



A guide for partners



Boarding life

Security and alarms

- The school is equipped with fire and burglar alarms as well as CCTV. At 22:00, the main gate is locked, and the main entrance of the residence and the corridors are alarmed, to prevent students from entering other student's corridors at night.
- Students will each have their own key card which lets them enter the residence building and only their own room.
- There is a safe in the school office in which students can keep any valuables they wish.

Food and mealtimes

- All meals are prepared daily using quality, fresh ingredients from local suppliers to deliver a well balanced and varied menu of dishes. Meat, fresh fruit and vegetables are delivered daily to ensure quality and freshness. Fruit is always available as well as milk, hot drinks for the morning and afternoon break. In the evenings we also have fruit, milk, hot drinks plus biscuits and other snacks available. The chef and catering team are trained to cater for all dietary needs and requirements, including food allergies and religious food restrictions. Sample menus can be found below.

Mealtimes

- Breakfast: 08:00 - 08:50
- Lunch: 12:30 - 13:30
- Dinner: 18:30 - 19:30

OISE Newbury - Winter Menu

	Monday	Tuesday	Wednesday	Thursday	Friday	Meat Free Saturday
Breakfast 8:00 every day	<u>Cooked:</u> free-range eggs, bacon or sausage, baked beans, hashbrown, pastry. <u>Continental:</u> yogurt, cereals, bread, fruits, cold meat, cheese, tomatoes, fruit juice, jam butter, etc.		Full English breakfast	<u>Cooked:</u> free-range eggs, bacon or sausage, baked beans, hashbrown, pastry. <u>Continental:</u> yogurt, cereals, bread, fruits, cold meat, cheese, tomatoes, fruit juice, jam butter, etc.		Meat Free Breakfast Hot&Continental
Lunch 12:30	One pot Chicken & Rice Mushroom Risotto White & Red Cabbage Crispy Eggplant Baby Potatoes	Braised Beef Stew With Potatoes And Carrots Squash & Carrot Stew Rice, Cassava Spring Greens Saute	Tomato Soup Bangers & Mash Veg Bangers & Mash Onion Gravy, Green peas	Spaghetti with meatballs Veg Spaghetti Puttanesca Cacio e Pepe Roasted Potatoes Mediterranean Vegetables Classic Bruschetta	Classic Fish & chips Macaroni Cheese Mushy Peas, Tartare Sauce Homemade Coleslaw	Winter vegetable Soup Homemade bread Pumpkin & Leek Quiche Roasted vegetables
Lunch & Dinner	<u>Salad bar:</u> At least two types of protein (e.g.: boiled eggs, tuna, cooked chicken/meat slices,crispy bacon etc.) plus 6 other salad bowls like; green leaves, tomatoes, cucumber, carrots, seeds, quinoa, pasta salad, lentils, beans, coleslaw , potato salad , sweetcorn etc. Dessert: Natural Yogurt with toppings & fresh fruit					
Dinner 18:30	Crispy Beef Schmitzel Creamy Sweetcorn Gratin Rice Loaded potato skins Green Vegetables	Coconut Curry Chicken Lentil, Chickpea and Sweet Potato Curry Rice, Green beans Naan bread	Chunky shepherd's pie Chunky Veg Pie Glazed Carrots Green beans	Beef Burritos Meat-free burritos Nachos, Guacamole Mexican Corn Salad Mango Salsa	Homemade Beef Burger Halloumi Burger Onion Rings Corn on the Cob Kale Coleslaw	Potato Gnocchi 2 choices of sauce Bruschetta Baby Potatoes Broccoli & Carrots
Sunday : Continental + Cooked Breakfast - Lunch: Traditional Sunday Roast with all the trimmings. - Dinner: Pizza Bar						

Continental buffet: Breads, meat & cheese boards, fresh fruits, cereals, fruit juice, milk, teas & coffee .

Full English breakfast: Egg, sausage, bacon, grilled tomatoes, baked beans, hashbrown, toast, fresh fruits, cereals, butter, preserves, bread, fruit juice, milk, teas & coffee.

Meat Free Breakfast: Fried Egg, scrambled egg, tomatoes, hashbrown, baked beans, cheese, fresh fruits, cereals, butter, preserves, bread, fruit juice, milk, teas & coffee.

