

BOARDING HOUSE ETIQUETTE

At Godolphin we aim to make the boarding houses as homely as possible. Visitors are of course welcome but we would politely request that certain guidelines and protocols need to be followed. We hope that you will find the following list helpful. As always, please feel free to ask House staff if there is anything you are uncertain about and they will be very happy to assist you.

- When visiting, please ring the bell on the main door and wait for a member of staff.
- When entering the house please do not leave the door on its latch.
- Please always ask permission from the Housemistress if you need to go upstairs, to avoid any embarrassment and confusion. Men are not allowed upstairs although this may be waived with staff permission (for example at the beginning and end of term).
- Please do not enter the changing/locker rooms.
- The Girls' WCs are not available for visitors. Not all houses have Visitors' WC facilities. Signs will direct you to the nearest amenities (for example in the PAC). Girls' WCs are clearly marked.
- Staff may not be immediately available to answer your telephone call (for example during meals) but please do leave a message and they will respond to you as soon as possible.
- Please ask house staff for the correct protocol concerning mobiles phones.
- We encourage the girls to decorate their dorms but please ensure that the furniture is not moved and decorations are only on the boards provided. Pins, nails and screws may not be fixed to the walls or woodwork!
- Pets are welcome in the boarding house but only downstairs and dogs must be on leads.
- Please be aware that at certain times in the evenings and at the weekend the boarding houses may be closed. This might be the case if the whole house was on a trip, for example. It's always worth checking with the Housemistress beforehand.

A few other reminders:

- Please check diaries/website for arrival and departures times at Exeats and Holidays and please ensure that you contact the Housemistress if you have any queries in this regard.
- The Housemistress must be aware of all medication and in most cases this must be handed in.
- If a girl has a medical/dental appointment, please make sure a member of the house team is aware in advance.

Many thanks for your cooperation.

Mrs Niamh Green
Pastoral Deputy Head

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