

# Welcome to Heathfield & 2015-2016

## Form II

# *A Sense of Belonging ...*



# Welcome to Heathfield

*A Sense of Belonging ...*



The Merit of One

is

The Honour of All

---

## A Resource Handbook to Help Guide You Through Your First Term At Heathfield

### Where and when it all began

The school stands in 36 acres of grounds on the outskirts of Ascot and has done so since Heathfield School was founded in 1899 by Eleanor Beatrice Wyatt, its first headmistress. In 1882, at the age of 24, Miss Wyatt and her mother opened a mixed school in Drayton Gardens, South Kensington, then in 1884, as the school expanded, moved to 45 Stanhope Gardens. Still a mixed school (though the numbers of girls by now far exceeded those of the boys), its popularity continued to increase necessitating a move in 1891 to 132 and latterly also 133 Queens Gate.

Until this point Miss Wyatt had been concentrating on educating boys and girls from the lower-middle and lower classes; however, she was convinced that the best way to further education for all was to educate those who could in turn educate others. This coincided with Miss Wyatt's desire to move out of a congested and claustrophobic London. The problem she faced was that, whilst wishing to move to a more spacious country location, she still wanted to maintain a proximity to London and the school's active Old Girl network. In 1899 the perfect solution was found in the leafy environs of Berkshire and Heathfield School was founded in what was a beautiful Italianate building, the original home of the Paravacini family. On the 8th of May the school was officially opened and the chapel blessed.

# CONTENTS

PAGE  
NO

## WELCOME TO HEATHFIELD

### *A Sense of Belonging ...*

- ❖ *An Introduction* 6

## INTERNATIONAL DEPARTMENT AT HEATHFIELD

### *A Sense of Belonging ...*

- ❖ *A Welcome to our International Students* 7

## WELCOME TO FORM II

### *A Sense of Excitement ...*

### *A Sense of Achievement ...*

- ❖ *What are your aspirations?* 8

## MY FIRST TERM

### *A Sense of Enjoyment ...*

### *A Sense of Achievement ...*

- ❖ *What have I got to look forward to?* 9

## WHO WILL LOOK AFTER ME?

### *A Sense of Wellbeing ...*

- ❖ *Housemistress* 10
- ❖ *Head of House* 10
- ❖ *Tutor* 10
- ❖ *Shadow* 10
- ❖ *Junior School Prefect* 11
- ❖ *Nursing Sisters - School Doctor* 11
- ❖ *School Counsellor* 11
- ❖ *School Chaplain* 11
- ❖ *Chapel of the Ascension* 11-12
- ❖ *Headmistress* 12
- ❖ *Director of Boarding* 12
- ❖ *Director of Studies* 12
- ❖ *Director of Pastoral Care & Extra Curricular Activities* 12
- ❖ *Year Group Housemistresses* 13
- ❖ *ChildLine Telephone No* 13

## CONTENTS

### MOVING IN

<i>A Sense of Sanctuary ...</i>	14
❖ <i>Home Sweet Home</i>	15
❖ <i>What else shall I take?</i>	15
❖ <i>Pocket Money</i>	15
❖ <i>Safes</i>	15
❖ <i>Notice boards</i>	

### CLOTHES TO BRING

<i>A Sense of Style ...</i>	
❖ <i>School Uniform</i>	16
❖ <i>Own Clothes &amp; Personal Belongings</i>	16

### THE COMMON ROOM

<i>A Sense of Relaxation ...</i>	
❖ <i>Weekly Common Room Monitors</i>	17
❖ <i>Postage stamps and post box</i>	17

### EVERYDAY LIFE AT HEATHFIELD

<i>A Sense of Timing ...</i>	
❖ <i>The days' time-table</i>	18 - 19

### SCHOOL'S OUT - THE WEEKEND IS HERE

<i>A Sense of Fun ...</i>	
❖ <i>Saturday's Schedule</i>	20
❖ <i>Sunday's Schedule</i>	21
❖ <i>Days out Allocation</i>	21

### DO'S AND DON'T'S

<i>A Sense of Right and Wrong ...</i>	
❖ <i>I didn't know I had to do that!</i>	22

