email.

### BICYCLES

Permission must be granted by myself if your son would like to bring a bicycle into School. Pupils must wear helmets and have functioning locks and lights. They can be stored in the Trunk Room.

## **BOARDERS OFF SITE**

If a boarder wishes to be off site during the weekend such as visiting friends or relatives, permission must be sought. If travelling to a friend, I will also seek the permission of the friend's parents. This must all be actioned at least 48 hours in advance.

## **BUDDY / BIG BROTHER SYSTEM**

Woodlands operates a 'big brother' system for all new pupils. This big brother will be someone to ask questions of, to talk to and to find out about the school from and there will be regular opportunities for new pupils and big brothers to meet.

## **BULLYING**

Bullying is simply not tolerated at the School and within the House. If a pupil feels they are being victimised they must come forward and speak to me, another member of staff or a senior boy in the House.

## **CHAPEL**

Chapel is a wonderful occasion in which the whole School comes together as a community. Chapel takes place on a Monday, Wednesday, Friday (congregational practice) and Saturday. There is also an informal service for boarders on a Sunday. Rev Jack hosts communion and a Chaplain's breakfast on Thursday mornings. Chapel is a central part of life at Gresham's and as such is compulsory.

## **CLEANING**

We have a wonderful team of domestic staff, all of whom have worked here for many years. Amy, Hayley and Teresa are an invaluable part of the team and always welcome a natter with the boys.

## **CLINICS**

Academic departments are open to pupils at various times during the week for additional sessions to support pupil progress. These times are published on Teams and on the noticeboards in the Common Room. These may become compulsory, particularly in exam years.

## **CLOTHING**

All clothes should have nametags to avoid unnecessary loss. Casual clothes can be worn after formal activities have finished and at the weekends. The School Shop stores all of the necessary school-based clothing.

## **CONTACT DETAILS**

All parents and pupils contact details are stored in a secure database. Please inform me of any changes so I can update my records and inform the School Data Manager.

## **CONTACTING HOME**

The pupils are free to contact home when they have access to their mobile phones or laptops. If they do not have their devices, they can ask Matron, myself, or one of the other House staff to contact parents.

## **DAMAGES**

I am aware that damages occur. Whilst accidents happen, sometimes this is not the case. It is vital that any damage, however minor is reported to me immediately. This will not only limit any issues there might be but also demonstrate trust and loyalty within the House.

## **D A Y P U P I L S A N D B O A R D I N G**

If you would like your child to board for an evening it is important that I am informed at least 48 hours in advance. I understand that this is not always possible, but early indication is welcome. We will only be able to offer a bed in a part of the House that is free, but we will be as accommodating as possible. There is a cost to this which is added to the fee account. If you would like your child to board over the weekend I will need to know by the Thursday of that week at the latest.

## **D E C O R A T I N G R O O M S**

I strongly encourage the boys to personalise their rooms with posters, pictures, lights, lamps, plants or anything else that makes the room more homely for them. We just ask that no damage is done to the room when sticking or fixing items to walls or doors.

## **D R I V I N G**

Pupils that have passed their driving test are able to drive themselves to school but must first seek parental permission as well as authorisation from the Headmaster. They will be asked to complete an online form before they are able to collect their parking permit. This permit must be visible in their car when onsite. Cars are to be parked in the Facilities car park by the Facilities Building and car keys are to be handed in to me on arrival in the morning. Pupils are not allowed to drive other pupils.

## **D U T I E S**

To enable smooth functioning of the House, pupils are required to undertake duties such as ringing the bell, cleaning the kitchen, loading the dishwasher etc.

## **E V E N I N G S**

Monday to Thursday evenings, there are a range of evening activities on for the pupils which are published in House. Tuesday to Thursday, Dave's, the social centre is open for the pupils to socialise and meet up with their friends. Friday evenings are curfew nights, meaning the pupils must remain in the House or garden. Monday to Thursday, pupils are also allowed to visit other Houses but must sign in and make their presence known to the duty member of staff. On occasion, special events will be put on for the pupils, whether these are whole School, year group or House events.

## **F I L M S**

We have a regular film night in the House both educational based and feature films. I would encourage all day pupils to stay and watch after 8pm if they wish. There will of course be popcorn!

## **F I R E D R I L L S**

As part of Health and Safety requirements these will happen regularly. I will brief the House on the proper method and instruction of leaving the House.

