

**ALEXANDRA SCHOOL**

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**BEACON OF THE NORTH**



**HANDBOOK FOR**

**6TH FORMERS**

**6H FORM ESTABLISHED  
2015-2016**

ALEXANDRA SCHOOL  
QUEEN STREET  
SPEIGHTSTOWN  
ST. PETER

This Handbook has been adapted from the School's Handbook to reflect the needs of the School's 6th Form.

## A FINAL NOTE TO STUDENTS

Sixth formers are the most senior students of the school and as such are expected to set a high standard, maintaining the school's focus on **decency, dignity and decorum** at all times, on and off the premises. You must display high standards of discipline and must be a positive example to the younger students in the school.

At the Alexandra School, all opportunities will be afforded you to develop your leadership skills and every effort will be made to prepare you for the world of work and/or further study. This is our commitment to you. Your commitment is to be the best that you can be.

 Year Head

## Message from the Principal

The Alexandra School has graced the landscape of our nation over the many years of its existence, with many sons and daughters who have made us exceptionally proud. We have a long and distinguished heritage. As a school, we have worked tirelessly at creating a learning community that strives for excellence in all our endeavours.

On behalf of all members of the staff of our school, I extend a warm welcome to you students and parents to this school. The coming years will afford you many opportunities for further growth and development. You are encouraged, therefore, to grasp these opportunities, couple them with your many goals, hopes and aspirations, thereby making your tenure at the Alexandra School enjoyable, rewarding and productive.

Finally, as we challenge ourselves to exceptional levels of achievement, it is always mindful to note that “we can do all things through Christ who strengthens us.”

Orson Alleyne

Principal

## A Brief History of the School

For more than a century Alexandra School, named after Princess Alexandra, the Danish wife of King Edward VII has been giving guidance and light to thousands within her portals and without her walls thus establishing its position as the ‘Beacon of the North’.

Founded on September 24, 1894 by George May Dalzell Frederick the Archdeacon of Barbados and the Rector of St. Peter for twenty three years, this great educational institution has grown gradually from its embryonic days with a roll of thirty-three (33) pupils and three (3) teachers. Then, under the headship of Miss M. S. Arnold (1894-1908), Alexandra School occupied a three-storey building, “West End”, in Queen Street, Speightstown, St. Peter. The school’s curriculum at that time was organized by Archdeacon Frederick and included the following subjects: Grammar, Geography, History, Handwork, Drawing, Handwriting, Arithmetic Drill, Nature Study and Singing

In 1929 the property of “Merton”, the present site, was acquired to house the school and the school motto “Per Ardua Ad Astra”- Through difficulty to the Stars, was adopted. During the mid-1920’s the school’s colours, royal blue and silver were chosen and students wore the first official uniform of the school. The House System was also introduced with the first two houses: **Frederick** (Red) named after the founder, Archdeacon Frederick and **Arnold** (dark Blue) named after the first Headmistress, Miss Arnold. In the 1930’s, **Skinner House** (light Blue) was established in memory of Mr. Allan Skinner, a former Treasurer and member of the Governing Body. During the 1940’s **O’Neal House** (Yellow) was created in memory of Mrs. T.W. O’Neal who was interested in the school’s welfare and organized reading competitions for the pupils. **Lysons** was created in memory of the second Headmistress, Beatrix Lysons. By then the school roll had increased to over 100 students.

In more recent times the school has grown quite rapidly and continues to reap success in all spheres of her endeavours. The school’s P.T.A. was inaugurated during the period when Miss Sheila Ward was Principal (1978-1980).

The school became co-educational in 1984 when thirty (30) boys

## TELEPHONE NUMBERS

Principal:	535-4703 Fax: 422-3018
Deputy Principal:	535-4708
Office:	535-4701
Secretary-Treasurer:	535-4707 Fax: 422-5218
Guidance Counsellor:	535-4709
Staff Room:	535-4711/12/13

Telephone calls should be made to the Secretary at the School Office.

