

FREDERICK SMITH SECONDARY SCHOOL



STUDENTS' HANDBOOK

Keep Safely for Future Use

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THE SCHOOL MOTTO AND CREST

The School Motto and Crest are the corporate effort of Canon George Knight, Mr. Anthony Bovell and Mr. Cedric Blackman, three of the first teachers.

The School Colours were chosen by Miss Myrna Belgrave, the first Deputy Principal of the school. –

Dark Brown represents the earth with its abundant riches, one of God's Gifts to Man.

Peach represents the light for every searcher of truth.

Green represents Life in all its fullness and beauty.

The Symbols -

The Hands A symbol of Love, Unity and unconditional acceptance of all by all.

The Open Book A source of knowledge and wisdom in which all may search and from which each may draw in accordance with his ability and interests.

Tools The implements by which men give expression to life through service.

SCHOOL PLEDGE

I am a proud student of Frederick Smith Secondary School and I am privileged to be educated here. I pledge to take full advantage of the opportunities offered at this school, and to respect and obey all members of staff. I will always strive to uplift my school in whatever I may do.

PRAYER FOR THE SCHOOL

Bless, O Heavenly Father, our School Frederick Smith Secondary and all who teach and learn therein. Grant to our teachers the gift of wisdom and a love for teaching.

May the boys and girls honour their parents, respect and obey their teachers and love and obey you as Lord.

Guide us through your Holy Spirit, in all our activities, so that true learning, sound knowledge and Godly discipline may ever abound, through Jesus Christ our Lord. Amen.

SELF AFFIRMATION

I am a child of God,
made in his image precious and dear
I am of unlimited value and worth.
I have the potential to become
who I want to be.

I am endowed with great gifts
which I shall use for the honour
and glory of God.
I reject any idea that I am
a failure or that I cannot succeed.

I will walk in the path of success.
I will fashion my life on the
foundation of obedience, self-respect,
discipline and diligent study.
I will succeed.
I am a child of God.

(To be said daily as a form of affirmation)

Keith Griffith (Former Principal)

SCHOOL SONG

Within these walls of learning,
We stand with eager mind
To face the world before us,
To yearn, to seek, to find.
God grant us grace to welcome
The lessons we should learn;
To show our pride and pleasure
As each new page we turn.

CHORUS

Frederick Smith Secondary where
there's learning, friendship, play.
And with pride we learn to covet
The best gifts on the way.

No forces shall divert us
From the main task ahead,
For learning brings us power
Whate'er the path we tread.
For 'tis our school, our future,
Our pathway to the world.
This School shall be our corner
When our life's flag's unfurled.

MISSION STATEMENT

TO DEVELOP THE INTELLECTUAL, SOCIAL, SPIRITUAL, PHYSICAL AND CREATIVE POTENTIAL OF OUR STUDENTS SO THAT THEY MAY FUNCTION AS PRODUCTIVE AND RESPONSIBLE CITIZENS

Students you are required to do the following:

- 1 Attend school punctually and regularly.
- 2 Obey the school rules, respect and obey teachers and all others in authority.
- 3 Attend morning assembly in an orderly manner and behave reverently during worship.
- 4 Be well prepared for all classes and attend them punctually.
- 5 Participate intelligently in all classes by listening attentively, asking questions and carrying out the tasks given to the best of your ability.
- 6 Do adequate homework regularly and within the required time.
- 7 Improve your conduct by practising values, e.g. love, self-respect, honesty, truth, industry, courtesy, clean speech and good deportment.
- 8 Enrich your lives through effective participation in extra-curricular activities.
- 9 Keep the school environment clean and beautiful.
- 10 Use your time wisely.

**ST. JAMES SECONDARY SCHOOL
(OPENED 1979-09-17)
(OFFICIALLY OPENED -1980-09-19)
(RENAMED – 2012-11-23)**

MOTTO

COVET THE BEST GIFTS

ADMINISTRATIVE STAFF

PRINCIPAL

Maj. Michael Boyce, MEd., BSc.
(Hons.) (UWI), Dip. Ed., Cert. Ed.
Mgmt & Admin. (Erd.) (Dist.), CIT
(BCC), BCMS (BIMAP)

DEPUTY
PRINCIPAL

Mr. Clyde Collymore, JP
BEd. (Hons.) Cert. Ed., TAPC

SENIOR TEACHERS

Mrs. Sonia Agard, L.C.P., Erd. Cert

Mrs. Faye Beckles, Bsc., Dip. Ed., Dip. Ed. Leadership.

