



Bosworth
Independent
School

Welcome Pack

2023-24





Contents

04	A Message from the Headmaster
06	Welcome
06	Term Dates
06	Parents' Evening and Reports
06	Opening Times in Daytime
06	Opening Times During Holidays
06	Boarding Houses
06	Letters and Reports
06	Open Event
07	Academic Calendar
08	The School Day
08	Understanding Your Timetable
08	Start and End of the Day
10	Your Equipment
12	Our Expectations
12	Bosworth Code of Conduct
14	House System
17	Health and Well-being
17	School Nurse
17	What to Do if You Are Ill
17	Students' Own Medicines
17	Medical Appointments
17	School Counsellor
18	Who Looks After You?
18	Keeping You Safe
18	Safeguarding
18	Student Complaints Procedure
19	Arrival and Induction
19	First Day of Term
19	School Policies
21	Useful Contacts

A Message from the Headmaster

I believe that education is a great responsibility and privilege. This prospectus will give you a glimpse of what we offer at Bosworth. We strive to grow well educated, confident and resilient individuals who are ready to become future leaders. At Bosworth, we understand that parents are looking for two key aspects from a school; the support to enable your child to progress to the best possible university and course for them, balanced by a nurturing environment which supports students to develop socially, whilst being happy.

At Bosworth, we are confident that we are able to fulfil both of these aspects whilst providing a third dimension of having our students study in a multicultural environment. Multiculturalism is the reality in the world in which we all live today. Studying at Bosworth enables students to understand and respect each other's backgrounds and points of view. This is something which they will find incredibly useful in their future lives. It also makes lessons at Bosworth far more interesting than at a school with one predominant nationality. Each student arrives with their own view of what is 'normal' and the discussions which ensue when all of these ideas are expressed in one space are truly fascinating.

We understand that to achieve their potential, students need excellent teaching and individual support. Our students benefit from high levels of attention from their teachers, their Personal Tutor and their House Parents. All of these people set high expectations for our students, which they therefore share. The encouragement provided by all staff helps our students to attain their goals. Our academic programmes offer significant flexibility so that students are able to follow the best path for them through their studies at Bosworth and on to university.

An excellent school expects its students to be inquisitive, ambitious, dedicated and resilient. These are all traits of our student community. We nurture their intellectual spirit and challenge them to become independent and take on leadership. A healthy balance between academics and extracurricular activities creates a well-rounded individual ready to tackle the challenges of our ever-evolving world.



Welcome

Thank you for choosing Bosworth Independent School. We are a small, caring and friendly school in Northampton, just one hour away from London by train. Our team, including students who are already here, want you to do well, making the most of the opportunity your family has given you. We all work together purposefully to help everyone achieve their best possible exam results whilst also having fun, making lifelong friends and being comfortable and confident. This Welcome Pack is designed to help you know what to expect before you arrive.

Term Dates

Bosworth asks families to observe term dates strictly. You have academic lessons right up to the end of term. It is vital students do not miss lessons please study the calendar at the end of this section to ensure your flights are booked to coincide with the end of term and Boarding House opening dates. All students are required to attend their induction meetings before lessons begin.

Parents' Evening and Reports

Your parents or guardian will receive an invitation to our Parents' Evenings where they will have the opportunity to speak with subject teachers and other members of staff about your progress. You are encouraged to attend with them.

Over the year your parents or guardian will receive regular reports on your progress. Subject teachers and your personal tutor will contribute to full reports. If your parents or guardian wish to discuss your progress at other times, they should contact your Head of Year.

Details and dates of Parents' Evenings and reports will be communicated to you at the start of the academic year.

Opening Times in Daytime

Bosworth Main Reception is open from 8.00 am until 5.00 pm on weekdays.

You can contact us by phone +44 (0)1604 239 995 or email reception@bosworthschool.co.uk

Opening Times During Holidays

Bosworth Main Reception is open for enquiries outside of term time, Monday to Friday from 9.00 am to 4.00 pm. Please note that School is closed during the week between the Christmas and New Year holidays.

Boarding Houses

Boarding houses remain open during each half term holiday and, subject to demand, during the Easter holiday. Students aged 18 and above can apply to stay in a Senior Boarding house during any holiday. Subject to availability.

Letters and Reports

In the first term your son / daughter's Personal Tutor will make a short appointment to meet you to discuss how they are settling in.