## CONTENTS

PAGE  
NO

### WILL I LIKE THE FOOD?

#### *A Sense of Nourishment ...*

- ❖ *What's to Eat?* 23
- ❖ *Tuck from Home* 24
- ❖ *Tuck Shop + Opening Times* 24

### AWARDS

#### *A Sense of Honour ...*

- ❖ *Bows, Bearings & The Lily Badge* 24

### SCHOOL HOUSES

#### *A Sense of Participation ...*

- ❖ *House Points* 25
- ❖ *Merits* 25

#### *A Sense of Inspiration ...*

- ❖ *Austen House* 25
- ❖ *De Valois House* 25
- ❖ *Seacole House* 25
- ❖ *Somerville House* 25

### CHAPEL OF THE ASCENSION

#### *A Sense of Spirituality ...*

- ❖ *The Sunday Collection* 26
- ❖ *The School Prayer* 26
- ❖ *The Birthday Prayer* 26

### MY NOTES

#### *A Sense of My Sense ...*

- ❖ *My Notes* 27
- ❖ *Photos of my New Friends* 27

### TOP TIPS TO HELP YOU FEEL AT HOME AT HEATHFIELD

- A Sense of Friendship ...* 28



# Welcome to Heathfield ...

## A Sense of Belonging ...



### An Introduction

**W**e are looking forward to you joining us at Heathfield. Our aim is to ensure that from the time you arrive here everything runs smoothly. It is going to be an adventure for you with the great opportunity of making lots of new friends from all over the world. You will have exciting new experiences of being part of a school that is over 110 years old and is steeped in history and traditions and where everyone is valued equally.

This booklet has been put together, with suggested ideas from Heathfield girls, to help you feel at home quickly. It provides you with information that will, hopefully, allay any fears or concerns you may have to help you to start on a positive note, in your new year group.

Please do not be afraid to ask for help, particularly during your first few days, when everything may seem a little overwhelming. There are lots of people who are here to help you settle in, as you will learn later on in this booklet.

Together with this booklet, 'A Sense of Belonging ...' your Welcoming Pack contains:

- ✈ 'A Sense of Security ...' a booklet - to give you some information and advice on how to cope with some other concerns that you may have,

When you arrive you will be given a **Pupils' Diary** for you to make daily notes and jot down homework set. This booklet also contains useful information, e.g. school policies and pupils' code of conduct. Take a moment to read it - it is full of important information that explains our school's approach to all matters relating to your wellbeing.

## INTERNATIONAL DEPARTMENT AT HEATHFIELD

### *A Sense of Belonging...*

*If you are joining us from overseas, you will experience the same very sincere welcome as our British girls. We have girls here from countries including Spain, Germany, Russia, Japan and Thailand who all enjoy the warm and caring environment of our school.*

*Moving to a new country with a different culture can be both challenging and confusing so, to help you, we have a dedicated team:*



*Mrs Ruth Colley*



*Mr Snow*

*who are all committed to providing you with both pastoral and academic support.*

*You will have a specialised induction programme which starts as soon as you arrive. You will also receive on-going support to ensure that your life here at an English boarding school is as enjoyable and fulfilling as possible.*

*Heathfield is here to help you; we want you to feel a*

### *A Sense of Belonging...*

*from the day you arrive.*

*Want to know more?*

*Read on...*



## *A Sense of Excitement...*

*This is going to be an exciting new phase of your young life when you join Heathfield at the start of our Michaelmas Term.*

*What are your aspirations? Do you want to feel*

## *A Sense of Achievement...?*





# MY FIRST TERM

## *A Sense of Enjoyment...*

*What have I got to look forward to?*



## *A Sense of Achievement...*

### **WHO WILL LOOK AFTER ME?**

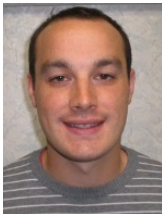
## *A Sense of Wellbeing...*

*Y*our **HOUSEMISTRESS** in Form II is **Su Crafer** who has worked at Heathfield now for many years. She is responsible for looking after you before and after school and during the weekends. Su has a flat located in Form II boarding area. When she is on duty, her door is always open, should you have any questions, need any help, or just want to pop in for a chat to while away some time.