Mrs. Michelle Edwards, MSc., B.A., Dip. Ed., Cert. Ed.

Mrs. Sandra Gilkes (Ag.) BSc., Dip. Ed.

Mr. Lincoln Nelson, B.A., Dip. Ed., Cert. Ed.

Mrs. Antoinette Phillips, B.A., Dip. Ed., Cert. Ed.

ROLL: Approximately 930

DEPARTMENTS	SUBJECTS
BUSINESS STUDIES (Acting) Mrs. J. Cox BSc., Dip. Ed.	Electronic Document Preparation and Management, Office Administration, Principles of Accounts, Principles of Business, Information Technology Computer Basics
ENGLISH Mr. L. Lett B.A., Dip. Ed.	English Language English Literature
FINE ARTS Ms. J. Marshall MSc., Assc Degree Physical Education	Art, Art & Craft, Music Physical Education, Physical Education and Sport
FOREIGN LANGUAGE Mrs. S. Cumberbatch B.A., Dip. Ed., Assoc. Degree in Theology	Spanish
GENERAL STUDIES (Acting) Ms. Carla McConney B.A., Dip Ed., Cert. Ed.	History, Social Studies, Rel. & Moral Education
HOME ECONOMICS Mrs. Nancy Hinds B.Ed., Erd. Cert., A.C.P.	Home Management, Food, Nutrition & Health, Textiles, Clothing & Fashion

<p>INDUSTRIAL ARTS Mr. Frederick Watson. BSc., Dip. Ed.,</p>	<p>Technical Drawing, Woodwork, Metal Work, Electronics Technology Education</p>
<p>MATHEMATICS Mrs. A. Trotman BSc., Dip. Ed., Cert. Ed.</p>	<p>Mathematics</p>
<p>SCIENCE Miss J. Neblett BSc., Dip. Ed.</p>	<p>Integrated Science, Agricultural Science, Biology, Chemistry, Human & Social Biology</p>
<p>GUIDANCE (Acting) Ms. Juelle Jordan, BSc., Social Work</p>	<p>Health and Family Life Education</p>
<p>INFORMATION TECHNOLOGY CO-ORDINATOR Mrs. M. Whitney B.A., M.A., MCSE, MCT, MCTS, MCITT</p>	<p>Technology Integration</p>
<p>CARIBBEAN VOCATIONAL QUALIFICATION (CVQ) Co-ordinator - Mr. D. Williams BSc Accounting, Dip. Ed.</p>	<p>Commercial Food Preparation Food Preparation and Cookery Electrical Installation Furniture Making</p>

DISCIPLINE

Students are expected to display behaviours that could make a better school. The school environment should be safe, orderly, clean and conducive to learning.

Students are required to maintain high standards of discipline at all times. In this regard, they should practise self-restraint, self-control and self-discipline. The tendency to follow your peers in doing wrong must be resisted and overcome. Know what is right and do it. Be eager to perform good deeds.

In case of indiscipline or misbehaviour, a number of sanctions is available to staff such as writing lines, detention, flogging, in-school suspension, out-of-school suspension, referral to a social agency, counselling centre, referral to the Police Juvenile Liaison Scheme, the Edna Nicholls Centre, the Probation Department and in extreme cases, expulsion.

Parents will normally be contacted at the first instance of serious indiscipline. Indiscipline is a behaviour that is learnt through habit or practice. Break the habit of indiscipline now. If you do not put a check to this habit now, you will encounter serious difficulty in focusing on school work and achieving worthwhile goals at school.

Discipline is measured in terms of respect and obedience. You must learn to respect yourself; you are someone special. Be conscious of this always and behave in such a manner as to add value to yourself. From self-respect you move on to respect for others, including your peers and those in authority such as your parents, teachers and elders.

Obedience is an essential part of all kinds of discipline. There are rules at home, at school, in any organization and in the wider community e.g. the laws of the country. The highest level of obedience is to God. Make an earnest attempt to obey all rightful authority. This makes for the growth of sound character.

USEFUL STUDY HABITS

School is not a play area, neither is it a place of assembly for laziness and lawlessness. The business of school is studying, working and learning. Here are some useful tips.

1. Try to motivate yourself for each lesson; be eager to acquire new knowledge.
2. Try to understand what the lesson is about and what you need to do in order to benefit as much as possible from it.
3. Preview lessons, read ahead overnight or before the teacher comes to the class.
4. Listen attentively as the teacher introduces the lesson. Try to understand what is said; relate it to your previous knowledge and apply it to new situations.
5. Make mental or written notes of important points.
6. Check the chalkboard, work or explanations against your text-book or other learning material available.
7. Ask questions in order to clear up any misunderstanding and to promote a deeper understanding.
8. Do revision and practice exercises on your own.
9. Do all homework well and on time.
10. Bring all your textbooks, tools, equipment and materials required on a daily basis.