Academic Reports will be emailed to you during the year:

- First half of the Autumn term – Data Capture Report.
- End of the Autumn term full subject and Personal Tutor report.
- First half of the Spring term – Data Capture Report.
- End of the Spring term full subject and Personal Tutor report.
- End of the Summer term full subject and Personal Tutor report for Y9, PG, Y10, PA, Y12 only.

Open Event

Parents or guardians of students in Year 9 and Year 11 are invited to our Open Event in autumn. This is a great opportunity to discuss future subject choices with teachers from each department. Year 9 students can start to refine their GCSE choices for Years 10 and 11. Year 11 students can find out about our range of A level subjects.

Additional Payments

Some additional payments may be required for trips and visits, school equipment and activities during the school year. Bosworth uses ParentPay, which is an online cashless payment system. We will provide you with login details. We will use ParentPay to email information about activities, including the cost, and payment will be made via ParentPay.

Autumn Term 2023

Wednesday	30 August	New boarding students' arrival day 1 (Years 7 - 11)
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Thursday	31 August	New boarding students' arrival day 2 (Years 12 - 13)
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Friday	1 September	Returning boarding students' arrival day
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Monday to Friday	4-8 September	All students' induction week
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Monday	11 September	Lessons begins
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23 October to 27 October	Half-Term Holiday
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Monday	30 October	Teacher training day
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Friday	15 December	End of Term Boarding Houses close Saturday 16 December at 11:45am
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Spring Term 2024

Thursday to Friday	4-5 January	Teacher training day
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Friday	5 January	Boarding Houses open from 8:45am - ALL students return
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Monday	8 January	Lessons start for all students (all new students to attend an induction lesson at 8:00am)
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19 February to 23 February	Half-Term Holiday
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Monday	26 February	Teacher training day
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Thursday	28 March	End of Term Boarding Houses close Saturday 30 March at 11:45am
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Summer Term 2024

Saturday	13 April	Boarding Houses open from 8:45am
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Sunday	14 April	All boarding students MUST arrive before 9:00pm
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Monday	15 April	Lessons start for all students
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27 May to 31 May	Half Term Holiday
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Friday	21 June	End of Term Boarding Houses close Saturday 22 June at 11:45am
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1. Years 11, 13 and B2 students must leave after their final public examination
2. Years 9, 10 and B1 students must not leave until 16 June 2023
3. Boarding houses will close Saturday 17 June 2023 at 11:45am

The School Day

The Teaching Day

Students must arrive in school by 8.40 am so you are ready for registration at 8.45 am.

Lunch is served in our Restaurant in Bosworth Hall. The Restaurant offers a choice of hot meals with meat, chicken, fish and vegetarian options available. Religious and other and dietary requirements are catered for. A choice of drinks is also available.

At other times, students can purchase snacks from vending machines and from the café. Water is available at all times from the restaurant and from water coolers.

Understanding Your Timetable

You will receive a timetable during Induction. A copy of your timetable will be sent to you via email using your Bosworth School email address. During term-time you should check your Bosworth email regularly (at least once a day) in case a timetable change has been made.

Attendance is compulsory at:

- + Registration every day where you will meet with your tutor group to register, share information and take part in a range of useful activities.
- + All lessons, including your daily Personal Tutor (PT) meeting and weekly PSHE (Personal, Social, Health and Economic Education) and Philosophy, Religion and Ethics (PRE).
- + All Study Hall periods. This is a registered and supervised lesson where you can work independently and quietly on homework, revision or extra reading and research.
- + Evening Prep (for boarding students).

Leaving School During Core Hours

All students should be in school during the school day, as per their timetable. If you have permission from the Nurse or have shown evidence of a medical appointment to the attendance team to leave school during the day, you MUST sign out at Reception when you leave and sign in again when you return.

Start and End of the Day

School is open from 8.00 am. If you arrive before 8.30 am you should go to Bosworth Hall, or the Newton Cafe.

If you would like to stay in school after your last lesson, you can work in Bosworth Hall Study Hall until 5.00 pm. You should sign at Reception when you arrive and sign out when you leave. Bosworth Hall is also open after the end of the school day until 5.00 pm for day students and 8.30 pm for boarding students. In exceptional circumstances, day students may need to stay later than 6.00 pm. You should contact the Head of Boarding in advance for permission to stay later.

