

**Queen Elizabeth II
High School**



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Information Booklet 2024



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Queen Elizabeth II High School
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Isle of Man
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Dear Parents/Carers,

On behalf of all the staff at Queen Elizabeth II High School I would like to extend a very warm welcome to you and your child. It has been a pleasure to meet many Year 6 students and families at events earlier in the year, such as the Transition Days and the Open Evening.

We hope that you find the enclosed information useful in preparing for the start of the academic year.

When your child joins Queen Elizabeth II High School, we will provide a dynamic, challenging and engaging learning environment to allow the learning of a wide range of skills and knowledge. We know that with excellent teaching, a supportive curricular structure and high quality pastoral care, your child can develop emotionally, socially and academically so that they can continue to thrive and lead a balanced life beyond school, as adults, capable of contributing positively to their community.

We aim to ensure that our students are happy, ambitious and confident. We recognise the importance of developing a positive home-school partnership in supporting children to achieve well and to enjoy their education. The most important thing that you can give your child and the school is your support.

Students are placed in a tutor group led by a dedicated member of staff who will usually then be the key member of staff through their education for the next five years. Every tutor is keen to ensure that their students settle and are happy in their new environment. The tutor will be the first port of call for any concerns that students or parents/carers have.

Students are at the heart of all decisions made at QEII High School and we encourage them to '*strive to do their utmost*', as our school motto suggests and to face challenges within and outside of school with courage, aspiration, respect and endeavour. These are referred to as our CARE values.

We look forward to a long, happy and successful partnership with you and your child.

Yours faithfully

Mrs C Clarke
Headteacher

Term Dates 2024 – 2025

Autumn Term

Open to Students	Wednesday 4 th September 2024
Half Term	Monday 28 th October - Friday 1 st November 2024
Close	Friday 20 th December 2024

Spring Term

Open to Students	Monday 6 th January 2025
Half Term	Monday 17 th February - Friday 21 st February 2025
Close	Friday 4 th April 2025

Summer Term

Open to Students	Tuesday 22 nd April 2025
Bank Holiday	Monday 5 th May 2025
Bank Holiday	Monday 26 th May 2025
Inservice Day <u>Closed to Students</u>	Friday 30 th May 2025
Half Term	Monday 2 nd June – Friday 6 th June 2025
Tynwald Day	Monday 7 th July 2025
Close	Friday 18 th July 2025

The School Day & House System

Students will be allowed to enter School on arrival and will report to their Year Area. It must be clearly understood that this is a privilege and it will be withdrawn if it is abused by misbehaviour.

8.45am – 9.05am	Tutor/Assembly Session
9.05am – 9.55am	Period 1
9.55am – 10.45am	Period 2
10.45am – 11.05am	Break
11.05am – 11.55am	Period 3
11.55am – 12.45pm	Period 4
12.45pm – 1.35pm	Lunch (Clubs 12.45-1.10pm)
1.35pm – 2.25pm	Period 5
2.25pm – 3.15pm	Period 6 / End of School Day
3.15pm – 4.15pm	<i>Enrichment Clubs</i>

ASSEMBLY

All students meet for assembly one or two times a week. This may contain a non-denominational religious element to promote spiritual, moral, social and cultural development. If parents have a religious reason for wishing to withdraw their child from this part of the assembly, they should contact the School in writing.

HOUSES

- **Shirragh (Red)**
- **Threshlyn(Blue)**
- **Foillan (Yellow)**
- **Caaig (Green)**

The Houses will take part in competitions over a range of activities. This gives students an opportunity to represent his or her House in a team or other group.

Lunchtime & Break

MEAL OPTIONS

The School operates the cafeteria in the School's dining room using a cashless system. Students are issued with a lunch card which can be loaded with funds using ParentPay (an online system) or by using the Cash Loaders in the Entrance Hall. It is possible to get an excellent meal at a very reasonable cost indeed and we would be grateful if parents would impress upon their children the wisdom of rationing their dinner allowance so that it lasts the whole week. Packed lunches may be brought to School but they must be eaten in the dining room. A rota system operates to minimise queuing for meals and to manage the numbers in the dining room.