FREDERICK SMITH SECONDARY SCHOOL RULES

1. Pupils are required to be present during the hours prescribed for school (08:35 – 14:35). No pupil may leave the premises for any reason before the end of the school day unless permission is sought in writing in advance by parent/guardian and/or unless permission has been granted by the Principal.
2. If a pupil is absent from school for one or more days without prior notice, a written excuse from parent/guardian must be submitted to the Form Teacher at registration by the pupil on his return to school. Letters of absence of three days or more must be accompanied by a medical certificate. A pupil who does not present the required excuse at the proper time will NOT be admitted to classes.
3. Pupils are required to wear the prescribed school uniform on ALL school occasions. Minor departure from this may be tolerated for very limited periods of time if written excuses are brought from parents/guardians. Pupils may not be admitted to classes if they do not present such excuses.
4. No jewellery apart from a watch may be worn to school.
5. Hair should be clean and well groomed. No hair dye/colouring/coloured braids should be used. Absolutely no WIGS or WEAVES are allowed. Hair styles deemed to be inappropriate or elaborate will not be allowed.
6. Boys' hair should be neat and combed. Hair cuts must be simple and without words or designs. Elaborate hairstyles are not allowed.
7. Students in uniform shall not wear nail polish, eye make-up or lip-gloss.

8. Except for the cheering associated with games, it is an offence to indulge in noisy behaviour at any time, on or off the school premises.
9. There must be no loud talking on the way to and from classes and to and from Assembly. There must be no talking during Assembly.
10. While in school uniform, it is an offence to:
 - a. Loiter on the road, in or outside shops, hotels, business places or places of entertainment of any kind.
 - b. To purchase items from vendors on the street after 8:30 a.m.
 - c. Eat or drink on the street.
 - d. Engage in loud talking or any kind of anti-social behaviour.
11. There must be no loitering in the lavatories at any time or at the school entrance/exit before or after school.
12. Bullying is an offence and will not be tolerated in any form. Failure to report it is also an offence.
13. It is an offence to smoke on the school premises or in public, whether in school uniform or not.
14. It is an offence to bring or drink alcoholic beverages on the school premises and to have in your possession or drink such beverage on the way to and from school.
15. Pupils must be punctual for ALL classes and must go from one class to another in an orderly manner.

16. Pupils should respond promptly to the bell for Morning Assembly and for Registration after lunch.
17. Pupils MUST queue on the following occasions: to board the school bus, obtain service at the canteen, to enter a form or subject area.
18. Pupils must not litter or deface school property.
19. Pupils must not sit or lean upon or damage vehicles parked on the school premises. Pupils must not play in the car park.
20. Throwing stones, seeds or any missile is strictly forbidden.
21. Games whether indoor or outdoor, apart from those organized by the Games Master or Games Mistress, are not allowed unless special permission has been granted by a senior teacher.
22. There must be no running along the corridors or on the stairs/steps.
23. All pupils, except those engaged in activity supervised by a teacher, MUST leave the premises not later than 3:30 p.m. unless permission has been obtained from the Principal or Deputy Principal.
24. Pupils must not walk more than two (2) abreast along the streets.
25. Students must conduct themselves on their way to and from school in a proper manner. (This includes walking on the streets and travelling on the buses).
26. In case a student damages or vandalises school property, equipment, etc., the parent shall accept full responsibility for payment in order to repair or replace it.

27. The laundering of clothing at school is strictly prohibited. Unless otherwise permitted, pupils must be in full school uniform throughout the school day.
28. Pupils must wear the prescribed uniform for Physical Education. In order to be exempt from Physical Education, a pupil must present a medical letter in support of the request for exemption.
29. Emergency Evacuation Plan

An Emergency Evacuation Plan is in place for the entire school. Each room contains specific instructions. All stairways and exits are clearly labelled and 'red traffic flow' arrows indicate routes. Bells are rung six (6) times for evacuation to the field, three (3) times for emergency assembly in the auditorium. Students are required to collect all belongings and proceed briskly (no running) to stipulated area. They must remain quiet to await further instructions.

