

St. Elphin's

GOVERNING BODY



Visitor:	Her Grace the Duchess of Devonshire
Patrons:	The Bishops of Blackburn, Chester, Derby, Liverpool and Manchester
Trustees:	The Rev. Canon J. C. Longbottom, M.B.E. L. A. Hopkins, Esq., M.A. J. S. Thornton, Esq.
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Vice-Chairman of Governors:	L. A. Hopkins, Esq., M.A.
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Treasurer:	D. E. C. Callow, Esq., M.A. 3, Winwick Street, Warrington, Cheshire

St. Elphin's

GENERAL INFORMATION



Clothes

The School uniform, which is worn during weekdays by all girls with the exception of infants and those in the sixth form, consists of a blue/green tartan kilt with a blue blouse and tie. Boarders may wear casual clothes after School hours. The School outfitters are Lady Fair, Matlock. A clothing exchange shop is organised within the School and we are always pleased to offer help as necessary.

Travel arrangements

Escorts are provided for girls travelling by coach to and from Derby station at the beginning and end of term and at half term, with a member of staff accompanying girls on the London train to St. Pancras. Parents or guardians are responsible for girls' travel arrangements after that point.

Exeats

At half term the School is closed and all girls go home or to their guardians. In addition there are normally certain exeat weekends when boarders may sleep away from the School. Boarders may also take two "teavisits" each term on a Saturday or Sunday, being out from mid-morning until 8.30 p.m. Girls in the Sixth Form are allowed two extra optional exeats each term.

Admission

The Headmaster is always pleased to meet parents and their daughters, arrange for them to see round the School and answer any queries they may have.

There is no entrance examination for those joining the pre-school and infants' department. Admission at the age of 8 plus to 10 plus is by means of the Junior Entrance Examination. Girls entering between 11 plus and 13 plus sit either the scholarship examinations, the Common Entrance Examination or the School's own admission examination. Those joining for the two year G.C.S.E. course sit the School's own entrance examination. Admission to the Sixth Form is dependent upon the results obtained at the G.C.S.E. examination, a report from the girl's previous school and an interview with the Headmaster.

Health

The health of the girls is in the overall charge of the qualified resident nursing sister and the housemistress. The School doctor holds a surgery at School twice a week or whenever required. In the case of an accident or serious illness where emergency treatment is required, every effort will be made to obtain parental approval prior to treatment. However, should this not be possible, the Headmaster or his nominee acting in loco parentis will give consent for such treatment (including anaesthetic or operation) as may be recommended by a doctor.

Friends of St. Elphin's

"The Friends" is an association of parents both current and past, old girls, staff and governors, which helps and supports the School in many ways. Details of the Friends' activities and fund raising events are forwarded to parents from time to time.

St. Elphin's

SCHOLARSHIPS AND EXHIBITIONS



Junior School Entrance Awards

External candidates only

Three Awards

Half Junior School Fees

Three Awards

One-Quarter Junior School Fees

These Awards are restricted to girls over 7 but under 9 years of age by 1st September of the year in which they enter the Junior School. Such Awards are tenable in the Junior School. Subject to the candidates' progress being satisfactory, the awards will be continued in the Senior School at the proportionate value of the Junior School fees. Holders of these awards may of course enter for the Senior School scholarships at 11+. No candidate may hold two awards at any one time. In the event of her gaining a more valuable award, this will replace the one held in the Junior School.

Senior School Entrance Awards

External candidates only

Two Major Scholarships

Full Fees

External or internal candidates

Two Scholarships

Half Fees

One Scholarship

One-Quarter Fees

Two Exhibitions

At least £500 p.a.

Music Scholarship

Half Fees, plus free tuition in two musical instruments.

All these awards, tenable up to and including Sixth Form level, are available to candidates over 10 years of age and under 14 on the 1st September annually following the Scholarship examination, which takes place in January/February.

Sixth Form Awards

External or internal candidates

Two Scholarships

Half Fees

One Scholarship

One-Quarter Fees

Two Exhibitions

At least £500 p.a.

For external candidates, these will be awarded on the basis of a report from the candidate's present school, an interview at St. Elphin's, and the result of the G.C.S.E. examinations.

Other Information

Certain of the awards are restricted to daughters of clergymen of the Church of England.

If candidates of sufficient merit do not appear, not all the awards will be granted.