Parents and guardians who wish to see the Principal should make an appointment beforehand. This should also apply to parents or guardians seeking to meet with Senior Teachers or Staff, unless in cases of emergency.

Parents and guardians should avoid calling or coming to the school to see or speak to their children while school is in session. Calls should be limited to emergencies only, and these should be made to the office.

Parents or guardians should try to settle their children's transportation and or other arrangements before they leave for school.

### LETTERS

**Letters to the school should be addressed to the principal.** Letters should be written on appropriate letter writing paper, should include the student's full name and form, and should be placed in a plain envelope.

### WITHDRAWAL

Notice of the intention to remove a student from school must be given in writing to the Principal not later than one month before the end of the current term.

were enrolled. At present there are approximately 880 pupils, most of whom are males.

From inception, the Alexandra school has been known for the high standard of discipline instilled in her students, who were greatly admired for the excellent deportment with which they carried themselves. Academically, she has made her mark, which is evident by the number of former students who have internalized our watchwords: decency, dignity and decorum and now hold distinguished positions in various professions and vocations, both at home and abroad.

We take this opportunity to welcome you and your child/ward to this vibrant institution. **It is our commitment to encourage focus on high academic achievement and to approach all challenges with a critical and creative thought process while maintaining decency dignity and decorum. We will challenge you to appreciate the importance of service that encourages the development of a civil, caring and socially well-adjusted individual who is equipped to effectively and positively impact an unfolding technological society.**

**Students, as your academic profile grows, your character and values will become the definition of what you are.**

**Therefore we hereby commit to supporting you in your quest to realize your dream of becoming who you want to be on this world stage. We will guide you through the difficulties of overcoming life's challenges which will shape you now and in the future.**

Welcome to the Alexandra School and be proud to say openly that **“At Alexandra, the greater the challenge, the higher I will soar!”**

## MISSION STATEMENT:

**“To provide a challenging and supportive environment through excellent teaching and coordinated exposure, ensuring that students explore and utilize knowledge, develop positive attitudes, attain measurable success and are responsible, creative and productive in an ever changing, technology driven global society.”**

## VISION STATEMENT:

We are committed to ensuring that:

Staff are qualified, trained and professionally supportive; the school’s compound is clean, appropriately equipped and aesthetically presentable, thus ensuring that students: meet and overcome challenges to achieve high academic success; are confident, caring and socially well adjusted; display mastery of technology skills and use them for problem solving and knowledge utilization; and manifest critical and creative thinking and a willingness to explore and innovate.

## OUR VALUES:

We value:

- the ability of all students to learn and to succeed
- staff’s and students’ fundamental and uncompromising thrust towards the pursuit of excellence
- the ethical underpinning of fairness, honesty, openness and respect in all our actions
- the need to be responsive to student and staff needs
- a high level of accountability for our actions and in the areas of our responsibility

12. Participate in extra-curricular activities.
13. Keep the school environment clean and beautiful.
14. Use time wisely.
15. A BREACH OF COMMON SENSE IS A BREACH OF SCHOOL RULES

## OFFENCES

It is an offence for students to:

1. Use obscene language in school uniform, whether or not they are on the school premises.
2. Enter any Betting Shops or Gaming Rooms
3. Indulge in any sexual activity on the school compound or while in any representative capacity of the school
4. Throw stones or any such missiles;
5. Chew gum on the premises or in uniform anywhere
6. Eat or drink on the street.
7. Bring radios, iPods, tape recorders or any electronic gadget to school without permission. Students are not allowed to bring cell phones to school.
8. Use perfumes powder, comb hair in the form rooms. This must be done in the bathrooms provided. Absolutely no makeup is to be worn whilst in uniform;
9. Damage trees or plants by picking leaves, flowers and or breaking branches or by making pathways through the hedges
10. Walk on the lawns in hard shoes;
11. Climb walls or fences surrounding the school premises or to climb trees on the school grounds;
12. Take bottles or furniture on to any games area;
13. Play games on the stairways, on the covered walkway, in the car park, on the roadway, in the gardens, in the vicinity of the office or in the specialists rooms (labs, art rooms, etc.);
14. Smoke on the school premises or in public, whether or not they are in school uniform;
15. 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;
16. Loiter on the road or outside of shops, hotels, business places, restaurants or any other place or entertainment;
17. Loiter in the lavatories at any time or at the school gates before or after school;
18. loiter on the corridors. Students must make their way to classes as soon as the first bell rings;
19. talk during Assembly;