THE FOLLOWING MUST NOT BE BROUGHT TO/OR USED WHILE IN SCHOOL UNIFORM:

1. Drugs
2. Chewing gum
3. Cellular phones, Radios, Discman, MP3 players or any electronic device, appliance or equipment
4. Musical instruments unless official permission has been granted
5. Knives/guns; scissors, weapons of any kind
6. Matches, gas lighters, cigarette lighters, fireworks or any other explosive device
7. Glass bottles
8. Scarves are not allowed.

GENERAL DETENTION

Pupils, who misconduct themselves or fail to do classwork or homework satisfactorily, may be detained after school from 2:40 p.m. to 3:40 p.m.

CORPORAL PUNISHMENT

Corporal punishment is administered to pupils of this school.

NB Cellular phones are not to be brought to school for any reason. All telephone calls should be made under the supervision of the office.

PARENTS ARE STRONGLY ADVISED TO GO THROUGH THE SCHOOL RULES WITH THEIR CHILDREN ON A REGULAR BASIS AND TO ENSURE THAT THEY ARE OBSERVED AT ALL TIMES.

**NATIONAL CODE OF DISCIPLINE
AND
DRESS CODE FOR SCHOOLS
SECTION 1
GUIDELINES FOR STUDENTS**

CODE OF DRESS:

1. Students must wear the correct school uniform as set out in the school's guidelines while on the premises and while travelling to and from school on any official school day. The uniform is a symbol of the school and as such should be worn with pride and kept clean and tidy.
2. All students must comply with the dress code. Exceptions will be made on:
 - a) Religious grounds
 - b) Health grounds with the support of a medical certificate. However, each case will be judged on its own merit.
3. Skirts and blouses must be worn at all times.
4. Shoes must be neat and clean and must be one solid colour. High-cut sneakers must never be worn with the school uniform.
5. Socks must be worn right up for boys or neatly folded around the ankle for girls.
6. Trousers must be worn at the waist and must be neither tight nor baggy and only an underwear must be worn underneath. The pants must be worn with a plain leather belt with an ordinary buckle head.

7. Undergarments should not be conspicuous in colour and neither should they be revealing.
8. Elaborate hairstyles will not be permitted. The emphasis should be on simplicity, tidiness and neatness. Hairstyles which distract or obstruct view of others should be discouraged.
9. Hair ornaments must be limited to stipulated school colours. These should be functional and not decorative. Where hair extensions are allowed they must not be elaborate and should be neatly plaited.
10. Boys must wear simple low haircuts. No designs or styles deemed inappropriate by the school administration will be allowed.
11. Tattoos will not be allowed.
12. No jewellery except functional, like a wrist watch must be worn during school hours.
13. No nail polish must be worn while in school uniform.
14. Make-up, for example, lipstick and eye shadow, must not be worn.
15. Where ties, epaulettes, crests or badges are required, they should be worn for the duration of the school day while travelling to and from school.

DISCIPLINE

It is an offence for students to:

- 1) carry fireworks, knives, firearms or other weapons;
- 2) smoke on or off the school premises while in school uniform;
- 3) take any intoxicants or any drugs or medicines which have not been prescribed by a doctor;
- 4) use abusive language or expose themselves indecently;
- 5) organise or take part illegally in any form of gambling or games of chance;
- 6) fight with other students or take away by force the property of any other student or in any way bully them;
- 7) be insubordinate or exhibit any form of insolence towards any member of staff or prefect;
- 8) fail to bring to school adequate supplies of pens, pencils, geometric instruments and all such articles required for school work;
- 9) attend any arcade during school hours or while in school uniform;
- 10) engage in any physical display of intimacy with another student or person while on the school premises or in school uniform;
- 11) fail to do homework set or any assignment. Such failure automatically makes the student liable for disciplinary action.

In addition -

- 12) Students must be punctual for school as well as classes.
- 13) Students who arrive on the premises after the official start of the school day are deemed to be late and must report their lateness to the Principal's office,
- 14) Students who must be absent from school because of unavoidable personal or family reasons should seek the prior permission of the Principal for any such intended absence.
- 15) Students who have been absent from school because of any illness or injury or any other unavoidable reasons should immediately on their return to school report in person to the principal's office and then to their form teacher. Any such student should bring with them on the day of their return a letter signed by their parent/guardian stating the reason for their absence.
- 16) Any student who falls ill or is injured while on the school premises should immediately, if possible, report in person to the Principal's Office. Otherwise the matter must be immediately reported by someone else.
- 17) While walking to and from school, students should be orderly and observe the safety code. For example, walking in single file on pavements provided.
- 18) While on the streets students in uniform must refrain from engaging in amorous activities with members of the same or opposite sex.
- 19) Students must not be seen in stores or other business places unless accompanied by an adult on legitimate business.