It is hoped that candidates joining the school as scholars will remain at St. Elphin's for Sixth Form education.

The School reserves the right to remove an award from any candidate whose academic progress is deemed unsatisfactory as she moves through the school.

Further particulars and entry forms are available from the Headmaster.

Entry should be made at least three weeks before the examination.

St. Elphin's

STAFF



Headmaster: A. P. C. Pollard,
B.A. (Liverpool), Cert. Ed. (Cantab)
English

Deputy Head: Miss J. M. Crook
B.Sc., P.G.C.E. (Nottingham)
Biology and Careers

Teaching Staff: Mrs. A. M. Banks
B.A. (Manchester), P.G.C.E. (Coventry),
French
Miss E. M. Bower,
Teaching Cert. (Gloucester),
Domestic Science and Careers
Mrs. J. S. Brook,
B.A. (Univ. Col. of N. Wales), Cert. Ed.
(Nottingham),
English
The Rev. J. G. Burgess,
B.A. (London), Dip. Theology (Oxon),
Religious Studies and History
Miss H. J. Cawood,
Art Teachers' Certificate
Art and Craft
Mrs. T. L. Coombs,
A.G.S.M., Cert. Ed. (London),
Speech and Drama
Mrs. J. A. Corfield,
B.Sc., P.G.C.E. (London),
Mathematics
Mrs. R. E. Cuff,
Teachers' Certificate, (Nottingham),
Infants
Mrs. H. Ecclestone,
(Tuebingen Univ.),
German
Mr. D. G. Farrer,
B.Sc., P.G.C.E. (Manchester),
Physics
Mrs. M. A. Fearn,
Dip. P.E. (Bishop Lonsdale),
Physical Education
Mrs. V. A. Hodgson,
B.A., Dip. Ed. (Hull),
English
Mrs. M. E. Johnson,
G.R.S.M., A.R.M.C.M., A.Mus.T.C.L., P.G.C.E.
(Manchester),
Music
Mrs. G. S. Leach,
Teachers' Certificate (Matlock), Special Dip.
Speech,
English, Art and Craft
Mrs. G. Martin,
B.A. (London), P.G.C.E. (York),
French and German
Mrs. R. A. Mayall,
Needlework

House Mistresses: Miss Elvin
Miss Jarvis
Miss Morley
Mrs. Outram
Mrs. Phillipot
Miss Wilson

Chaplain: The Rev. C. Symes
B.A., M.A. (Birmingham)

Bursar: Colonel K. Hobbs

School Doctor: Dr. P. S. Lingard
M.B., Ch.B., M.R.C.G.P., D.R.C.O.G.

Mr. B. T. Middleton,
M.Sc. (Sheffield), B.A. (Open University), B.Ed.
(Nottingham), I.R.N. Certificate,
Chemistry
Mrs. P. A. Miles,
B.A. (Reading), P.G.C.E. (Cantab),
Classics
Mrs. P. K. Outram,
B.A. (Reading), P.G.C.E. (Leeds),
French and Careers
Mrs. S. J. Parkes,
B.Sc., P.G.C.E. (Exeter),
Mathematics
Mrs. D. I. Pearce,
B.A., Dip. Ed. (Sheffield),
Classics
Mr. R. E. Pearce,
B.A. (Sheffield),
Economics
Mr. S. R. Pilkington,
G.R.S.M., A.R.M.C.M., L.R.A.M., A.R.C.O.,
Director of Music
Mrs. M. Shields,
B.A. (Open University), P.G.Dip. Library Studies,
Dip. Speech & Drama,
English and Librarian
Miss P. J. Simpson,
M.A. (Cantab), P.G.C.E. (London),
Biology
Miss F. L. M. Smith,
B.A. (Sheffield), P.G.C.E. (Durham),
History and Junior Dept.
Mrs. J. R. Taylor,
B.Ed., Cert. Ed., (London),
Geography
Mrs. E. Wass,
B.A., Dip. Ed., (Sheffield),
Mathematics
Mr. G. N. Williams,
B.A. (Essex), P.G.C.E. (London),
Mathematics
Miss L. L. Williams,
Dip. P.E. (Matlock),
Physical Education
Mrs. S. Willies,
B.A. (Open University), Teachers' Cert.,
Head of Junior Dept.
Mrs. T. Woodfine,
B.Ed. (Nottingham),
Computing

Administration: Sanatorium Sister:
Mrs. R. Manohar, S.R.N.
Headmaster's Secretary:
Mrs. M. Hunter
School Secretary:
Mrs. M. E. Walker
Assistant Bursar:
Mrs. W. M. Renshaw
Laboratory Assistant:
Mrs. K. Barrett

St. Elphin's

FEES



General

School fees are normally due for settlement on or before the first day of the term for which they are due, except for optional subjects and any extras for which accounts are rendered retrospectively. However, a subsequent paragraph outlines alternative methods for settlement of school fees.