Outside of registered lessons, students are on site at their parents'/guardians' own risk.

	Activity
07:00 - 07:45	Wake up
07:45 - 08:15	Breakfast
09:00 - 10:50	Lessons
10:50 - 11:15	Break
11:15 - 13:05	Lessons
12:10 - 13:00	A-Level Lunch Break
13:05 - 13:55	Year 7 - Year 11 Lunch Break
13:55 - 15:45	Lessons
15:50 - 16:40	Co-Curricular Programme (daily)
16:45 - 18:00	Free Time
18:00 - 19:00	Dinner
19:00 - 20:00	Prep/House Activities
20:00 - 22:30	Self-Directed Study / Free time
22:30	Lights Out



Your Equipment

Textbooks, Exercise Books and Folders

A list of textbooks will be provided that you should purchase. You MUST bring these books to lessons with you and they are your responsibility to look after.

If you are a student in Year 9, 10 or 11 the School provides exercise books and a vocabulary book for Modern Foreign Languages. If English is not your first language then you will receive a vocabulary book to note new words in English.

Year 12 and 13 students will need to purchase folders and lined paper. Most students have a smaller “working” folder to bring to school and larger lever-arch files to store completed work at home. File dividers are an excellent way to help you organise your work. It is a good idea to buy highlighter pens and other stationery during Induction. This helps you to be organised.

Other Equipment

You will need to bring basic stationery items to School. Pens (black and blue ink), pencils, an eraser and a ruler are essential. If you are studying Maths you should bring a basic Maths geometry set including a protractor and pair of compasses. You will be carrying books and writing materials to each lesson, so you will need a strong bag. A rucksack is often most practical for this purpose.

IT Equipment

You MUST have a laptop or tablet with a stand and keyboard, (such as a Surface tablet or iPad) which you can bring into school every day to use in lessons or to complete homework. Students may find it useful to bring a USB stick to save work. The School's IT platform is Windows, which offers access to the full Office 365 suite. WiFi is available in the teaching buildings, Bosworth Hall, Boarding Houses and in Study Hall. Electronic devices are your responsibility so please check they are insured and your work is backed up regularly in case of IT failure. GCSE students will be required to purchase a 'Casio FX-991EX – Classwiz' calculator prior to joining the School.

Calculator

If you are studying GCSE Maths or A-level Maths you will be provided with a calculator at the start of the year; the cost is added to your account and charged at the end of the first term. We prefer all students taking Maths to have the same calculator, so please do not buy one before your arrival.

For some other subjects, you will need a scientific calculator. If you are studying any of the following A-level subjects: Biology, Chemistry, Physics, Psychology, Geography, Economics and Business Studies, please bring a calculator with you. We recommend a Casio fx-CG50.

Exam Equipment

For external exams you must have a clear pencil case, pens with black ink and a clear water bottle with no writing on the sides. You must bring any equipment you need for each exam including your Maths geometry set, a ruler or a suitable calculator. Please note that smart watches are not allowed in the exam room, so it is a good idea to have an old-fashioned watch during the exam period.

PE Kit

Please follow the Uniform Policy available on the school website.

You will also need to bring appropriate footwear for sports.

Mobile Phones

You are advised to bring a phone into school for emergencies. During all lessons and Study Hall periods, moving between lessons, as well as assemblies and other presentations, you must switch off your phone and keep it in your bag. Phones may be used during break and lunchtime only. If you are seen with a phone by a member of staff at any other time during the school day it will be confiscated until the end of term. If your parents need to contact you during the school day, they should phone Reception who will get a message to you. In exceptional circumstances, if you need to make an urgent phone call, you should ask permission from Reception or your Head of Year first.

Student Planner

All students will be given access to organisational apps via Office 365 to help them be organised. You will use this to record homework tasks as well as other important dates and deadlines. All students must have access to their apps via laptop/tablet while in school.



Our Expectations

Introduction

We expect you to follow school rules as a member of the community. Everyday rules are set out in our Bosworth Code of Conduct. Although proud that Bosworth is a place where student behaviour is excellent, we provide this Code because breaking rules brings consequences. If you don't behave as we would expect there will be consequences; a member of staff will explain what is happening and why. Students and families get a copy of the Behaviour Policy which summarises Bosworth's rules. Not knowing the rules is not an excuse.