TIME TABLE

General Information

The school day commences at 0835 hours. Morning Assembly – 0835 – 0855 a.m.

<i>TIME</i>	<i>MONDAY</i>	<i>TUESDAY</i>	<i>WEDNESDAY</i>	<i>THURSDAY</i>	<i>FRIDAY</i>
<i>1</i> 8:55 – 9:35					
<i>2</i> 9:35 – 10:15					
<i>3</i> 10:15 – 10:55					
<i>4</i> 10:55 – 11:35					
	<i>L</i>	<i>U</i>	<i>N</i>	<i>C</i>	<i>H</i>
<i>5</i> 12:35 – 1:15					
<i>6</i> 1:15 – 1:55					
<i>7</i> 1:55 – 2:35					

ATTENDANCE AT RELIGIOUS WORSHIP

Students will not be excused from religious worship unless their parents/guardians have made a written request to the principal. Each request will be treated on its own merit. Students must however be present for general information and notices given at morning assembly.

GENERAL INFORMATION

1. PUBLIC TRANSPORT

Those students who use the public transport system must form an orderly queue to board buses; it is an offence:

- a) to attempt to board or hold on to any part of any bus while it is in motion;
- b) to throw or hand any bag or other possessions through the window of any bus for the purpose of reserving a seat;
- c) to dispose of garbage or throw missiles through the window of the bus;

While travelling to and from school, students must exhibit exemplary behaviour. For example, students should refrain from loud speech and engaging in intimate activities.

2. CONDUCT IN CLASS

Pupils should behave in an orderly and disciplined manner and obey the instructions of the teacher at all times. They should participate keenly in the lesson, listen attentively, ask intelligent questions and carry out all given tasks to the best of their ability.

Avoid unnecessary and foolish behaviour which disrupts teaching and prevents learning.

Do not waste time if a teacher is not present, take out a book and read or perform a suitable task.

It is important to acquire good study habits from the beginning.

Set realistic goals and work hard in order to achieve them.

Try to motivate yourself, that is, try to keep working steadily and hard without depending on someone to urge you on continually.

3. CLASS WORK

Every lesson is important and you should pay careful attention to each one.

Take note of anything you do not understand and ask the teacher to explain.

4. HOMEWORK

It is good practice to review at home the work done in class each day. This should be part of your homework every evening.

In addition to this, you must do all homework set by the subject teacher. It is also a good practice to prepare at home on the evening before, the subjects you have the next school day. If you follow these guidelines, you would realize that there is always homework to be done.

A pupil is never without homework and he deceives himself by claiming that he has no homework.

Successful pupils do their homework. Pupils who refuse to do their homework generally fail at school.

5. READING

It is important that all students at secondary schools cultivate a love for reading. Parents are strongly advised to ensure that their children become members of the public library and borrow and read good books regularly.

Boys in particular need to pay more attention to reading, which like other things, will improve with regular practice.

It is important that you acquire a love for reading, since you have to rely on your reading ability to assist you in doing all subjects. Be on your guard! Poor reading has prevented the educational progress of many students. There is no substitute for functional literacy.

6. TEXTBOOKS

Textbooks are essential in the learning process. You should make the best possible use of your textbooks. Bring them to school as required and study them diligently at school and at home.

Textbooks are not ornaments to be looked at and admired. You can only obtain knowledge from them if you read, study, revise and do exercises from them on a regular basis.

In addition to textbooks, you need stationery and other educational equipment prescribed from time to time. Try to obtain these for the beginning of the school year.

7. EXAMINATIONS

The school prepares pupils for the Caribbean Examinations Council (CXC) Examinations and the Royal School of Music Examinations.

Success in examinations is determined by the amount and quality of work a pupil does throughout school (Years 1 - 5). Pupils should work hard from the beginning and always maintain a high standard of work.

8. EDUCATION SECTOR ENHANCEMENT PROGRAMME

The primary goal of the Education Sector Enhancement Programme is to increase the number of students contributing to sustainable social and economic development.

- (i) Prepare students who are creative, numerate, literate, well trained at and readily retrainable at any point in their development.
- (ii) Ensure that all students understand the necessity of being able to live and work harmoniously with other persons in their environments.
- (iii) Increase the efficacy of the teaching learning process by encouraging teachers to shift to child-centred and more collaborative forms of learning in their classrooms.
- (iv) Prepare students for life in a technological-advanced society by ensuring that all students who leave school in the twenty first century have a good knowledge of, adequate skills in, and favourable attitudes towards the use of information technology.