A registration fee of £15 shall be forwarded with the entry form. This fee is non-returnable.

Upon acceptance, a confirmation of entry fee of £150 should be paid. This fee will be deducted from the first fee account.

In the case of a girl whose parents or guardians are overseas, a deposit of £1,000 will be required one month before she enters the School. This sum will be available to use on her behalf in case of an emergency, in which case we would of course ask for it to be replaced as soon as possible. The deposit would be used to meet her final account, after which any balance will be returned.

Boarders and Weekly Boarders

Senior:	£1,499 per term
Junior:	£1,346 per term

Day girls

Senior:	£831 per term
Junior:	£678 per term
Infants:	
Full-time education:	£200 per term
Mornings only:	£175 per term

A small reduction in fees is made for third and subsequent daughters.

Optional Subjects*

Tennis coaching (in addition to that already given within the curriculum)	£6.00 per lesson
Pianoforte Violin and Violoncello Organ Wind Instruments	} £52 per term
Elocution, Speech and Drama or Solo Singing	
	£52 per term individual tuition
	£28 per term per pupil shared group (2 girls)
	£20 per term per pupil group lesson (3 or more girls)

Meals for Day Girls are charged as follows:

Lunch	£0.65 per meal
Tea	£0.22 per meal
Bed and Breakfast	£4.65 per night

* If any change is desired, one term's notice in writing to the Headmaster must be given.

Horse riding, Ballet, Golf and Driving lessons can also be arranged and will be charged as incurred.

Notice of Withdrawal

A term's notice of withdrawal of a pupil is required to be given in writing to the Headmaster no later than the first day of term, otherwise full fees for the ensuing term are payable.

Settlement of School Fees

1. School fees are normally due for settlement in full on or before the first day of term.
2. Alternatively:-
 - (i) Payment of basic fees may be made by standing order, whereby at the commencement of the academic year (September) an estimate is made of the year's total fees to which amount 2.5% (APR 4-24%) is added to cover administration and loss of interest to the school. One tenth of this total amount is payable by monthly bankers order for nine months leaving a final payment to be made for the balance of the year's fees at the end of May.
 - (ii) Payment for sundries including extra tuition must be made termly on receipt of the account.
3. National Westminster Bank PLC (the School's bankers) operate a Schools Fees Loan Plan. Parents will find that other banks and some insurance companies operate similar schemes.
4. Advice can also be given by the Bursar in connection with covenant schemes which can have income tax advantages to taxpayers.

The Bursar will be pleased to supply further details.

St. Elphin's

ENTRY FORM



FULL NAME OF PARENT

PROFESSION OR OCCUPATION

ADDRESS

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.....

TELEPHONE NUMBER

FULL NAME OF GUARDIAN*

If applicable * Parents residing abroad must nominate a guardian who resides in the United Kingdom.

ADDRESS

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.....

TELEPHONE NUMBER

FULL NAME OF PUPIL

Please underline the name your daughter prefers to be called.

DAY GIRL OR BOARDER Please delete as applicable.

DATE OF BIRTH

RELIGION

PREVIOUS SCHOOLING

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PROPOSED TERM OF ADMISSION

DECLARATION TO BE SIGNED BY PARENT OR GUARDIAN

I enclose the entry form for my daughter to be admitted to St. Elphin's School, together with the registration fee of £15.

I accept the terms and conditions as set out in the prospectus and undertake to conform to the regulations of the School which may be amended from time to time. I agree to give one term's notice of withdrawal in writing to the Headmaster or in default to pay one term's fee. I acknowledge that the Governors and Headmaster reserve the right to refuse admission to or require the withdrawal of a pupil at their discretion.

Date Signed

Return to: The Headmaster,
St. Elphin's School,
Darley Dale,
Matlock,
Derbyshire DE4 2HA
Tel. Matlock 732687