## **G A M E S**

Games options are selected at the beginning of each term and take place on Tuesday, Thursday and Saturday afternoon. Matches are usually but not exclusively on Saturdays and details can be found in the School Calendar and on SOCS.

## **G A R D E N**

We are lucky to have lots of outside space here at Woodlands. We have a football pitch, two outside seating areas and in the summer, three grass tennis courts and a croquet lawn.

## **G R E S H A M ' S   A C T I V I T Y   P R O G R A M M E   ( G A P S )**

These sessions take place on a Tuesday and Thursday afternoon (after or before games) and are an opportunity for pupils to participate in activities outside of the normal curriculum. There are also some GAPs options at various other times during the week.

## **G U A R D I A N S**

Guardians are selected by the parents of overseas pupils. I will be in regular contact with guardians to ensure pupils are safe and cared for if they are not returning home during the holidays.

## **H A V E   Y O U R   S A Y**

This is a very important aspect of the House and School. Pupils are encouraged to air their opinions, thoughts and complaints by either raising it in a formal student voice forum or emailing members of staff directly. There are posters up in the House explaining the process further for pupils. There is also an anonymous suggestion box in the hallway and an ongoing MS Form that pupils are encouraged to complete.

## **H O L I D A Y S**

Pupils are requested to return at the times specified in the calendar. If this is not possible, please contact me to discuss further.

## **H O M E S I C K N E S S**

Moving to a new School and being away from home can be difficult. Homesickness can affect anyone, but support is here for those individuals. I would encourage any pupils struggling with homesickness to either come and speak to myself, their tutor, Matron or a senior boy in the House.

## **H O M E   W E E K E N D S**

The House remains open if pupils require accommodation. However, I recommend that pupils get away if possible. To arrange relevant travel please email [travel@greshams.com](mailto:travel@greshams.com). If pupils do remain at school during a home weekend, an additional charge will be added to the fee account.

## **P R E P**

This is undertaken Monday to Friday evenings from 5.30pm to 7.45pm for Years 9 to 11 and 5.30pm to 8.00pm for Sixth Form pupils with a break for supper in the middle. This is a vital time, and it is unacceptable for pupils to be walking around the House or not getting on productively with academic work. If prep is not completed in this time, pupils are expected to find their own time to do this. Sixth Form pupils and, to a certain extent, Year 11s would be expected to work well beyond the times above at crucial points in the year.

## **H O U S E   A S S E M B L I E S**

These occur regularly on Monday afternoons from 4.45pm to 5.20pm throughout the year. It is compulsory for all pupils to attend unless a special request for absence is made or they are attending another officially sanctioned school event. At times, the above might change due to other events.

## **H O U S E C O U N C I L**

Mrs Knightbridge and the Head of House will chair a half termly House Council meeting. The council will have elected representatives from both boarders and day boys in each year group, and the Head of House will represent the House Prefect team as well as chairing the meetings. This forum will discuss issues arising in the House. Agendas and minutes are circulated to the House and a poster in the Common Room demonstrates the action the House Council are taking.

## **H O U S E G A M E S**

We have a pool table, table tennis table, table football table, Wii, PS5 (evenings and Sundays only) and piano in the Common Room in addition to a selection of board games.

## **H O U S E M U S I C**

This is the major event in the Michaelmas Term and can be quite time heavy on pupils as the event approaches. When pupils are required to stay late, I will inform parents by email; we very often make the late rehearsals a social which all adds to the fun. Please apply for tickets early to avoid disappointment. Pupils leaving for flights are reminded that the boarding house is open on the Friday night and departures should take place on the Saturday. The House Music event will take place on the last Friday of the half term and goes on into the evening. This should be kept in mind when booking half term holidays as your sons will not thank you if they have to miss out.

## **H O U S E S E C U R I T Y**

The House is locked every night and is only accessible by fingerprint recognition. Pupils will be made aware of the code when necessary and it is important this is not shared. I would like pupils to turn off lights, open curtains and close windows in their studies as a matter of course. Each pupil has a lockable storage unit in their room, and all expensive items should be safely stored away – pupils should supply their own padlocks.

## **H O U S E S O C I A L S**

These occasions are important to allow year groups and the whole House to gel as a community. House socials are published to parents and pupils at the beginning of each term and largely but not exclusively happen on a Friday evening.