OISE Newbury - Summer Menu

	Monday	Tuesday	All British Wednesday	Thursday	Friday	Meat Free Saturday
Breakfast 8:00 every day	<u>Cooked:</u> free-range eggs, bacon or sausage, baked beans, hashbrown, pastry. <u>Continental:</u> yogurt, cereals, bread, fruits, cold meat, cheese, tomatoes, fruit juice, jam butter, etc.		Full English breakfast	<u>Cooked:</u> free-range eggs, bacon or sausage, baked beans, hashbrown, pastry. <u>Continental:</u> yogurt, cereals, bread, fruits, cold meat, cheese, tomatoes, fruit juice, jam butter, etc.		Meat Free Breakfast Hot&Continental
Lunch 12:30	Beef stroganoff Stroganoff or Mushroom Stroganoff, Butter Sweetcorn Green beans Rice & Baby potatoes	Hunter's chicken Cauliflower cheese Rice Tomato & Basil pasta bake Courgette & Kale saute	Bangers & Mash Veg Bangers & Mash Yorkshire Pudding Onion Gravy, Green peas Eton Mess	Classic lasagna Broccoli Stilton Lasagna Mediterranean Vegetables Garlic bread Baby Potatoes	Southern Fried Chicken & chips Pasta Pomodoro Sweetcorn & Broccoli	Packed lunch
Lunch & Dinner	<u>Salad bar:</u> At least two types of protein (e.g.: boiled eggs, tuna, cooked chicken/meat slices,crispy bacon etc.) plus 6 other salad bowls like; green leaves, tomatoes, cucumber, carrots, seeds, quinoa, pasta salad, lentils, beans, coleslaw , potato salad , sweetcorn etc. Dessert: Natural Yogurt with toppings & fresh fruit					
Dinner 18:30	Chicken or Pork stir-fry Vegetarian stir-fry Egg fried rice, Noodles Vegetable spring rolls Gyoza	Chilli con carne Meat-free chilli Cheesy Nachos & rice Quesadilla Corn on the cob, Guacamole	Chicken & Leek Pie Mushroom & Leek Pie Carrots, Peas, Cauliflower, Rice Potato Wedges	Lemon & thyme Chicken Stuffed Aubergine Tomato Rice, CousCous & Spring Greens	BBQ in the garden	Pasta Bar 2 choices of sauce Bruschetta Baby Potatoes Courgette & Carrots
Sunday : Continental + Cooked Breakfast - Lunch: Traditional Sunday Roast with all the trimmings. - Dinner: Pizza Bar						

Continental buffet: Breads, meat & cheese boards, fresh fruits, cereals, fruit juice, milk, teas & coffee .

Full English breakfast: Egg, sausage, bacon, grilled tomatoes, baked beans, hashbrown, toast, fresh fruits, cereals, butter, preserves, bread, fruit juice, milk, teas & coffee.

Meat Free Breakfast: Fried Egg, scrambled egg, tomatoes, hashbrown, baked beans, cheese, fresh fruits, cereals, butter, preserves, bread, fruit juice, milk, teas & coffee.

Laundry and housekeeping

- Students' rooms are cleaned once a week and bed linen and towels are provided. Laundry service is available once a week and the laundry room is available at the weekend for students to do their own laundry should they wish to do so.

Illness and medication

- The Domestic Head of School and the School Matron are responsible for the school Health and First Aid provision. Students can be registered to a local GP if they are staying longer than two months or if medical help is needed at any point of their stay.
- Over-the-counter medicines, also known as non-prescription medicines, should not be brought to school.
- If a student becomes ill during the course and requires medicine, staff are trained to administer medication provided by the school. The local GP or the NHS will be contacted if necessary.
- Students must tell the school staff immediately if they are feeling unwell. In case of emergency, school staff will take the appropriate action.

Supervision and staffing

- The boarding house is supervised 24 hours, 7 days a week by at least two members of staff at all times.
- If a student is aged 14 or over and they have parental permission, they may leave the school unsupervised on weekends and after school.
- The school reserves the right to override parental consent and forbid a student from leaving school, Newbury or staff supervision if we have reason to believe that the student may act irresponsibly and therefore that such denial of permission by the school would be in the best interests of the student themselves or others.

School contact information

- The office phone is reachable from 09:00 - 17:00 on weekdays, and the emergency phone number is reachable 24 hours, 7 days a week.
- They are as follows:
Office: +44 (0)1635 953330
Emergency: +44 (0) 7712 272 857



Progress monitoring

- Students' progress is monitored each week, through Progress Tests every Monday and Friday morning, followed by a Writing Test, and a 500 word weekend essay to be reviewed on Monday.
 - The Monday and Friday progress tests are as follows:
 - The students are given 5 minutes to read a text. After 5 minutes, the students turn to the other side of the page which is the same text with words missing. Students then swap papers and mark each other's, giving them a score out of 100. Students are then given 10 minutes to write 100 words on a topic related to that of the text. Teachers grade the writing test using the CEFR mark scheme.
 - Teachers use the test scores and the writing test grades to separate students into different ability groups.
 - On Friday afternoons, teachers give an essay title for the students to complete over the weekend. On Monday, teachers go through these with the students.
 - Students preparing for exams are given exam rehearsals throughout the week.
- Listening, Reading, Writing and Speaking are equally worked in class, though teachers may choose to focus more on the areas the students struggle with the most. The teacher keeps track of the students' progress.