## TO PARENTS

## ENQUIRIES

## GENERAL CONDUCT

Pupils are required to be present during the hours prescribed for school (08:35am - 2:45pm). 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.

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. A pupil who does not present the required excuse at the proper time will NOT be admitted to attend classes.

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

All students, whether at school or representing the school at any game, sport, cultural activity or any other tour or event are subject to the discipline of the school, whether or not the activity is being conducted on the school premises. The business of school is studying, working and learning.

Students must therefore:

1. Obey the school rules
2. Attend school punctually and regularly.
3. Respect and obey teachers and all others in authority
4. Observe respect for the personal property of others at all times.
5. Accept it as their responsibility to keep the school buildings and grounds clean and tidy. Littering of the premises will not be allowed at any time.
6. Attend morning assembly in an orderly manner and behave reverently during worship.
7. Be well prepared for all classes and attend them punctually.
8. Bring all textbooks, tools, equipment and materials required on a daily basis.
9. Participate intelligently in all classes by listening attentively, asking questions and carrying out the tasks given
10. Do adequate homework regularly and within the required time.
11. Improve their conduct by practising values, e.g. love, self-respect, honesty, truth, industry, courtesy, clean speech and good deportment.

## OUR EMBLEMS:

### *The School Flag*

The flag of the Alexandra school is Royal Blue with three horizontal white bars equidistant from the centre bar, symbolizing the calm blue Caribbean Sea lapping the white beaches of the West Coast of Barbados. At its centre is the School Badge. Above the badge is a scroll bearing the name The Alexandra School and below, a Scroll bearing the motto; Per Ardua ad Astra ( Through difficulty to the stars).

### *The First School Badge*

The Alexandra Rose was created to celebrate the 60th anniversary of the 1863 arrival of Queen Alexandra in England. She was originally from Denmark and married King Edward VII. The school adopted the Alexandra Rose to form its first school crest, adding the school's initials.

### *The School Crest*

A sky blue diamond with the Rose of Alexandra at the apex over a green wavy bar on which are placed the Golden and Silver crossed Keys of St Peter with two six pointed stars on the right and on the left. Below this is the original emblem of the first Great Seal of Barbados (Brittania, trident in hand, riding in her Sea Shell Chariot drawn by two Sea horses across the wavy Caribbean Sea).

## The Alexandra School Song

Built on foundations unshaken  
Though the winds of change have blown,  
Firmly stands our school united,  
All its gains our very own,  
So the years roll swiftly onward  
And our tasks are nobly done;  
Now we join and sing together  
Per Ardua Ad Astra.

Ever true and loyal  
Striving hard for each success,  
We can face the future boldly,  
Proudly, as we make progress,  
With determined will and effort  
With our motto guiding us,  
Let us join and sing together  
Per Ardua Ad Astra.

We are following the pathway  
Laid by those of yesteryear  
Who have left behind a challenge,  
Bid us take it without fear.  
As we leave for those who follow  
Trails upwards to the stars  
Joyfully we hear the echo  
Per Ardua Ad Astra.

*(Lyrics by the late Kathleen Laurie Former Teacher, The Alexandra School) (Music by the late Grace Thompson Former Student & Teacher, The Alexandra School)*



## SUBJECT OFFERINGS

Presently at the Alexandra School we offer the following CAPE subjects:

Communication Studies & Caribbean Studies (Compulsory)  
Art and Design  
Entrepreneurship  
Environmental Science  
French  
Food and Nutrition  
Information Technology  
Physical Education and Sport  
Sociology  
Tourism

## VEHICLES

Students wishing to park a vehicle on the school compound must submit a written request for permission from their parents. Students must observe all conditions under which the requested permission is granted.