Students in Years 7 - 9 will normally stay in School for lunch unless parents make a special agreement with the School. Older students may be issued with a lunch pass, with parental agreement. In all cases, where students are off site at lunchtime, they are the responsibility of the parents not the School. Students going home for lunch are expected to spend the whole lunchtime out of school and supervised by an adult. They must return by 1.30pm.

EXTRA CURRICULAR ACTIVITIES

All students are encouraged to join one of the many lunchtime clubs, details of which will be published in the first few weeks of the new academic year. There is also a wide variety of activities taking place after school hours. In these cases we expect the students will inform their parent of late arrival home.

THE LIBRARY

The Library is a multi-media centre with a wide variety of books, study aids and photocopiable resources. Students are taught and actively encouraged to use its facilities for loan, private reading, research and study. It offers access to computers, printing, and the internet. Open at pre-arranged times throughout the day, including before and after school. The Library is available to all members of the School community, a number of whom enjoy participating in its day to day running.

Curriculum & Equipment

THE CURRICULUM

Each student will receive a timetable recording the subject, teacher and room for each period of each day. Each child will be placed in a specific set according to their ability or in a mixed ability group depending on departmental policy.

A curriculum map will be published on our website, early in each academic year. This outlines the content and assessments for each of the subjects taught in that year group.

BASIC EQUIPMENT

Each student should have:

- a pen
- a pencil
- a ruler
- a pencil sharpener
- an eraser
- specialised equipment will also be required, for example mathematical instruments, (e.g. scientific calculator), coloured pencils or felts etc.
- students are recommended to have a pocket English Dictionary
- it is very important that students have a suitable bag in which to carry books and kit

STUDENT PLANNER

Each student will be provided with a school planner in which daily homework will be entered. The school planner can provide a valuable link between School and home, but it does require each student to use it properly.

Students should carry their planners to all lessons and take them home each day. The planners are quite expensive and if lost will have to be paid for. Parents and Form Tutors are expected to sign the planner each week.

VALUABLES & MOBILE PHONES

The School does not take responsibility for any valuable items which students choose to bring to School. Mobile phones and other devices which have Wi-Fi capability may be used only before and after the school day. They should not be visible in school from 08:45 until 15:15 unless specifically under the direction of a teacher.

The School will confiscate items which are misused. All students must abide by the Acceptable Use Policy which is issued in September and can be found on our website.

School Uniform

A high standard of personal appearance is expected of all students at Queen Elizabeth II High School. Any student arriving at school in non-uniform clothing will either be provided with uniform, if it is available, or a parent/carer may be asked to bring the correct items to school.

Hair colour, style and make-up must be appropriate for school. Hair colour should be a natural colour. E.g. black, brown, blonde.

Acrylic / false nails and nail varnish are not permitted.

All students

Years 7 – 11

- Plain white shirt – short or long sleeves
- School tie
- Grey or black smart trousers (single colour) no jeans, lycra trousers, leggings or flared trousers
- Grey or black practical style school skirt, no shorter than 2 inches above the knee – (no bodycon/lycra skirts)
- Grey or black smart tailored shorts, no shorter than 2 inches above the knee;
- The QEII school jumper and/or QEII blazer
- Black tights of at least 40 denier when wearing a skirt
- Single colour socks (grey or black) with trousers
- Black or dark brown shoes (single colour with matching laces) – must be suitably safe for school. Shoes should be capable of being polished, i.e. not canvas
- Trainers and shoes with a logo are not to be worn
- An appropriate belt if required (plain black or grey)

Workshop aprons should be worn for Design and Technology lessons (these will be provided by the school)

Jewellery:

For safety and security reasons the school would advise that jewellery should not be worn at all, however in the event that a student chooses to wear jewellery, it should be restricted to:

- One pair of plain *ear* sleepers or studs;
- A plain ring that can be worn on one hand;

No facial piercings are allowed and your child will either be asked to remove them or temporarily covered with tape until they can be.