When Su is off duty (she has 2 days off during the week) **Liz Curtis**, Director of Boarding, will take over. Liz also has a flat in the Form I boarding area. You may knock on their doors, at any time of the day or night, when they are on duty. They are here to help you - a mother figure.

When you arrive, you will already know which House you are a member of. There are 4 Houses: **Austen**, **de Valois**, **Seacole** and **Somerville**. Below are pictures of the **Heads of Houses** to help you recognise them easily:



Mr Valner  
Austen House



Miss Talbot  
De Valois House



Mrs Kemp  
Seacole House



Mr Doyle  
Somerville House

You will also have a **Tutor**. Both your Tutor and Head of House are here to help you with both your academic work and your wellbeing. Please speak to them about any problems or concerns you may have - don't wait until you are in a panic.

When you arrive you will be allocated a **Shadow** for the first two weeks - somebody from the year above. She will help you to find your way around and ensure that you are in the right place at the right time.

## *A Sense of Wellbeing...*

*A Lower School Prefect has been appointed for 2015 - 2016 from our LVI girls and she is here to help you. She has been through many of the same experiences as you and can help reassure and encourage you. Please don't be afraid to go and see her for help or a chat at any time.*



*If you are unwell, there are 2 resident Nursing Sisters who are here to look after you at any time of the day or night. One of them will be on duty each day. If you need to see a doctor, an appointment will be made at the surgery; the school doctor also visits on a weekly basis.*

*There are set times for Surgery in the morning and evening. These are displayed on noticeboards around the school. If you need some medical help, just pop along during these times. Basic toiletries are also available for purchase, should you run out of toothpaste, etc.*

*If you think you need to see a Nurse, at any other time during the school day or evening, you will first have to ask your Teacher, or your Housemistress, who will contact the Surgery on your behalf.*

## **SCHOOL COUNSELLOR**

*Sometimes we just need to talk to somebody else confidentially, other than our parents, friends, teachers or Housemistress. The School Councillor is available in School on a Wednesday evening. To make an appointment to see her, all you have to do is email her with your name and she will get back to you with a time she can see you. You will be introduced to her within the first week of starting school and be given her email address.*

## **SCHOOL CHAPLAIN**

*Father Tim is our School Chaplain. His office is in Lower Phoenix. You will be shown where this is when you arrive.*



# F

*A sense of wellbeing ...*

*ather Tim is available if .....*

- things are getting you down
- you want to off-load and chat to someone in private
- you want someone to listen
- you need a helping hand
- You want to seek advice

## CHAPEL OF THE ASCENSION

*Chapel services play an important role in the everyday life of the school. The Chapel door is always open and you will find it a quiet, welcoming place to sit if you wish to spend a quiet moment or two there during the day or evening.*



Chapel of The Ascension,  
Heathfield School



## HEADMISTRESS AND DIRECTOR OF BOARDING

*Mrs Heywood, the Headmistress, and Liz Curtis, the Director of Boarding, will always be happy for you to go and talk with them.*



Mrs Heywood  
Headmistress



Liz Curtis  
Director of Boarding

*If you would like to see Mrs Heywood, you may make an appointment with her secretary. Liz also has an office downstairs as well as a flat in the Form I boarding area.*



Mrs Gardiner Legge  
Director of Studies

Mrs Gardiner Legge is always happy to speak to you if you should have any worries or concerns with your subjects

Mrs de Ferrer  
Director of Pastoral &  
Extra Curricular Activities

Mrs de Ferrer makes sure you are making progress and are doing well in lessons. She also checks you are behaving properly and are getting lots of merits.



## *A sense of wellbeing...*

*Below are some photographs of other people that you will see often around the boarding area and school, all of whom will be only too happy to help you.*

### HOUSEMISTRESSES



Colleyn Beresford



Su Crafer



Louise Champion



Anita Diaz



Alison Brooks



Janet Liepa



Sue Broomfield

Don't forget about the [ChildLine](#) telephone number

[ChildLine](#) is the free helpline for children and young people in the UK. Children and young people can call on 0800 1111 to talk about any problem - counsellors are always there to help you sort it out.