Exam day and chaperone service

- All exam services must be booked a minimum of 4 weeks in advance.
- For those students taking an exam during their stay, a chaperone service is arranged.
- This service is included in the Exam Service fee.
- The school handles all paperwork necessary for the exam
- For early morning exams, a taxi is arranged to take the student(s) and staff to the exam centre. Students are given a packed breakfast and packed lunch and two bottles of water. The breakfast normally consists of a fruit, a pastry or croissant, a biscuit, fruit juice, and a milk carton. The lunch normally consists of a sandwich, a packet of crisps, juice, fruit and a milk carton.
- A member of staff accompanies the student(s) to the exam centre, stays with them for registration, waits for them in the waiting room if there is one, and meets them during their breaks to make sure they eat their packed lunch, or to walk around with them if they wish, to refocus for the next part of the exam.
- Students may choose to leave their belongings in the lockers provided at the exam centre while they sit their exam, or they may leave their belongings with the staff if they prefer.
- Students may choose to bring pocket money with them. During the breaks, students are free to get more snacks or drinks if they so wish, in which case the staff member accompanies them to the shop/cafe.
- After the exam, the staff and student(s) return to school by train and the staff member settles the student back into school.
- The school receives the students' results as original certificates, sends scans and posts them to the students.



Arrival and departure transfer service

Service

- The school arrival/transfer service is provided for students arriving at standard times on standard arrival days (Sundays) and departure days (Saturdays). For students arriving and departing on non standard days, a bespoke service is also available.
- Students are met either by school staff who travel with them to the school or by drivers to drive the student/s directly to school. All drivers are checked and hold relevant child-safety certifications.
- Sometimes, the journey to the school might be taken by train with a school staff member as group leader.
- The journey time from London Heathrow Airport is 1 hour.
- The journey time from London Gatwick Airport is 1 hour 30 minutes.
- The journey time from London St. Pancras Station is 1 hour 40 minutes.

Arrivals

- Accurate travel information should be provided in advance so that a student's transfer can be arranged with plenty of time, with a minimum of two weeks.
- When travelling to the UK make sure students have all relevant information and documentation to hand for when they get to customs. They should make sure they have the school emergency number saved on their phone in case they need to contact the school after landing.
- The shuttle service leaves at 18:00. If students arrive early they will have to wait for the shuttle transfer to the school. A member of staff waits with the students if there is a long waiting time.
- After passing through customs, students are met by a member of the school courier team or a driver appointed by the school who will be holding a sign with their name on it.
- Couriers or drivers travel with the students to the school. Upon arrival at the school, they are met by a staff member.
- Students are asked to hand in their passport that will be kept in the school safe until the departure day.
- Students are given their room key and a wristband with the emergency phone

number and the Student Handbook. They will then be given a tour of both the school and the residence area, and once settled in, there will be a guided tour of the town centre. They will enjoy a hot meal for dinner at 18:30 after which a register is taken, and a Boarding Induction is given. Finally, a night register is taken and they go to their rooms for bedtime.

Independent travel

- If students are travelling independently, they should let us know well in advance their estimated time of arrival.
- For information about how to get to the school, please email newbury@oise.com.

Departure days

- On departure days, students complete a leaving survey and departure checklist, hand in their room key and are given their passport. A designated driver comes to pick the students up and take them to the departures hall of the airport.
- Students travelling as Unaccompanied Minors must bring their forms completed and signed by parents or legal guardians. The school must be informed in advance of such arrangements.



Extracurricular activities, workshops, and field trips

After school, students partake in some extracurricular activities and workshops. These may include sports and physical activities, arts and crafts, or cookery to name but a few.

- Cookery workshops
- African drumming
- Tennis
- Badminton
- Yoga
- Arts and crafts
- Photography
- Park walks

Field trips

On some Saturdays, students are taken on cultural field trips to various places. Some of these include:

- **Windsor**

Visit to the 3 Eton museums; Antiquities, Natural History and Museum of Eton Life. Packed lunch in a park.

- **London**

Visit to Buckingham Palace, picnic with packed lunch in Green Park. Visit to the Science Museum, the Natural History Museum, the British Museum, Tate Gallery.

- **Oxford**

Picnic with packed lunch, in Christchurch College grounds, Ashmolean Museum, Pitt Rivers Museum, Blackwell's Bookshops.

- **Stonehenge**

Exhibition, Reconstructed Neolithic Village, shuttle to Stonehenge, walk to prehistoric tomb-mounds.



Points of interest in Newbury

Newbury is a small, serene town, with many beautiful walks a stone's throw from the school. Students may wish to walk along the canal, to watch the locks being opened as boats come by, or to cross the Monkey Bridge into Northcroft Park.

Students might want to feed the ducks by the canal or in Victoria Park, play tennis or go to the ice cream shop in the summer. There is a quintessentially English Tea Shop by the canal, the Flowerpot Cafe, a Starbucks, a Cafe Nero, Mr Moo Juice (a juice and smoothie shop), The Sweet Box (a dessert bar).

For artistic activities, students may want to visit the Ugly Duckling pottery cafe, or watch a performance at the Corn Exchange or at Arlington Arts Centre. They may also walk around the town and take photos for the photography club

There are two main shopping centres in Newbury; Kennet and Parkway, a cinema, and a High Score Arcade.

There is a lot to see culturally, from the Newbury Markets in the Marketplace, which are put up every Thursday and Saturday from 9am to 4pm, to the Clock Tower, to St Nicholas Church to Donnington Castle, to the West Berkshire Museum. Newbury Library is by the canal, and is open on Monday, Tuesday, Wednesday and Friday from 9-5, and Thursdays 9-6 and Saturdays from 10-4.