## **I L L N E S S / I N J U R Y**

If a pupil is ill or injured, they should see Matron in the first instance. Matron will then advise whether they need to be seen by the Health Centre. If pupils are ill outside of Matron's working hours, they should come and see one of the residential members of staff. Should their illness or injury be more serious, they may be advised to go to Cromer Minor Injuries or Norfolk and Norwich Hospital. Boarders will be driven by a member of staff and parents of Day pupils will be contacted.

## **I N T E R - H O U S E C O M P E T I T I O N S**

These occur regularly throughout the year in debating, academia, sport, music and drama as well as the much-anticipated pancake race. They are hotly contested, and Woodlands have a recent history of performing consistently across all competitions.

## **L A U N D R Y**

There is a central laundry in which most clothes go to be washed. Matron will publish timings of when this is collected. Matron also washes some clothes in House and clean, laundered clothes are stored on individual pupils' shelves, in named laundry baskets in the laundry room. If pupils have wet boots, they are advised to store them in the drying room.

## **L A P T O P S   A N D   T A B L E T S**

The Gresham's Digital Strategy was introduced in September 2023, and all pupils are given a School device. They must adhere to the School's Acceptable Use Policy and follow instructions carefully about how to care for and look after the device they are given. If support is required, the IT department will help resolve any issues.

## **L I N E N**

This is all provided by the House and Matron is responsible for organising the laundry system which the pupils will be made aware of. Pupils can bring their own duvet sets, pillows and mattress toppers if they wish.

## **L O S T   P R O P E R T Y**

Matron collects any lost property, and pupils are advised to see her in the first instance if they cannot find anything. Matron puts out all lost property at the end of each term to try and return items to their rightful owner.

## **M E A L S**

All meals are had in the CFB, and a wide variety of foods are provided. We are committed to meeting the dietary, medical and religious needs of all in our care. Such needs can be made clear to myself and Matron by parents or the pupils themselves at any stage during the academic year. The House kitchen is also open at various times of the day and in the evenings and the pupils are encouraged to cook for themselves.

## **M E D I C A T I O N**

This is administered by Matron. Pupils are allowed to self-medicate on discussion with parents, Matron, the Health Centre and me.

## **M E N T A L   H E A L T H**

The safety and well-being of each pupil is paramount. If pupils are struggling, they are encouraged to seek out an adult they trust or a senior boy in the House. There are Sixth Form Mental Health Champions who promote mental health and well-being to the School regularly and two Mental Health nurses as well as the SANDI Clinic.

## **M E R I T   L E A G U E**

This is a House rewards initiative that rewards individuals, year groups and tutor groups who receive the most merits in a week or term.

## **O U T   O F   B O U N D S**

Pupils are not allowed onto the Cromer Road at any time unless attending Town Leave. When pupils are allowed into Holt, they must remain in the town and not venture away from it. The Woods are out of bounds past 5.30pm each evening.

## **O V E R S E A S   P U P I L S**

A full induction for pupils from overseas will be provided by Mrs Corder in the first week of the Michaelmas Term in addition to the induction on the first Sunday of term and during the early weeks.

## **P A R E N T S '   M E E T I N G S**

These are held periodically throughout the year and are held online to discuss the progress of your son academically. It is also a good time to catch up with me to discuss any concerns. The dates of these can be found in the School calendar.

## **P A S S P O R T S**

I hold the passports for the pupils who have them in school in a safe in my office and issue them as and when required.

## **P A S T O R A L   S U P P O R T**

All members of staff are trained and able to support your child. If a pupil needs to speak to a residential member of staff, they must ring the doorbell of their residence or of my study and await a response. They must not enter the accommodation uninvited and will be granted access to the HSM study only if they do enter.

## **M O B I L E   P H O N E S   A N D   D E V I C E S**

The House is not responsible for valuables such as mobile phones, and these should be used at appropriate times. Posters are published in House to indicate when pupils can use their mobile phones.

## **P A R E N T   S O C I A L   C O M M I T T E E**

Parents are also a vital part of the House community. There is a Parent Social Committee that arranges regular opportunities for parents to meet and socialise throughout the year. If this is of interest to parents, please do contact me.

## **P O C K E T   M O N E Y**

Most pupils will have bank cards and Apple Pay, but if they do require cash, I am more than happy to look after it on their behalf until they need to use it. They should have cards with them in school as a means of payment as phone access is restricted.