## MOVING IN

### *A Sense of Sanctuary...*

*When you first arrive in your dormitory area, your Housemistress will be there to greet you; she will show you where your room is. A room allocation will be displayed on the notice board outside her flat, so that you can see where everybody else is.*

*In Form II you will share a dormitory as this will help you to get to know the other girls in your year group. You may like to bring some personal belongings with you to help make your area your own. You will change dormitory at the beginning of each term, to give you the opportunity to get to know everyone else in the year.*

#### *Home Sweet Home*

*From this .....*



*To this .....*



*To achieve this, some suggestions of what you could bring:*

- photos of family and friends
- cut out pictures from magazines
- scarves / material
- posters
- blu tac
- drawing pins (only to be used on the notice boards provided)

## A Sense of Sanctuary...

### What else shall I take?

- |                              |                      |                         |
|------------------------------|----------------------|-------------------------|
| ✚ mobile (Il Form +)         | ✚ reading books      | ✚ toiletries            |
| ✚ charger                    | ✚ camera             | ✚ own pillow (optional) |
| ✚ laptop                     | ✚ iPod /Music Player | ✚ duvet + covers        |
| ✚ tuck box                   | ✚ torch              | ✚ throw                 |
| ✚ teddy / favourite soft toy |                      |                         |
- ✚ .... DON'T FORGET an alarm clock!

*Plan carefully. You only have a limited space and you are expected to keep your area tidy ... and REMEMBER ..... bedroom grades count towards House points!*

### Pocket Money

*All pocket money should be handed into your Housemistress for safe-keeping. This will be locked away safely. Pocket money will then be handed out on set days during the week - you will be advised of these arrangements on your arrival.*

*PLEASE do not keep large sums of money, gift vouchers, miscellaneous cards in drawers, or handbags, in your room.*

Must remember to budget so I have enough to last the term.

### Safes

*There is a safe provided in each room for each girl. On your arrival you will be shown how to use it. Please remember to use it for any special personal items.*

### Notice Boards

*Please read the notice boards that are displayed around the corridors throughout the school. They contain everyday information to help you, as well as current news that you need to know, e.g. details of weekday and weekend matches, any changes to normal routine and rota for common room duty.*



# CLOTHES TO BRING

## A Sense of Style ...

### School Uniform

A list of clothes and where they may be purchased will have been given to your parents in your Welcome Pack. You will be expected to wear your uniform with pride, and reminded to wear it correctly and smartly by both Housemistresses and teaching staff. PLEASE ensure that all clothes are named, AND don't bring clothes that need special washing care or dry cleaning.

When you are wearing school uniform:

You may wear:

- ☺ a pair of plain stud earrings; one in each ear lobe
- ☺ a religious artefact on a chain
- ☺ one plain silver or gold ring
- ☺ only school badges on your school jumper
- ☺ a watch

You may not wear:

- ☹ nail varnish
- ☹ make-up
- ☹ bracelets
- ☹ shoulder length/ long hair loose - it must be tied back with a navy, black or brown hair band.

Ask ... for a help sheet if you need help to tie your own tie.

### Own Clothes & Personal Belongings

You will only have a small amount of hanging space and one small chest of drawers in which to store all your clothes. There



really is no need to bring lots and lots of home clothes, as you will find that you will usually be able to collect clothes that have been given to the laundry for washing the very next day.

PLEASE look after your personal belongings. DON'T leave them lying around. IF you bring any VALUABLES to school, e.g. camera or iPod PLEASE put them in your SAFE provided when you are not using them.



PLEASE DO NOT BRING any jewellery that is expensive or has a sentimental value, as items can, and do, get lost.

## THE COMMON ROOM

### *A Sense of Relaxation ...*

*Each year group has its own Common Room; a room where you may go in your free time to:*

- ▶ *sit and chat*
- ▶ *watch TV*
- ▶ *watch a DVD*
- ▶ *read a book*
- ▶ *chill out*
- ▶ *use your computer*
- ▶ *write letters home*



Stamps can be bought from  
Reception – letters are  
posted in the post box at  
the entrance to the Bursary

*When you use the room, please leave it as you would like to find it.*



*Please do not litter it with your belongings and rubbish. You have lockers for your books, lockers for your PE kit, storage space for your clothes and there are litter bins for any rubbish.*

*Two new Common Room monitors are appointed each week and it is their responsibility to do a final tidy up at the end of the evening during the week they are on duty.*