9. VALUES

Education is concerned with more than obtaining knowledge. It has to do with character building and living by certain values.

Seek at all times to improve your character. Remember this saying, 'Your education is your life, guard it well.' In trying to guard your education, you will also have to guard your character, because character building and education go hand in hand.

10. CLEAN SCHOOL

A clean school requires a clean body, a clean mind and a clean environment. Pay due attention to personal hygiene and deportment. Keep the environment clean.

11. PASTORAL CARE

Your Form Teacher and Guidance Counsellor in particular, will help you settle into your new school and offer guidance and pastoral care. Listen to them and all teachers carefully and follow their advice.

12. CORRESPONDENCE

All correspondence, for example, letters of excuse, letters requesting permission to leave school, and excuses for breaches of uniform must be addressed to the Principal and signed and dated by the Parent/Guardian.

All letters are official documents. Clean sheets of writing paper, preferably not exercise book pages, should be used. Remember all letters are treated in confidence.

All permission slips should be signed before a child is allowed to go on any trips.

13. REPORTS

Students are issued with three termly reports and two progress reports during the first and second term. Parents are encouraged to discuss matters of concern in the Reports with the Principal, Deputy Principal, Year Head, Guidance Counsellor or Subject Teacher.

14. COMPLAINTS

Complaints and reports should be made in the first instance to the Form Teacher or Subject Teacher. More serious matters may be reported to the Year Head. However, cases of emergency and matters of a very serious nature, may be reported directly to the Principal or Deputy Principal.

15. EXTRA-CURRICULAR ACTIVITIES

Extra-curricular activities provide enrichment for pupils and help develop character and skills. Each pupil should participate in at least one extra-curricular activity viz:

Steel Orchestra, Choir, Environmental Club, Debating Club, Cricket, Badminton, Basketball, Football, Netball, Track and Field Athletics, Volleyball, Spanish Club, Cadets, Key Club, Inter-School Christian Fellowship, Interact Club and Caciques.

16. HOUSES

There are four houses; Blue, Green, Red and Yellow. The principal house activity is the annual Inter-House Sports. Try to be a loyal member of your house by giving support to house activities. The House Master/Mistress is responsible for co-ordinating house activities. Each house should have two house captains, one for boys and the other for girls.

17. ILLNESS AT SCHOOL

Pupils should report any illness or injury suffered at school to the Form Teacher or any other teacher promptly. Parents and guardians are asked to provide accurate contact information upon registration of their child / ward. Please inform the school if such information changes.

No medication may be taken at school without teacher or office staff supervision. Medication should be left in the office for safety. Under no circumstances will the school administer medication to students.

No medication of any kind is supplied by the school.

18. PETTY FEES

Pupils are required to pay their petty fees in the full amount of \$45.00. Parents should note that after the first issue of exercise books, subsequent exercise books will be issued **ONLY** when books are written out. Only students whose books bear the FSS crest and who have paid petty fees will be eligible to have books replaced.

19. CARE OF PLANT

Each pupil is required to assist in the proper upkeep and maintenance of plant, furniture and equipment. Do not vandalise or damage the school property in any way.

20. CANTEEN

A canteen service is available at the school. Lunch is on sale on a daily basis.

21. TRANSPORTATION

Pupils should use the most reliable and direct means of transportation to and from school. They should avoid taking vans, mini-buses, etc.

22. CONDUCT TO AND FROM SCHOOL

Pupils should conduct themselves on the streets, in the bus stands or while travelling on public transportation in an orderly, decent and polite manner. They should give due respect to other passengers on the bus.

23. PARENT-TEACHER ASSOCIATION

P.T.A. meetings are held the third Thursday of every month at 5.00 p.m. at the school.

24. SECURITY

The school employs trained security guards, whose duties include controlling unauthorized entry into the school, intervening in situations to prevent the escalation of conflict and carrying out any reasonable task which would improve overall security.