Please note, in the Code, 'teacher' includes any member of staff. 'Lesson' includes any Study Hall, Evening Study Hall, presentation or meeting.

Bosworth Code of Conduct

Bosworth students are expected to:

- + Be RESPECTFUL
- + Be REFLECTIVE
- + Be PURPOSEFUL
- + Be PROFESSIONAL
- + Know right from wrong

General

- + Boarding Students to have left your house by 8am
- + Arrive outside your registration room by 8.40am every day ready for registration at 8.45 am prompt
- + Be punctual to all lessons
- + Wear your lanyard and make sure it is visible
- + Check your Bosworth email at least twice a day
- + Speak only English in communal areas
- + Swear words and offensive language are not acceptable - this includes online communication

In Lessons

- + Electronic devices (including phones, headphones and airpods) must be put on silent and left in your bag at all times during the school day (except break and lunchtime)
- + All homework must be completed by the date and in the format set by your teacher
- + Never disrupt lessons, shout out or interrupt a teacher - put your hand up
- + If a teacher asks for silence, don't talk or whisper
- + Bring all the right equipment (including laptop, calculator and books)
- + Follow your teachers' instructions
- + Speak only in English in lessons and in communal areas
- + Have your books and laptop/tablet with you at all times

Around School

- + Vandalism is completely unacceptable. Report damage straight away to any member of staff
- + Keep to the left in corridors and on stairs

In the Restaurant

- + Join the end of the queue
- + To avoid waste, only take the amount of food you can eat
- + Clear your table of all your rubbish when you've finished
- + Push your chair in so it is safe for other people
- + Leave uneaten food on plates not directly on the tray
- + Talk quietly
- + Tell a member of staff about accidents or spillages and help them clear up

In the Local Area

- + Be respectful of other people in our local community
- + Do not smoke or vape on or in school premises, between school buildings or on trips
- + For any road crossing (St George's Avenue, or Brick Kiln Lane) use the pedestrian crossing

Dress Code

- + Follow the uniform policy which is available on the school website

In boarding:

- + Safe and not revealing -no crop tops or singlets, shorts or short skirts
- + Not offensive – no political or insulting slogans
- + Outdoor wear (coat, scarf, gloves) should be removed in buildings

You Must NOT Bring

- + Chewing gum
- + Fizzy drinks (energy drinks or cola, for example)
- + Tobacco, vapes, alcohol and drugs of any kind (unless medicines and the Nurse is informed)



House System

Through our House system, you will focus on:

- + Identity
- + Collaboration
- + Competition
- + Leadership

Identity

- + By dividing the school into 4 smaller groups you will develop your sense of belonging quickly and help to remove the fear of joining a new school, particularly if you have joined from a different cultural context.

Collaboration

- + One of the main strengths of the House system is giving you the opportunity to work together with other students, creating a truly cohesive environment and ensuring that age is not a barrier to friendship and collaboration.

Competition

- + Potentially it is the competitive element of the Houses that people think of first. The all-important termly round up where the current leader is announced, the selection of mini competitions each term and, of course, a Sports Day. Competition is good, it drives people to improve, improves collegiality and teaches how to fail.
- + The House system is first and foremost inclusive of all learning types and interests. We will have sporting, artistic, and cross-curricular events.

Leadership

- + The House system allows for the promotion of your own responsibility. The House Captains hone their leadership skills in the role, managing not only their peers but also learning how to 'manage up' among the staff body.
- + While there are 4 House Captains there are opportunities throughout the year groups for you to take on smaller leadership roles and take charge of the group. In addition, each inter-house sports team has a captain.



House Points

You are awarded House Points for contributing to the wider school family and by being:

- + Respectful
- + Reflective
- + Purposeful
- + Professional

These are our 4 golden rules.

House Points are awarded in denominations of 1, 2, or 3 Points depending on the degree of success the golden rule is demonstrated through work and behaviours.

In addition, there are Special Commendation available which are issued by the Heads of Department, Heads of Year and the Assistant Heads of Boarding. These are awarded in the denominations of 5, 10, and 15 points, and are for when a student demonstrates 'Excellence' worthy of Special Commendation.

Furthermore, the Assistant Principals, Vice Principal and Principal can issue an Honour in the denominations of 25, 50, 75 and 100 points for 'Exceptional Excellence'.