*..... not like this!*

*You are responsible for keeping your Common Room tidy throughout the day*

**CHECK THE NOTICE BOARDS IN THE COMMON ROOM AND DORMITORY AREA TO SEE WHEN YOU ARE ON DUTY.**

*Please help to keep your Common Room clean and tidy for everyone to use.*

**PS ..... It has been known to be locked if it is not kept clean and tidy!**

## EVERYDAY LIFE AT HEATHFIELD

### *A Sense of Timing ...*

<b>TIMING</b>	<b>ACTIVITY</b>	<b>NOTES</b>
07.00 onwards	➡ Set your alarm	.... but it is up to you what time you wake up - leave enough time to get washed & dressed.
07.10 - 07.30	➡ Go down to breakfast	Dressed correctly in school uniform and sign in.
07.10 - 07.45	➡ BREAKFAST - for Forms I to III	Arrive later than 0730 hrs, you will be marked late.
07.45	➡ Breakfast finishes	Back upstairs, collecting any clean clothes from the laundry on the way.
07.45 - 08.15	➡ Half an hour to prepare for the school day	This time can be used to clean your teeth, make your bed and tidy room / area.
08.20	➡ Registration	Leave Boarding area and go to Tutor room, taking everything you need for the day.
08.30	➡ Mon ~ Thu: Chapel ➡ Friday: Assembly	10 minute Service.
08.45	➡ Lesson 1	
09.20	➡ Lesson 2	
09.55	➡ Lesson 3	
10.30	➡ Lesson 4	
11.05 - 11.20	➡ BREAK	Biscuits & drinks served in the dining room.
11.25	➡ Lesson 5	
12.00	➡ Lesson 6	
12.35 - 13.30	➡ LUNCH	In the dining room
13.35	➡ After Lunch	Prepare yourself for afternoon lessons.



## A Sense of Timing ...

TIMING	ACTIVITY	NOTES
13.40	➡ Lesson 7	
14.15	➡ Lesson 8	
14.50	➡ Lesson 9	
15.25	➡ Lesson 10	
16.00	➡ AFTERNOON TEA	Go upstairs to your dormitory area and change into own clothes - go down to the dining room for drinks, fruit and cakes.
16.15 -18.00	➡ Sports activities ➡ Sports matches ➡ Extra curricular activities	
16.30 - 17.30	➡ Tuck Shop open	On Wednesdays and Fridays.
18.15 - 19.05	➡ SUPPER	Go to the dining room and sign in before having supper.
19.10	➡ Prep	When you hear the buzzer, go to your Tutor room with your books for prep.
19.15 - 20.15	➡ Form I & II prep	This is supervised by teachers and prefects.
19.15 - 20.45	➡ Form III & IV prep ➡ Hand in your laptop	If you are on common room duty you will need to tidy it now, before you go upstairs.
From set times for each year group, you will:	➡ Sign in with Housemistress in your pj's	Hand your mobile in at the same time - don't be late!
	➡ Be in your own room or dormitory	Time to settle into bed, having showered and cleaned your teeth.
	Lights out	Quiet - reading books, or listening to music.

When it's bedtime,  
I'm **NOT** tired, when it's  
time to get up. I **AM** !!

## SCHOOL'S OUT – THE WEEKEND IS HERE

### *A Sense of Fun ...*

***A** S well as netball, lacrosse, rounders, tennis, swimming or athletics matches against other schools on most Saturdays, a variety of activities are organised on Saturdays and Sundays.*

*The Heads of House take it in turns to plan the weekend's schedule. Teachers and Housemistresses supervise the outings and planned activities, some of which are optional. Trips to the theatre, cinema, sight-seeing, skating, and bowling are arranged frequently. Below is an example of a House weekend.*

### SATURDAY

<b>TIMING</b>	<b>ACTIVITY</b>	<b>NOTES</b>
08.45	➡ Breakfast	Sign in wearing own clothes.
09.45 - 10.45	➡ Prep	Go to Tutor room with work, unless you are representing the school in a match. Parents are welcome to watch matches home and away.
10.45 - 11.15	➡ BREAK	
11.15 - 12.15	➡ Prep	Go to Tutor room with work, unless you are representing the school in a match.
12.15 - 13.00	➡ LUNCH	
13.00 - 14.00	➡ Own time + change ready for trip	
14.30	➡ Depart for Jack Wills Polo	
18.00	➡ Trip Returns	
18.30 - 19.00	➡ BARBECUE SUPPER	Sign in
19.00	➡ Form III Fashion Show & High Society Disco	In the assembly hall.
21.00	➡ Sign in with your Housemistress in your pjs	Hand your mobile in at the same time.
From 21.00	➡ Lights out	Quiet- reading books, or listening to music.