LIST OF STATIONERY AND OTHER MATERIAL

GENERAL USE

1 Oxford Senior Dictionary

MATHEMATICS

1 Geometry Set

1 12” Ruler

1 Scientific Calculator

RELIGIOUS EDUCATION

Holy Bible (Revised Standard Version)
(Old and New Testament)

LIST OF STATIONERY AND OTHER MATERIAL

ART

- 1 Sketch pad (14" X 17") which can be obtained from the school at a cost of \$10.00.
- 2 Nylon brushes #4 and #6
- 2 Drawing pencils 2B and 3B
- 1 Kneaded rubber
- 1 Six well palette
- 1 Apron
- 1 Set of coloured pencils

MUSIC

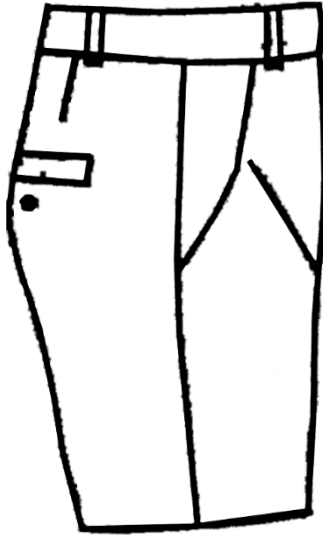
- 1 Music Theory in Practice – Grade 1
(Available from Bookstores)
- 1 Manuscript Book which can be obtained from the school at a cost of \$5.00
- 1 Descant Recorder
(Available from Bookstores, A & B Music Supplies – Wildey & Sheraton **and** Pianoman, Green Hill, St. Michael)

JUNIOR UNIFORM (FORMS 1 - 3) BOYS

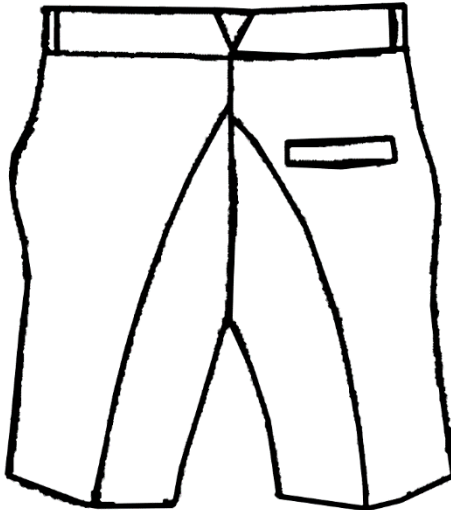
- SHIRT:** White short sleeve with tabs for epaulettes. Available at Cave Shepherd or Abeds.
- BELT:** Plain dark brown belt; no eyelet holes. A simple buckle.
- PANTS:** Short brown gabardine pants. Available at Cave Shepherd or Abeds. (See pattern overleaf).
- EPAULETTES:** School colours. Available at Cave Shepherd and at the school.
- SOCKS:** Brown $\frac{3}{4}$ length with the school colours. Available at Cave Shepherd or Abeds. Boys are required to use garters to keep their socks up.
- SHOES:** All students must wear plain dark brown-laced shoes. No canvas shoes must be worn except at games. No high cut shoes or boots are allowed. Absolutely no soft wear (sneakers) will be tolerated.