House Points	1, 2, 3 House Points	Certificates awarded by House Captain in School Assembly Bronze certificate for 10 House Points Silver certificate for 25 House Points Gold Certificate for 40 House Points Platinum Certificate for 60 House Points
Special Commendation	5, 10, 15 House Points	Certificates awarded by House Captain in School Assembly Bronze Special Commendation for 5 points Silver Special Commendation for 10 points Gold Special Commendation for 15 points
Honour	25, 50, 75, 100 House Points	Honour certificate awarded by SLT in School Assembly Bronze Honour for 25 Points Silver Honour for 50 points Gold Honour for 75 points Platinum Honour for 100 points

All House Points earned from awards contribute to the overall total for each House and will be included in ascertaining which House will win the House Shield at the end of each year.

House Captains

The House Captains are elected by the members of their House and are responsible for 'rallying the troops' and ensuring their House is represented in events and competitions. They are responsible for making sure the House contribution is of a high enough standard to warrant first place, and the associated House Points that comes with this position.



Health and Well-being

School Nurse

We have a registered Nurse in school Monday to Friday; please check with reception the times she is available.

The School Nurse will arrange to register all new boarding students with the local doctor's clinic which we are linked to. This is just a 2-minute walk from school. The doctors will arrange for students to go to hospital, or to specialist doctors if needed.

The School Nurse is available to talk confidentially with you if you wish. The School Nurse offers confidential advice to students on sexual health and relationship issues and can refer you to specialist counselling services should this be required (at additional cost).

What to Do if You Are Ill

If you are a day student, your parents must contact Bosworth School Reception by phone or email before 8.30 am on the first day of absence and, if necessary, on subsequent days on 01604 239995, or attendance@bosworthschool.co.uk.

If you are in a Boarding House and are ill overnight, you must inform your Houseparent.

If you feel unwell during the school day you should visit the School Nurse. After discussion with you, Nurse Caroline will decide if you are well enough to go to lessons or should have time off school, whether in sickbay if you are a boarder or at home if you are a day student. If you need medication, she can provide painkillers for minor illnesses. She will contact your parents if she has a concern. Your parents are also welcome to contact her.

Please be aware that a headache, tiredness or mild cold symptoms may not result in agreement for a student to miss lessons. Time off for illness affects your attendance so should be a last resort.

Students' Own Medicines

You must not bring any medication to the School unless it has been prescribed by a medical professional. In this situation, written confirmation in English must be shown to the Nurse who will decide where it will be stored and who will be responsible for issuing it to you when you need to take it. Any medication which has not been shown to the Nurse will be removed from you, stored safely in the medical room and returned to you only when you next go home. This rule applies to both day and boarding students. All new students will have a meeting with the Nurse during Induction to clarify any health issues of which School needs to be aware.

Medical Appointments

Sometimes you may need to attend medical or other appointments during the school day. If the appointment is known about in advance, you should take your appointment card or email notification to your Head of Year or the Assistant Principal Pastoral to authorise the absence and inform Reception. Alternatively, parents or guardians can notify School of your absence by contacting Reception.

For an emergency appointment, you should see your Head of Year or Assistant Principal Pastoral to authorise the absence. Ask at Reception if you need help finding them. You MUST sign out of school at Reception before you leave for an appointment and sign back in if you return to lessons later in the day.

School Counsellor

The School also has two trained Counsellors who are available to talk with you during the school day. One is a member of staff and accessed free of charge and the other is external from the School and charges a fee.

Who Looks After You?

Personal Tutor

You will be placed in a tutor group and will register with them each morning and meet as a tutor group once a week to complete PSHE and other activities. You will also have a 1:1 meeting with your Personal Tutor every few weeks. This is the ideal time to review progress, discuss targets and talk about any concerns.

Head of Year

Your Head of Year looks after your year group and deals with any disciplinary issues. The Head of Year is usually your first point of contact with school if you have a concern. A list of Heads of Year can be found in the "Useful Contacts" section at the end of this document.

Keeping You Safe

Safeguarding

The School is proud of the rich multi-ethnic mix of its students and actively aims to encourage harmonious relationships between students and staff who study and work here. As a student, you should be able to live in a safe environment, be protected from harm and feel valued within a network of valuable relationships. However, if at any time, you feel uneasy or unsafe in your environment owing to physical, sexual or verbal abuse or treatment, or fear of radical views, then you should inform our Designated Safeguarding Lead (DSL). If, for any reason, it is not appropriate to inform the DSL then you should talk to one of the Deputy DSLs. Notices showing the names of the DSL and Deputy DSLs are displayed in all areas around school.

