

Layman E. Scott Sr.  
High School



Prospectus  
2012-2013

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## LOCATION

Layman E. Scott Sr. High School is located on the North Side of the island of Cayman Brac in the district of Stake Bay. It is approximately half way along the island.

The school's address is:

Layman E. Scott Sr. High School  
P.O. Box 251  
Cayman Brac KY2-2101  
CAYMAN ISLANDS  
Telephone: 948-2226  
FAX: 948-2254

The Government provides free transport to and from the school for all students. One school bus comes from the West, with the other servicing the East of the Island.

### **Feeder Schools:**

Students come from all two Primary Schools:

Creek & Spot Bay Junior School  
West End Primary School

### **Entry to Layman E. Scott Sr. High School:**

Students enter Layman E. Scott Sr. High School in Grade 7, when they are usually 11-12 years old. Depending on numbers of students there are normally two classes per year group. Average class size is around 12 students in Years 7 – 10 and 10 students in Years 11 and 12, depending on the size of each year group.

Key Stage 3	Grade 7 Grade 8 Grade 9
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Key Stage 4	Grade 10 Grade 11 Grade 12.
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## Mission Statement

The purpose of Layman E. Scott Sr. High School is to enable students to develop their individual potential and to acquire the knowledge, skills and attitudes needed to contribute to a healthy society and a prosperous and sustainable economy.

## Aims of the School

We aim to:

- ❑ Encourage all students to aspire to the highest possible educational attainment and career goals.
- ❑ Develop a high standard of literacy throughout the school through the efforts of all teachers.
- ❑ Promote a high standard of spiritual, moral and social development for all students.
- ❑ Provide challenging teaching that encourages students to think and apply their knowledge.
- ❑ Create a positive climate within the school through strategies such as incentives, recognition of good work and increased opportunities for student leadership.
- ❑ Encourage the involvement of parents and the community in the work of the school.
- ❑ Ensure that students are prepared for their future roles and responsibilities in terms of careers, life skills, vocational and academic education and awareness of national and global issues.
- ❑ Provide students with opportunities to develop their personal interests and skills through in-school and extra-curricular activities in a variety of academic, artistic and practical areas.
- ❑ Establish clear, focused and explicit schemes of work that reflect the needs of the students and the community.
- ❑ Implement school and departmental policies effectively and consistently.

**2012 - 2013**

Mr. Adrian Jones	-	Principal
Ms Sharon Austin	-	Acting Vice Principal (Student Affairs)
Mr Pedro Lazzari	-	Vice Principal (Academic Affairs)
Mr. Devon Bowen	-	Head of English
Mr. Richard Juman		English
Ms. Joan Matthews		English
Ms. Dionne Smith	-	Head of Mathematics
Mr. Kevin Roberts	-	Mathematics/IT
Ms. Sharine Swaby	-	Mathematics
Ms. Leonie Green	-	Business/IT
Mrs. Caroline Frederick	-	Science
Ms. Fazileta Yusuf	-	Science
Mrs. Vimala Velusamy	-	Science
Ms Ramoutee Chattoor	-	Head of Humanities (Geography/Social Studies)
Mrs Yvette Gayle	-	Religious Education
Ms. Icilma Cornelius	-	Social Studies
Mr Henderson Husbands	-	Spanish
Ms. Ventisha Conolly	-	Head of Arts & Technology (Physical Education)
Mrs Vernica Clark-Comrie	-	Home Economics
Mr. Raymond Lawes	-	Design Technology
Ms. Alison McLeod	-	Art
Ms. Kasandra Scott	-	Music
Mrs. Dawn Donovan	-	Counsellor
Mrs. Nora Johnston	-	Special Needs Teacher

**Support Staff:**

Mrs Cheryl Christian	-	Executive Officer II
Mr. Alphanso Gayle	-	Assistant Teacher
Ms. Lisa Khan	-	Support Assistant
Ms. Domonique Chantilope	-	Support Assistant

## ENROLMENT

Layman E. Scott Sr. High School is the only High School on Cayman Brac serving students in Grades 7 – 12. The school is small, incorporating the full range of ability levels, and reflects the rich social and ethnic mix of Cayman Brac as a whole.

Current enrolment (2012/2013):

Year 7	-	18 students
Year 8	-	25 students
Year 9	-	24 students
Year 10	-	23 students
Year 11	-	28 students
Year 12	-	22 students
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Total	-	140 students

### **Registration**

For formal registration of new students, and payment of school fees please contact:

Mr. Alex Clyne,  
Registration & Attendance Officer  
Teachers' Centre  
Creek, Cayman Brac  
Telephone: 948 0356      Fax: 948 0381

Informal enquiries about enrolment to Layman E. Scott Sr. High School can be made at the school at any time. New students wishing to register will require their immunisation card, birth certificate and a recent medical examination certificate. Non-Caymanian students will also need proof of 6 months immigration clearance.

### **School Fees and Book Rental**

School fees are paid by non-Caymanian students.