All uniform items should have the owner's name marked on them. The school cannot take responsibility for any lost items.

The uniform listed is what is allowed and it can be assumed that variations from the above will *not* be allowed.

Physical Education Kit

INDOOR:	Maroon polo shirt with the School emblem Black shorts or black sport leggings with no visible logo White sports socks
OUTDOOR:	Maroon t-shirt/polo shirt or rugby style top with the School emblem Black shorts or black sport leggings with no visible logo Maroon and white long socks
OPTIONAL ITEMS:	School emblem sweatshirt Plain black thermals (leg and arm skins) can also be worn under correct School kit Plain black jumper with no logo

FIXTURES:

RUGBY	All rugby fixtures require students to wear full outdoor games kit with boots. For rugby, students need to wear a gumshield.
CRICKET	PE or Games kit is acceptable for cricket. Students may wish to play in plain black tracksuit bottoms, particularly in fixtures. For fixtures, students should wear either box shorts or a second pair of under shorts/pants to enable a box to be held in place. School can provide box shorts to go over underwear if required.
NETBALL & ROUNDERS	For netball and rounders fixtures require students to wear full outdoor games kit and trainers. A school team kit will be provided where possible.
FOOTBALL	All football fixtures require students to wear full outdoor games kit, which includes: black shorts, maroon and white long socks and shin pads. Trainers may be required for certain fixtures on astroturf but boots with studs should be brought also. A school team kit will be provided where possible.
HOCKEY	All hockey fixtures require students to wear full outdoor games kit, which includes: black shorts, maroon and white long socks and shin pads. Students must wear a gum shield. A hockey stick, astro boots/hockey shoes are optional. A school team kit will be provided where possible.

FOOTWEAR

Trainers – with non-marking soles
Football boots (compulsory for safety in football/rugby)
Astro turf trainers (optional but preferable when on the astro turf)

ADDITIONAL ITEMS

Shin pads (compulsory for all students in football and hockey)
Mouth guard (compulsory for hockey and rugby)
Black/maroon base layer (optional)

The QEII branded items that are optional, include: black shorts, maroon and white long socks, black jogging pants, fleece and sweatshirts.

DANCE KIT

Maroon polo shirt with the school emblem
Black shorts or black leggings/joggers
Trainers

VALUABLES

On P.E./Games days, it is strongly recommended that all students leave jewellery and possessions at home or in their locker. Valuables and money must not be left in the changing rooms during P.E./Games lessons.

CHANGING ROOMS

Students should put all of their uniform in their bags and on the pegs whilst in PE and games in order to reduce students losing items. Students should avoid using **JD string bags** as their PE bag due to large amounts of people having the same and taking the wrong kit. Kit should be **named**.

PLEASE NAME ALL P.E./GAMES KIT CLEARLY

HOUSE COLOURS

Caaig
Foillan
Shirragh
Threshlyn

Green
Yellow
Red
Blue

INCORRECT / MISSING PE

Students who fail to bring the correct PE/Dance kit will, in the first instance, be given a reminder in their planner; on the second occasion they will be given a break time detention and another reminder sent home; on the third occasion the student will be given a subject detention at lunchtime. This process will run over a half term cycle and will start again for all students at the start of each half term.

If any student has difficulty with kit or it cannot be provided for them that week, bringing in incorrect kit with a note explaining the issue is fine and will not be classed as an incorrect kit. If a student requires spare kit this can also be provided. All spare kit is clean when handed to students at the school and is washed by PE staff after it is used.

MEDICAL ABSENCE IN PE

Students are expected to bring PE/Dance kit to every lesson. If a student is unfit to participate in a PE/Dance lesson, they are still expected to bring and change into PE/Dance kit. However, a note from their parent/carer will allow them to participate in an appropriate role, such as; coach, scorer, umpire/referee, choreographer or peer evaluator. Students failing to bring a note will be expected to participate fully in a lesson. The only occasions on which students will be excused participation in lessons are situations where movement is heavily restricted such as a student in plaster with a broken limb. In this instance students will usually remain inside with a PE related task, although they should bring some warm clothing as they may be required to be outside for the lesson.