Student Complaints Procedure

If you are worried about something, or unhappy with any aspect of life at the School, or if you have any problem that you would like to talk about then you should, in the first place, talk to your Personal Tutor or class teacher. If the issue is not resolved, talk to your Head of Year or the relevant Head of Department. If the issue is still not resolved you could also talk to the Headmaster, Deputy Headmaster or any other member of staff you feel comfortable with. It may be that you are too embarrassed to say what you are feeling, in which case you could always write a note to one of the above people, explaining your concerns. Alternatively, you could ask a friend to speak on your behalf.

You should understand that any complaint will be dealt with in confidence and that any suggestions or complaints will not upset us. We are fully aware that in any community there are bound to be tensions arising from time to time between students or between staff and students and it is healthy to bring these out into the open whenever such situations arise. Because we are a school that supports its students, we will appreciate your honesty and you may rest assured that no student will be punished or penalised for bringing a problem to our attention.

If, after raising an issue of concern, you do not feel that the problem has been resolved satisfactorily, then you should ask your parents to contact the Headmaster (headmaster@bosworthschool.co.uk). There is a published complaints procedure, outlining the recommended procedures that should be followed by parents and guardians in the event of non-resolution of a particular complaint or concern. An A4 size sheet outlining this procedure may be obtained from Reception. If you are a student who has a very serious matter which you feel has not been resolved by the School then contact: The Children's Commissioner for England, Sanctuary Buildings, London, SW1P 3BT (0800 528 0731).

Arrival and Induction

Induction

When you arrive in September or January you will have a structured Induction Programme before term starts to welcome you to the School and help you settle in quickly. The programme will include;

- + Checking your timetable and answering any academic questions
- + A tour of school buildings
- + Logging into your school email account and using school WiFi
- + An opportunity to meet the School Nurse
- + A meeting with your Head of Year
- + Boarding students will have other activities in their Boarding Houses

For any Induction events, you should bring your laptop or tablet to use and a pen. Meals are provided during Induction.

Full details of our Induction Programme will be sent nearer your start date.

First day of term

In September or January, the first day of term starts with morning registration. You will then follow your normal timetable for the rest of the week.

School Policies

Bosworth policies can be found on our school website (www.bosworthschool.co.uk)





Useful contacts

Senior Leadership Team

Jason Lewis	Headmaster	jlewis@bosworthschool.co.uk
Michael Hodgson	Deputy Headmaster Senior Designated Safeguarding Lead	mhodgson@bosworthschool.co.uk
Rachel May	Assistant Headteacher Academic	rmay@bosworthschool.co.uk
Ita Coverdale	Assistant Headteacher Pastoral Designated Safeguarding Lead (DSL)	icoverdale@bosworthschool.co.uk

Admissions

Sue Hunt	UK/Domestic	suhunt@bosworthschool.co.uk
Shila Parekh	Registrar/International	sparekh@bosworthschool.co.uk

Administration and Welfare

Jayne Underwood	Student Communications Officer parent/agent queries - current students	studentcomms@bosworthschool.co.uk
Reception	General enquiries	reception@bosworthschool.co.uk
Attendance	Reporting absences or lateness	attendance@bosworthschool.co.uk
Caroline Adams	Nurse	cadams@bosworthschool.co.uk
Finance Team	Payments and invoice queries	financebic@catseducation.com
Jeffrey Shipway	Head of Boarding	jshipway@bosworthschool.co.uk
Alison Barnes	Exams Officer	abarnes@bosworthschool.co.uk

Pastoral Team

John Bromilow	Head of Key Stage 3 (Year 7, 8 and 9)	jbromilow@bosworthschool.co.uk
Zahra Champsey	Head of Year 10	zchampsey@bosworthschool.co.uk
Dan Mattock	Head of Year 11	dmattock@bosworthschool.co.uk
Paul Boothman	Head of Year 12	pboothman@bosworthschool.co.uk
Angela Beckett	Head of Year 13	abeckett@bosworthschool.co.uk



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www.bosworthschool.co.uk