## A Sense of Fun ...

**W**eekends are for relaxing, catching up with work, experiencing new activities, learning new skills, or just spending time with your friends. Some of the activities are optional, so it is really up to you to decide how you spend your free time.

The cookery room, computer rooms, the art studio and library are all open throughout the weekend. Workshops, competitions, craft sessions and cookery are held. The Common Rooms are used for relaxation or for DVD and pizza evenings.

### SUNDAY

TIMING	ACTIVITY	NOTES
09.00	➡ Breakfast	Sign in wearing school uniform.
10.00	➡ Chapel	Wear your school uniform.
11.00 - 12.00	➡ Misc. activities	e.g. cookery, card making, arts, sports.
12.30 - 13.30	➡ LUNCH	Don't forget to sign in
14.00-18.00	➡ Trips / Activities	e.g. Thorpe Park, Cinema.
18.15 - 19.15	➡ SUPPER	Don't forget to sign in
19.00	➡ DVDs, own time	Spend some free time getting to know your friends.
21.00	➡ Sign in with Housemistress in your pjs	
From 21.00	➡ Lights out	Quiet - reading books, or listening to music.

### Days Out Allocation

#### **Form I and II**

To be discussed with Housemistress.

#### **Form III-LVI**

Each pupil is entitled to one Saturday or Sunday out either side of half term.

Saturday - Pupils can leave school at 12.15pm (or after school commitments).  
Form III are to return by 20.00.

Sunday - Pupils can leave school at 11.00 am. Form III are to return by 20.00.

In addition to a day out, the pupils are also entitled to one "Lunch" out per term, either on a Saturday or Sunday.

All requests for days/weekends out must be in writing to the Housemistress by the previous Wednesday.

You must ALWAYS remember to sign out and sign back in with your Housemistress. We ask you to do this so that we know who is in the building in case of an emergency, e.g. fire.

## DO'S AND DON'T'S

### *A Sense of Right and Wrong ...*

**O**ften girls say, "I didn't know that I had to do that!" To help you here is a list of do's and don't's. It is by no means exhaustive and if you come across any other 'little rules' along the way, please list them in the 'Notes' section at the back of your book. They can then be added to next year's booklet. Please help us to help others.

#### DO (☺)

#### DON'T (☹)

##### PERSONAL

Plan ahead.  
Remember to sign out if you leave school.  
Be organised.  
Be punctual for lessons and signing in.  
Hand in all personal medicines to Sister.  
Use your own initiative.  
Be caring and considerate.

Rely on others to do what you should do.  
Be afraid to ask for help.  
Forget to hand your homework in on time.  
Forget to have a shower every day.  
Be unkind to others.

##### WHEN WEARING SCHOOL UNIFORM

Tie your long hair back.  
Tuck your school shirt in.  
Make sure all your shirt buttons are done up.  
Make sure your skirt is done up.  
Make sure your tie is tied neatly.  
Make sure your clothes are clean and neat.

Wear clothes or tights with holes.  
Wear the backs down on your shoes.  
Wear jewellery.  
Roll up the waistband of your skirt.  
Wear makeup.  
Wear more than one earring in each ear lobe.  
Mix summer and winter uniforms.

##### WHEN IN THE DINING ROOM

Remember to sign in am & pm.  
Clear up your table.  
Mop up any spillages.

Forget to use a tray.  
Use your mobile.  
Shout or talk loudly.

##### AROUND THE SCHOOL

Wear footwear at all times.  
Hold doors open for fellow pupils & adults.  
Greet people with a 'good morning' or a 'hello'.  
Leave by the nearest exit if you hear the fire alarm.


Use the V Form Square.  
Use the Surgery stairs.  
Use the back stairs to the Dining Room.  
Run or shout in the corridors.  
Take food from the dining room.