Students may be prohibited from driving onto the premises if they are deemed to have been in breach of any of the stipulated conditions.

## The School Hymn

Heavenly Father, may thy blessing  
Rest upon thy children now,  
When in praise thy name we hallow,  
When in prayer to thee we bow;  
In the wondrous story reading  
Of the Lord of truth and grace,  
May we see thy love reflected  
In the light of his dear face.

May we learn from this great story  
All the arts of friendliness;  
Truthful speech and honest action  
Courage, patience, steadfastness;  
How to master self and temper  
How to make our conduct fair;  
When to speak and when be silent  
When to do and when forbear.

May His spirit wise and holy  
With his gifts their spirits bless;  
Make them loving, joyous, peaceful  
Rich in goodness, gentleness;  
Strong in self-control, and faithful,  
Kind in thought and deed; for he Sayeth,  
'What ye do for others Ye are doing unto me.'

## HOUSES

The houses system was established since the 1920's in honour of the service of a number of outstanding Principals and Staff. There are five (5) houses. Following is a table of our houses and the persons currently in charge:

HOUSE	COLOUR	MASTER/ MISTRESS
ARNOLD	ROYAL BLUE	MRS. ROCK
FREDERICK	RED	MRS. BRATHWAITE
LYSONS	GREEN	MR. HOLDER
O'NEAL	YELLOW	MRS. FORDE
SKINNER	TOURQUOISE	MRS SEALY/ HOWELL



## UNIFORMS

**BOYS' PANTS:** Fabric - Navy blue polyester-linen; Style - Long straight leg. No skinny-leg, wide leg, baggy, narrow or tight fitting pants will be allowed. The width at the bottom of the Pants must be no less than 8" in diameter. Length - full.

**BOYS' SHIRT: White shirt, school tie and school crest.**

**GIRLS' SKIRT:** Fabric– Royal Blue cotton/polyester Style - Loose fitting A-Line skirt. (Wider at the hemline than the hip line) Length - no shorter than two inches (2") below the knees measuring from the crease at the back of the knees with extra hem allowance Hem depth - not less than 2 inches.

**BLOUSE:** White with sleeves approximately three (3") inches above the elbow. **SOCKS:** Plain white turned down to fit above the ankles. No bobby socks or socks with coloured tops, heels and toes will be allowed. **SHOES:** Plain black laced leather shoes with low or flat heel. No high heel shoes, high cuts, boots, sneakers or slippers are to be worn to school.

**HOUSE PINS:** house colours. **SCHOOL TIE AND SCHOOL CREST.** (Available from school office).

**JEWELLERY:** No jewellery is allowed except wristwatches and ONE matching pair of small gold or silver bob earrings for girls with pierced ears. These must be worn in the lower ear lobes only. No birth stones, pearls, diamantes or other earrings will be accepted. Boys are NOT allowed to wear earrings. Only Alexandra school wrist bands are permitted. **UNDERGARMENTS:** Students must be fully dressed at all times whilst in uniform, on the school compound or in public. Inside-shirts, when worn must not be visible under the school shirt. No coloured bras or undershirts or those with visible markings should be worn under the uniform. It is an offence to display any undergarments or to remove any part of the uniform while at school or in public.

## BELL TIMES

8:35—8:45	REGISTRATION
8:45—9:00	MORNING ASSEMBLY
9:00—9:40	LESSON 1
9:40—10:20	LESSON 2
10:20—11:00	LESSON 3
11:00—11:40	LESSON 4
11:40—12:40	LUNCH
12:40—12:45	REGISTRATION
12:45—1:25	LESSON 5
1:25—2:05	LESSON 6
2:05—2:45	LESSON 7