## **P O S T A L   A D D R E S S   A N D   P A R C E L S**

The address for Woodlands is –

*Woodlands*

*Gresham's School*

*Cromer Road*

*Holt, Norfolk*

*NR25 6DZ*

## **P R E F E C T S**

The House management team is made up of Mr Beales, Mrs Knightbridge, Matron, Mr Liberman, Mr Leung and the House Prefects. The Prefects have a very important position as role models for the younger pupils and the 2026/27 House Prefect team will be announced in the Summer Term.

## **P U P I L   V O I C E**

Pupil voice is an extremely important part of the Woodlands and Gresham's community. There are a variety of different student voice forums that pupils can join to drive new initiatives both in the House and across the School. Pupils could involve themselves in the House Council, the Equalities, Diversity and Inclusion group, the Overseas Students Forum and the Dining Hall Committee.

## **R O O M I N G S**

A Microsoft Form is sent to the pupils at the end of each term to allow them an opportunity to indicate who they would like to share a room with or which room they would prefer. I try to consider all requests and if pupils are unhappy with their allocated room, they should speak to me. Rooms are changed each term, so pupils get the opportunity to room with different pupils and experience different parts of the House.

## **S A N C T I O N S**

We follow the School Sanctions Policy in the House.

## **S C H O O L R U L E S**

School rules always apply and can be found within the Student Handbook. I hope the pupils are respectful, caring and loyal to their peers and the House.

## **S I G N I N G O U T**


If pupils are going to miss AM or PM roll call or are going off site, they must sign out using the Signing Out Book which will be positioned in the Front Hallway. This is crucial to maintain an accurate list of pupils in the House.

## **S M O K I N G / V A P I N G**

This simply is not tolerated and will be dealt with by myself, the Deputy Head Pastoral, and in some cases, the Headmaster.

## **S O C I A L M E D I A**

Please follow us on Instagram to keep up to date with events and activities the House are taking part in.

 @woodlands\_greshams

## **S P E A K E R S**

Pupils are encouraged to bring and use these but must remember to turn off when leaving their rooms and to use them quietly!

## **T E L E V I S I O N**

Television in the Common Room can be watched before Prep and after 7.45pm. NOW TV and Discovery+ show all the big matches will be aired whenever possible.

## **T E R M D A T E S**

Term dates for the School year can be found [here](#).

## **T R A V E L A R R A N G E M E N T S**

If you require any travel to/from airports/stations at the beginning or end of a holiday, please contact the Transport Manager via email at [travel@greshams.com](mailto:travel@greshams.com).

## **T R I P S**

For boarders, there is a trip provided every weekend, and the cost can be added to the end of term fee account.

Throughout the year, there will also be House trips that I would encourage the pupils to attend. A list of these can be found in the online calendar. I will also communicate details via email at the beginning of each term.

## **U N I F O R M**

For a list of uniform requirements, please visit the School website [here](#).

## VISITS

Parents are welcome anytime. It would be wise to contact your child to avoid a wasted journey. I will endeavour to be at School matches where we can catch up over a cup of tea. Parents are encouraged to attend School and House functions which can be found in the online calendar.

## WOODY OF THE WEEK!

This is an internal House award that is presented each week to a member of the House who has embodied the House principles of trust, honesty, hard work and kindness. They will have to look after 'Woody' for the week.