If a student is injured and cannot participate for longer than three weeks they should seek medical advice and bring in a note from that medical professional. For serious long term injuries parents are expected to seek medical advice before returning to practical physical education activities at school.

Any student who is excused from physical education for medical reasons should not be participating in physical activities during break or lunchtime as this could prolong, or make the injury worse.

Students' medical notes will be retained, scanned and attached to the student's register notes. Physical notes will all be disposed of securely once this has been done.

QEII High School Association

QEII High School Association plays a vital role in raising money for additional school resources and equipment. Through money raised at quizzes, musical evenings, Christmas Fayres, and so on, funds have been available to buy many additional items that wouldn't otherwise be possible. Below are just a few examples:

- Water drinking fountain
- Library books
- Basketball kits
- Vouchers for Prize Giving
- Licence for Linguascope
- Lighting and audio equipment
- Microscopes for Science Department
- Subscriptions for MyMaths/Unifrog
- Weather Station for Geography Department
- Sports Awards Trophies
- ScanPens
- Stage-in-a-Box for Performing Arts
- Maths Graphic Calculators
- Duke of Edinburgh's Award equipment
- Boomwhackers (percussion instruments)
- Leavers Prizes
- Funding for Accelerated Reading Programme

QEII High School Association has registered Queen Elizabeth II High School with 'easy fundraising' <http://www.easyfundraising.org.uk>. Parents, friends and staff can register with the website and shop online via this portal. You can access all your favourite online stores and by doing this a percentage of the cost of the items you buy is donated back to the School. This can be anywhere up to 15% depending on the retailer and the product purchased. It really is very simple..... you shop online as normal but support our students and School at the same time!

They have also registered Queen Elizabeth II High School with 'easy search'. This is a search engine which allows you to raise funds for the School, simply by surfing the Web. By making just 10 searches a day with easysearch, instead of Google or any other search engine, you should generate over £20 per year for our School. Easysearch is completely free to use, so this is a great way to support the School - just by searching the Web as you already do <http://www.easysearch.org.uk/>.

Follow QEII High School Association on their Facebook page for information about fundraising events – <https://www.facebook.com/QEIIPeel>

School Website & Social Media

You will find a lot of useful information on our **school website**. Please take time to visit us on the link below –

<https://qe2.sch.im/>

Alternatively, use your phone to scan the following QR code –



You can also now follow us on **Facebook** at the link below –

www.facebook.com/QE2IOM



Both the website and Facebook are updated regularly with important information. This will include information regarding Parents' Evenings; when school reports are given to students to take home; school notices which are read out during registration each morning, plus much more.

Please ensure that you visit these sites as they may have important information which is relevant to your child.

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QEII High School Association has registered the school with **Easy Fundraising** and **Easy Search**.

Easy Fundraising – www.easyfundraising.org.uk/causes/qe2hs

This is a shopping directory listing some of your favourite online stores. Just use the links on the easy fundraising site whenever you shop online and, at no extra cost to you, the school will receive a donation of up to 15% from every purchase you make. It really is that simple!

It is completely FREE to register and you won't pay a penny more for your shopping when you use the easy fundraising site. In fact you can even SAVE MONEY as many retailers offer discounts, special offers and even 'e-vouchers' exclusive to easy fundraising. If you shop online anyway, then why not raise valuable extra funds for our school by using this fantastic scheme!

Easy Search - <http://qe2hs.easysearch.org.uk/>

This is a search engine which allows you to raise funds for the School simply by surfing the web. By making just ten searches per day with easy search, instead of Google or any other search engine, you could generate over £20 per year for our School.

Please use these sites and help raise funds for our school.....every penny counts!