JUNIOR UNIFORM (FORMS 1 – 3) BOYS

SIDE VIEW



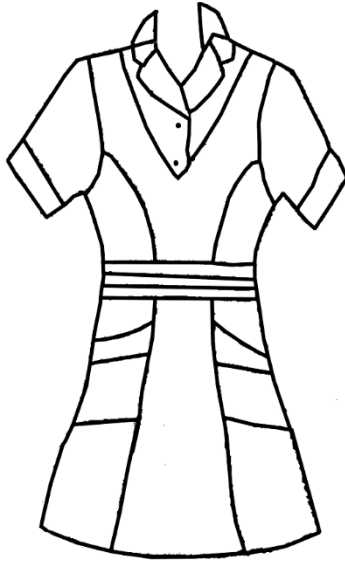
BACK VIEW



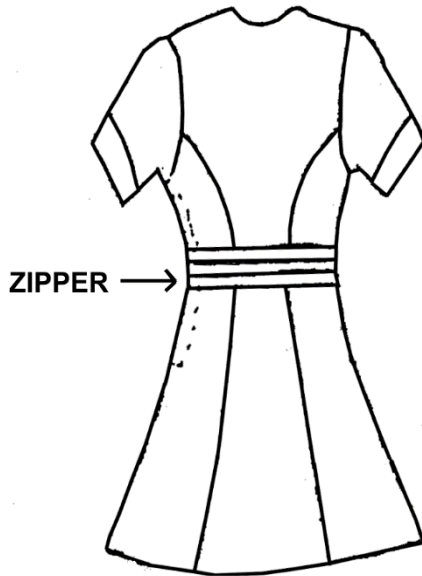
JUNIOR UNIFORM (FORMS 1 - 3) GIRLS

- TUNIC:** Fabric - Peach
cotton/polyester.
- Style - see sketches on pg. 38.
- Length - not less than 10 cm (2 inches) below the knee.**
Hem depth - not less than 5 cm
Pocket depth - 20 cm approximately
Left side zipper -15 to 22 cm
Uniform should not be tight.
- BLOUSE:** White cotton/polyester shirt with cuff stitched in place.
- BELT:** Worn with peach tunic, is made with the School colours. Available at Cave Shepherd, Abeds and at the school.
- SHOES:** Plain dark brown laced leather shoes with a low heel. No high cut shoes, sneakers or boots are allowed.
Absolutely no soft wear (sneakers) will be allowed.
- SOCKS:** Short plain white socks to fit 5 cm above the ankle.

FRONT VIEW



BACK VIEW



N.B. An orange coloured zipper is inserted in the left side of the tunic from under arm to waistline, for ease in fitting tunic.

The pockets are sewn into the side and front seams. They also carry a cuff (not a flap) which is top-stitched on to the pocket.

The waistline of the tunic must not be too wide.

ACCESSORIES: Only dark brown or black hair accessories are permitted.

**UNIFORM AVAILABLE FROM CAVE SHEPHERD AND
ABEDS UNLESS STATED OTHERWISE**

SPECIAL WORD TO PARENTS

Proverbs Chapter 22 Verse 6

"Train up a child in the way he should go and when he is old he would not depart from it."

SPECIAL WORD TO CHILDREN

Ephesians 6 Verse 1

"Children, obey your parents in the Lord, for this is right."

Ecclesiastes 12 Verse 1

"Remember also your Creator in the days of your youth."

PUPIL MOTIVATION

Philippians 4 Verse 13

"I can do all things through Christ who strengtheneth me."

Frederick Smith Secondary School Bus Service

**6:45 a.m. – Fairy Valley & Silver Sands to Ellerslie,
Frederick Smith, Alexandra, Coleridge & Parry**
Fairy Valley, Silver Sands, Worthing, Culloden Road,
Tweedside Road, Black Rock, Holetown, Weston,
Roadview, Speightstown, Station Hill

**7:15 a.m.– Globe To Daryll Jordan Secondary /
Frederick Smith/ Alexandra and Coleridge & Parry
Schools**

Globe, Eagle Hall, Warrens, Redman's Village, Arch Hall,
Seaview, Frederick Smith Secondary, Morgans, Rock
Dundo, Gibbes, Roadview, Alexandra School, Station Hill,
Coleridge & Parry School

**7:30 a.m. Fairchild Street, Princess Alice Terminal to
Queens College / Frederick Smith Secondary**

Wharf, Princess Alice Terminal, Prince Henry Street,
Passage Road, Eagle Hall, Black Rock, University Drive,
Queens College, Holders Hill, Fredrick Smith Secondary

**7:30 a.m. Princess Alice Terminal to Frederick Smith
Secondary via Holders Hill**

City Centre Mall, Prince Henry Street, White Park Road,
Passage Road, Barbarees Hill, Eagle Hall, Tudor Bridge,
Spooners Hill, White Hall, Husbands, Queens College,
Durants Village, Holders Hill, Holetown, Trents, Frederick
Smith Secondary.

**2:30 p.m.– Frederick Smith Secondary To Foster Hall
via Coleridge & Parry/ Daryll Jordan Secondary**

Holetown, Speightstown, Coleridge & Parry, Mile & A-Qtr,
Rose Hill, St. Lucy Secondary, Benny Hall, Farley Hill,
Shorey Village, Belleplaine, Alleyne School, Cattlewash, St
Elizabeth Village, Foster Hall.

**2:35 p.m.– Frederick Smith Secondary To Bridgetown
via Holders Hill**

Holetown, Holders Hill, Husbands, White Hall, Tudor
Bridge, Eagle Hall, Baxters Road, Princess Alice Terminal

**2:45 p.m.- Frederick Smith To Bridgetown via Holders
Hill / Redman Village**

Holetown, Holders Hill, Hoytes Village, Redman Village,
Prior Park, Husbands, Hinds Hill, White Hall, Spooners Hill,
Eagle Hall, Barbarees Hill, Baxters Road, Princess Alice
Terminal.

**3:45 p.m. – Frederick Smith Secondary To Rock Dundo
Morgans, Rock Dundo,**

Route Buses

Connell Town

Josey Hill

Pie Corner

Holder's Hill

Speightstown

Boscobelle

District D

Speightstown / Warrens Loop