##### DORMITORIES

Return borrowed items.  
Keep your area / room tidy.  
Read the notice boards.  
Remember your 'sheet-change day'.

Visit during the day without permission.  
Leave belongings lying around.  
Play your music too loudly.  
Talk after 'lights out'.  
Keep food in your room.  
Forget to make your bed every morning.

**HAVE FUN GETTING TO KNOW YOUR NEW FRIENDS.**



Mmm..... will I remember all of this??

**Counter Selection –  
your choice – choose  
carefully – eat a  
balanced diet - more  
information in ‘Sense  
of Security’ booklet ...**

BREAKFAST	BREAK	LUNCH	TEA	SUPPER
Fruit Juice ~ Cereal Selection ~ Natural Yoghurt ~ Yoghurts ~ Pineapple or Melon or Grapefruit ~ Bananas ~ Chipolata Sausages & Grilled Tomatoes or Poached Egg & Hash Browns or Scrambled Eggs & Mushrooms or Bacon & Tomatoes or Pastries /Croissants on Fri ~ Tea, Coffee Hot Chocolate	Squash ~ Biscuits	Chicken & Sweetcorn Pie or Mushroom & Leek Pie or Roast Chicken or Grilled Fish or Chilli con Carne & Savoury Rice ~ Jacket Potato & Fillings ~ Parsley Potatoes Carrots Peas ~ Cold Meat/Fish ~ Salad Bar ~ Baked Stuffed Apple & Custard ~ Fresh Fruit	Fruit ~ Cakes ~ Tea & Coffee ~ Hot Chocolate	Baguettes filled with Brie, Bacon, Eggs, or Grated Cheddar or Omelette, Fries & Caesar Salad or Hong Kong Noodles & Sweet & Sour or Paella, Baked Jacket Potatoes & Fillings or Pasta ~ Cold Meats ~ Fish ~ Salad Bar ~ Fruit Platter ~ Yoghurts



## A Sense of Nourishment ...

### Tuck From Home

You are permitted to bring a small quantity of sweets and non-perishable items back to school to eat at break times. This must be in a container no more than litre in size.



The Tuck Shop opens three times a week. Each year group is given a set allowance from their pocket money to spend each week on drinks, crisps, sweets or ice creams.



#### OPENING TIMES

WED - 16.30 - 17.30  
FRI - 16.30 - 17.30  
SUN - 16.30 - 17.30

All tuck must be stored in your locker in your common room - **please** remember to bring a suitable padlock to secure the locker. It is your responsibility to keep your locker clean and regularly clear out any unwanted foods.

You may not bring any food upstairs to the dormitory area either to store it or eat it. You may keep bottles of water in your bedroom.

## A Sense of Honour ...

### Awards

At the end of each term, in our Final Assembly, special awards are given out and are represented by the wearing of badges on your jumper.

**BOWS** are awarded to any girl who considers others before herself and exercises self control in her behaviour at all times:

#### Blue Bow



I, II & III

#### Green Bow



IV & V

#### White Bow



LVI & UVI



**BEARING BADGE** is awarded to girls in any year in recognition of a consistently high standard of behaviour at all times.



**THE LILY BADGE** is the highest honour a girl can receive and is awarded on Parents Day to girls in UVI Form who have consistently maintained a high standard of behaviour throughout their time at Heathfield and who hold a white bow

## SCHOOL HOUSES

### *A Sense of Participation ...*

*You will be allocated a House to belong to. A member of staff is Head of House and your personal Tutor is also a member of the House you are in. Two Lower VI in each House are nominated House Captains.*

*As a member of the House, it is your duty to gain as many House points as possible. These may be achieved in the following ways:*



**Merits** – awarded for exceptional school work, helpfulness, sports, keeping your bedroom tidy, or any other reason a teacher, or Housemistress, considers that you deserve a merit.

*When you have reached a certain amount of merits, you will be awarded with a certificate and a letter is sent to your parents telling them of your achievement.*

*The certificates are awarded in colour and signed by the following members of staff:*

Bronze and Silver	-	signed by Head of House.
Gold	-	signed by a member of the Senior Management Team.
Diamond and Platinum	-	signed by the Headmistress.