QEII High School Association also has their own Facebook page –
<https://www.facebook.com/QEIIPeel>

ParentPay

At Queen Elizabeth II High School all students are issued with lunch cards to purchase food from our canteen. Money can be credited to these cards using the cash loader machines in the Entrance Hall of the school or by signing up to ParentPay. ParentPay is an online payment service allowing you to add money to lunch cards at home, work, or elsewhere, at any time and purchase school ties, calculators, geometry sets and replacement lunch cards.

There are two cash loader machines in the school Entrance Hall, so you will be able to put money on your child's card using the cash loaders if you prefer, as well as, or instead of using ParentPay.

What does ParentPay do?

- Enables you to pay for school meals
- Enables you to purchase school ties, calculators, geometry sets and replacement lunch cards
- Offers a highly secure payment site
- Gives you a history of all the payments you have made
- Allows the merging of accounts if you have more than one child at school
- Emails a receipt of your payment to the email address you register
- Allows you to see what your child has eaten

How does ParentPay help you?

- Gives you the freedom to make payments to school whenever and wherever you like
- Stops you having to search for cash to send to school
- Helps with budgeting; payments are immediate, there is no waiting for cheques to clear
- Gives you peace of mind that your payment has been made safely and securely
- ParentPay is quick and easy to use

How does ParentPay help our school?

- Reduces the administrative time spent on banking procedures
- Keeps accurate records of payments made
- Reduces paper 'waste'
- Improves communication between the school and parents concerning payments
- Offers a more efficient payment collection process, reducing the amount of money held on school premises

How do I get started?

If you have completed and returned the application form which was in the admission pack, then we will send you an activation letter at the beginning of the school year to enable you to setup your ParentPay account. The activation letter will contain a personal activation username and password to enable you to login to ParentPay. During the activation process you will be guided through changing your username and password to something more memorable; you can also merge your accounts if you have more than one child at the Queen Elizabeth II High School.

If you have not returned the form and require one please contact the School via email.

More information

More information can be found on the ParentPay website

At www.parentpay.com alternatively contact QE2ParentPay@sch.im

Settings & Core Subjects

ENGLISH

- Students are taught in mixed-ability groups throughout the year
- Students' reading and writing skills are assessed every half term through classwork and weekly vocabulary quizzes
- At the end of each term, students sit a test under controlled conditions
- Any changes to the mixed ability groups will be communicated to parents via e-mail

MATHEMATICS

- Students will initially be taught in tutor groups for the first few weeks
- Students sit an initial assessment over 3 weeks in September covering basic Math's understanding
- 1st module assessment is just prior to ½ term in October
- Students will also sit their CAT4 test in the first couple of weeks of year 7
- Students will be set after October half term based on CAT4 data and our own maths assessment data
- Students sit an assessment each half term throughout the year
- Sets are reviewed at Christmas, Easter and Summer holidays
- Parents are informed of set moves via the schools 'In Touch' e-mail system

SCIENCE

- Groups are taught in mixed ability tutor groups
- There is an initial 3 week induction to Science Lab Skills
- Students then start working on units in Biology, Chemistry and Physics
- At the end of each unit, students will sit a test under controlled conditions
- The levels from the tests will then be used to set students in Year 8

Useful Information

Mrs Clarke – Head Teacher

Mr Coole – Deputy Head

Miss Graham – Assistant Head

Mr Kinley - Assistant Head

Mrs Steriopulos – Assistant Head

Mr Slack - Assistant Head

Miss Kelsey – Associate Assistant Head

Mrs Lewis - Associate Assistant Head

Mrs Ozer – School Business Manager

Mrs Sille – Director of Key Stage 3 (Years 7 and 8)

Mr Jelly – Deputy Director of Key Stage 3

Mrs Nixon – Key Stage 3 Pastoral Support Officer

Miss Franklin – Director of Key Stage 4 (Years 9, 10 and 11)

Mr Carine – Deputy Director of Key Stage 4

Miss Hill – Key Stage 4 Pastoral Support Officer