## USEFUL CONTACT DETAILS

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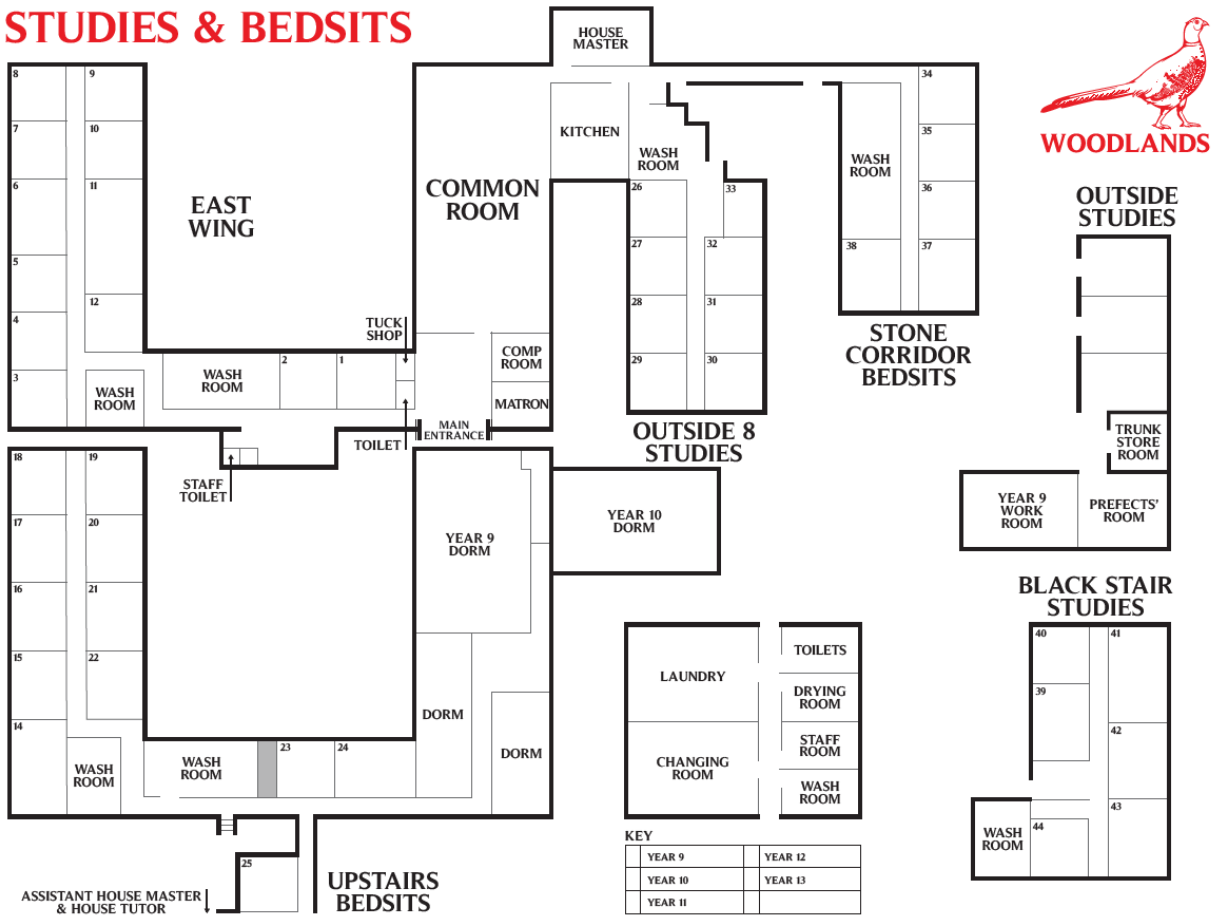
C O N T A C T	P H O N E	E M A I L / W E B S I T E
Douglas Robb (Headmaster)	01263 714511	headmaster@greshams.com
Lizzie Alexander (Deputy Head Pastoral)	01263 714509	lalexander@greshams.com
Darrell Chart-Boyles (Deputy Head Academic)	01263 714514	dchartboyles@greshams.com
Dominic Atkinson (Deputy Head Co-curricular)	01263 714523	datkinson@greshams.com
Lyndsay Fielding (Director of Pastoral Care)	01263 714621	lfielding@greshams.com
Health Centre	01263 712142	
School Shop	01263 714591	
Reception Reception will pass on any messages to me as soon as possible	01263 714500	reception@greshams.com
Auden Theatre Box Office	01263 713444	
Holt Medical Practice Kelling Hospital, Old Cromer Road, High Kelling, Holt, NR25 6QA	01263 712461	www.holt-practice.nhs.uk
Holt Dental Care Caxton House, Market Place, Holt, NR25 6BW	01263 802556	
Lords Opticians 28 High Street, Holt, NR25 6BH	01263 713130	www.lordsopticians.co.uk

For full details of the school calendar, fixtures and important events, please visit the school calendar.

[www.greshams.com/about-us/calendar/](http://www.greshams.com/about-us/calendar/)

# WOODLANDS FLOOR PLAN

## STUDIES & BEDSITS



KEY

YEAR 9	YEAR 12
YEAR 10	YEAR 13
YEAR 11	



Gresham's School, Cromer Road, Holt, Norfolk, NR25 6EA

01263 714500

[www.greshams.com](http://www.greshams.com)

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