*Also, at the end of each term, the House Shield is awarded to the House with the most points.*

### *A Sense of Inspiration ...*

*Our House names were chosen by pupils from a shortlist drawn up of the most influential women in history that Heathfield girls most admired and were inspired by.*



#### AUSTEN HOUSE

Named after Jane Austen (1775 – 1817), the well-known novelist who wittily captured the life of women in the 19<sup>th</sup> century in her 6 novels.



#### SEACOLE

Named after Mary Seacole (1805 – 1881), a pioneering nurse and heroine of the Crimean War.



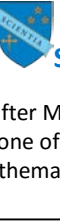
#### DE VALOIS

Named after Dame Ninette de Valois (1898 – 2001), who was responsible for almost single handedly transforming the status of British ballet.



#### SOMERVILLE

Named after Mary Somerville (1780 – 1872), one of the foremost female mathematicians in history.



## *A Sense of Spirituality ...*

*Our day begins with a short service in our School Chapel, Chapel of the Ascension. Morning services will be led either by Father Tim, or by teachers and pupils. Chapel services play an important role*



*in the life of our school. There will be an opportunity for you to be confirmed when you are in Form IV which will then enable you to take Holy Communion during a Eucharist service.*

*When you are sitting in the Chapel, have a look around you and at the pews. You will see the names of many 'old Heathfield girls' either on a plaque on the wall, or engraved into the pew.*

### *Birthday Posies*

*Every Wednesday in chapel, girls who have a birthday that week, will receive a birthday posy. If your birthday should fall in the holidays, you will either be presented with a posy before the holiday or on the first Wednesday chapel of the next term.*

*There are two prayers that you should try and learn off by heart:*

#### **The School Prayer**

O God, who art the giver of all light,  
Help us to walk this day as children of the light.  
Bless this our school with the brightness of thy  
presence.  
Help us to be honest, diligent and eager in all we  
have to do.  
Grant that we may learn in our work together to  
be kind and helpful to one another,  
Following in the footsteps of our Leader, thy Son,  
Jesus Christ our Lord. Amen

#### **The Birthday Prayer**

O Lord, our heavenly Father,  
who has created all mankind for thy glory,  
Accept the praises and thanksgivings of this thy  
child ..... on her Birthday,  
For all thy love and care bestowed upon her.  
Pardon all her faults and shortcomings;  
Give her grace to grow in the knowledge and love  
of thee,  
And grant her so faithfully to serve thee in this life,  
That she may attain to thy everlasting kingdom.

Through Jesus Christ our Lord. Amen

*One of our old school traditions is to hold White Chapel Services. These are held on important Feast Days in the Church calendar, for which you will wear your white dress.*

# MY NOTES

## A Sense of My Sense ...

Mmmm ..... what  
information have I  
learnt that I can pass  
on?

1
2
3
4
5
6
7
8
9
10

*A photo of a new  
friend you have made  
and reasons why you  
like her.*

*A photo of another  
new friend you have  
made and reasons  
why you like her.*

.....  
.....

.....  
.....

---

## TOP TIPS TO HELP YOU FEEL AT HOME AT HEATHFIELD

- ✈ *Bring things to decorate your area / room to make it more homely.*
- ✈ *Don't forget to bring your iPod / music player with your favourite music.*
- ✈ *Others remember what it's like to be new - don't be afraid to speak to them.*
- ✈ *Treat others as you would like to be treated yourself.*
- ✈ *Pick flowers, not fights ... well, not literally!*
- ✈ *Keep in contact with old friends, but don't dwell on the past .... live for the day - 'Carpe Diem'.*
- ✈ *Keep a diary to let out your emotions.*
- ✈ *Balance work and play - you need to let your hair down sometimes, as well as get the grades.*
- ✈ *Try not to feel too anxious - others will have similar concerns.*
- ✈ *Find a sport to enjoy that will help release any frustration or anxiety you may have.*
- ✈ *If you are not sure of anything, ask for help.*
- ✈ *Make an effort to get to know everyone.*
- ✈ *Always be yourself - don't change for the benefit of others.*
- ✈ *Look after your belongings, as well as those of others.*
- ✈ *Make sure you are surrounded by friends who make you laugh until you cry.*
- ✈ *FINALLY, enjoy yourself and have fun getting to know new friends.*