



**D'OVERBROECK'S
OXFORD**

A NORD ANGLIA EDUCATION SCHOOL

Welcome to Westway 2025-2026



WELCOME TO WESTWAY HOUSE

Westway is unique amongst d'Overbroeck's boarding houses. Our boarders benefit from individual studio rooms in a modern building, located just outside the city. Whilst we are situated away from the main school teaching sites, coaches to and from the school are provided twice a day, every day and students are provided with a bus pass so they can also get public transport. Our boarders have the privilege of being able to cook in their own rooms and enjoy time with friends and staff in our common rooms. All in all, Westway is an ideal environment for those looking to improve their independent living skills in preparation for university and life after school.

We have a great team of boarding staff including Jack, Nora, Keri, Josh and Abigail to ensure you are healthy, happy and making the most of your time at d'Overbroeck's

This booklet and the accompanying Sixth Form Boarding Handbook is a comprehensive introduction to life and living at Westway, but if there are any further questions or queries, do feel free to contact us.

We are so looking forward to welcoming you all to the Westway family.

Contacts

WESTWAY HOUSE

5 West Way Square

Botley

Oxford

OX2 9TD

Mobile: +44 (0)7990 076289

Senior Boarding Assistant: Jack Martin-Harley

Email: jack.martin-harley@doverbroecks.com

Boarding Assistant: Nora Imets

Email: nora.imets@doverbroecks.com

Day Matron: Keri Fulford

Email: Keri.fulford@doverbroecks.com

Head of Boarding: Hannah Mungall

Email: hannah.mungall@doverbroecks.com

Telephone: +44 (0)1865 688663

Mobile: +44 (0)7570 683822

Assistant Head of Boarding: Emma Jenkins

Email: emma.jenkins@doverbroecks.com

Telephone: +44 (0)1865 688663

333 Main reception and Sixth Form Office:

Email: sixthformoffice@doverbroecks.com

Telephone: +44 (0)1865 688600

School nurses: Freya Paterson & Sinead Hughes

Email: medical@doverbroecks.com

Emergencies

In an emergency, you should call the boarding house telephone or mobile number.

If you can't make contact on either of these numbers and you have an emergency situation out of school hours and you need to speak to a senior member of staff, you can call the **boarding emergency number - 07990 076248**.

Daily routine

We take the responsibility of looking after our boarders very seriously and your safety is always our primary concern. This is why daily routines and making sure we know that you are safe is really important.

MONDAY - FRIDAY

Lessons at d'Overbroeck's start at 8.35am. Students are expected to get themselves up in the mornings with plenty of time to arrive punctually. We have a school bus that picks up opposite Westway at 7.30am.

Mornings

Students are expected to leave the boarding house no later than 8.15am. If students have a lesson in Period 1 they must leave and register between 7.15 & 7.25am with a member of staff.

Year 13 students who do not have a Period 1 lesson must be in school by the start of Period 2, meaning they must have registered and left the boarding house by no later than 9am. These students will need to get public transport into school.

Please be aware that if you are late for registration, you will incur sanctions.

In order to allow for cleaning and daily maintenance work, we ask that once you have left the house in the morning, you do not return before 12pm.

If you want to return to the House after 12pm, you are welcome to do so. Please remember to sign in on arrival and sign out again when you leave.

Meals

All served in the dining hall at 333:

Breakfast 8am - 8.30am

Dinner 5.15pm - 5.45pm

Study sessions

Another house registration is held in the boarding house between 6.45-7pm, Monday - Thursday. Study sessions take place after evening registration Monday – Thursday for two hours and can be done in communal areas or in student bedrooms. All students are expected to attend study sessions. There is no study session on Friday.

You must have authorisation from your Director of Studies to miss a study session and this should be for a legitimate reason (such as a school activity or club). The House staff will carry out random room checks every night during this time to ensure that you are studying effectively.

House meetings

We will have regular house meetings to share important information and celebrate birthdays at 7pm during the week.

Friday evening registration

Students must register with house staff on a Friday between 5-7pm. We must see you face to face.

House duties

There is a list of house duties to do each evening – these are things like tidying the common room, clearing the kitchen, putting away plates etc. You will take turns to do the duties on a rota basis and they are completed just before bedtime. If you are on house duties, you need to start them at 9.45pm when the common rooms and kitchens close for the day.

Curfew

From Sunday - Thursday inclusive, students must be in the House by 10pm and cannot go out again. On Friday and Saturday, this curfew is extended to 11pm. The common rooms are closed 15 minutes before final curfew so students can carry out their duties as per the rota. At this time, all other students must be out the communal areas. Then at final curfew, all students must be in their rooms and the house should be quiet.

SATURDAY - SUNDAY

Morning registration is between 11am – 1 pm.

If you have an early morning commitment, you must return to the house to register in person by 12pm. We must see you face to face.

Meals

All served in the Dining Hall at 333

Brunch – 11.00am - 11.30am

Dinner – 5.15pm - 5.45pm

You can sign in and out of the house on the weekends as you please.

Evening registration is between 6pm – 7pm. This can be done via Teams.

Please be aware that if you are late for any registrations, you will incur sanctions (see sanctions section of the Sixth Form Boarding Handbook).

Curfew

On Friday and Saturday, curfew is extended to 11pm. The same rules apply as during the week, only 1 hour later.

House duties

These are started at 10.45pm on Fridays and Saturdays.

For your safety you must sign out every time you leave the house and sign in again on your return. You will be given the house duty telephone number - please make sure you have this with you at all times in case of any emergencies.



General information

Arriving at Westway

The West Way Square public car park offers free parking for two hours for visitors and drop-offs. Students must not bring a car to Oxford whilst they are staying in one of our boarding houses.

Door access & Salto cards

A key card system is used giving access rights tailored to each student. Students will be given a key or card which accesses their boarding house, their bedroom, and school, so it is very important that you do not leave it behind or lose it. These should never be lent to anyone and if lost, students should tell their Head of House as soon as possible, and will be charged £10 for each replacement. Cards should be returned to the Head of House before leaving the boarding house for half terms and holidays.

Oxford and the local area

Getting to school

There is a school bus to bring you into school every day for breakfast. This picks up at the bus stop opposite Westway at 7.30am.

Getting around

You will be given a bus pass when you arrive at Westway. You can use this to travel to and from school, and also to go to places such as Summertown in your free time.

There is a good bus service to get you to the city centre and bus stops near the house.

Buses from Botley to Oxford City Centre: S1, S9, 4A, U1

Oxford City Centre to the Sixth Form (333 Banbury Road): 2, 2A, S5

We also recommend walking – Oxford is a beautiful city, so make the most of it and get some fresh air!

There are also a number of taxi companies. We recommend **001 Taxis**, who you can contact on 01865 240000. Should you have any further questions or queries, feel free to speak to a staff member.

Safety outside the boarding house

Oxford is a very safe city and it is small enough for new residents to find their way around easily. If you have a bicycle there are dedicated bike lanes on most busy roads to make sure everyone is safe. It is nonetheless always important to be aware of your personal safety at all times. If you are on your bicycle, remember to wear a helmet. If you are on foot or on the bus, go out in pairs as much as possible and if you are out after the hours of darkness, make sure you stay on the well-lit main roads. If you ever experience any situations that make you feel uncomfortable, talk to a member of staff as soon as possible. Our priority is your safety and wellbeing.