Students in Grades 7, 8 and 9:                      School Fees :                      \$300 a term

Students in Grades 10, 11 and 12:                      School Fees :                      \$400 a term

# SCHOOL SCHEDULE

(for 2012 - 2013)

8.10 - 8.30	Homeroom/Assembly
8.30 - 9.20	Period 1
9.20 - 10.10	Period 2
10.10 - 10.30	Break
10.30 - 11.20	Period 4
11.20 - 12.10	Period 5
12.10 - 1.00	Lunch
1.00 - 1.50	Period 5
1.50 - 2.40	Period 6
2.40 - 2.45	Homeroom
2.45 - 3.45	After-school sessions for students on Mondays, Tuesdays and Thursdays.

Assembly takes place on Mondays and Fridays. Normally, there are two afternoon buses on Monday, Tuesday and Thursday, at 2.45 and 3.45. On Wednesday and Friday, all buses leave at 2.45.

## SCHOOL FACILITIES

The school is very well equipped for the number of students on roll.

Facilities include:

Assembly Hall

Art and Craft Room

Canteen area

Computer Room 14

Computer Room 15

Design and Technology Block (with workshop and drawing classroom)

Floodlit Basketball and Tennis/Netball Court

Home Economics block

Library

Special Education Room

Science Laboratories

Playing Field, with cricket strip, football field and running track

Government Swimming Pool adjacent to campus

Agriculture Area

In addition to the computers in the computer labs, other computers are spread throughout a number of classrooms. The school also has some sixty (60) laptops in four laptop carts for use in various lessons.

Departments are well resourced. In addition, they are equipped with OHP's and have access to television and video facilities as well as other hardware. Many have computers in their Departments as well as access to the Computer Room. Several of our classrooms are currently equipped with interactive White boards that enhance the learning and engagement of students.

Other facilities not listed above include; Reception, Offices and the Staff Room.



## Attendance and Punctuality

Please do ensure that your child attends school everyday, unless unfit through medical illness. If your child is ill, please notify the school by note or telephone the first day that they are ill. They should also bring a note with them on their return to school. In the event of a long term absence, for example because of injury, please notify the school so that work can be sent home. **Please organise appointments, holidays, and trips to Grand Cayman outside of school time whenever possible.**

Attendance and Punctuality are mentioned on full school reports, transcripts and references. In addition, satisfactory attendance is one of the criteria for graduation from high school.

## Religious Education

In accordance with the Education Law of 1983, non-denominational religious worship and instruction is given at the school. School Assemblies are held regularly and are designed to instil Christian principles and character development.

Religious Education classes are also presented from a Christian perspective. In Years 7 & 8, students take classes based on the Gospels in Year 7 and on a survey of the Old Testament and of the early Church in Year 8. In Year 9, they are introduced to the study of major world religions: Christianity, Judaism, Islam, Buddhism and Hinduism. Year 10 provides a foundation year for those students who wish to pursue an external examination in this subject in Years 11 and 12.

## Personal Education (including Sex Education)

Students experience a full programme of personal education, including issues such as: their responsibilities to the community, the importance of good human relationships, families, genetics, the dangers of alcohol/drugs and aspects of sex education.

The facts of human reproduction are taught in Science beginning in Year 7. The dangers of sexually transmitted diseases are dealt with as part of the Personal Education programme.

Visiting speakers from a range of organisations including the Public Health Department heavily support these lessons.

Parents who wish to discuss how these issues are taught should contact the Principal.

# SCHOOL UNIFORM

We want all students to achieve a high standard of appearance and to be a credit to themselves, their family and the school. Students should be neatly and modestly dressed in school uniform when at school or attending school activities.

## SCHOOL UNIFORM

**Boys** Students should wear a white dress shirt. T-shirts worn as undershirts should be plain white. Shirts are to be tucked into trousers so the waist band is clearly showing at all times. Pants are to be dark blue dress trousers with a belt, worn on the waist and not too loose. Pants made of denim or in a jeans style are not acceptable. Undergarments should not be visible. Plain white crew socks are to be worn with black shoes.

**Girls** Students should wear a white dress shirt. T-shirts worn as undershirts should be plain white. Girls may wear navy blue pants or skirts. Shirts are to be neatly tucked into skirts or pants, so the waist band is clearly showing at all times. Skirts are to be in an A-line style of **mid-knee** length with a waistband. Skirts which are too tight or too short and pants which are too tight will have to be replaced. Undergarments should not be visible. Plain white crew socks are to be worn with black closed shoes.

**All** Make up, nail polish, and false fingernails may not be worn.

**PE KIT** House T shirt with the CBHS logo, and navy blue shorts, white socks and sports shoes.

## HAIR

**Boys** Hair must be tidy, low cut, above the collar and should not draw undue attention to the student. Students are to be clean shaven, with sideburns no longer than the bottom of the ear. Neatly trimmed, unobtrusive moustaches are permitted. Goatees/chin/lower lip hair are not permitted.

**Girls** Hair should be tidy and tied back at all times in school. If tied into plaits or ponytails, ties should be of a dark colour. Hair weaves/ extensions may not be worn.

**All** Shapes, patterns and “roads” shaved into the hair are not acceptable, nor definite “lines” where hair is of different lengths. “Dreadlocks”, or pony tails for boys, are not acceptable. All students are advised that hair should be kept its natural colour and not dyed. Students are not allowed to wear bandannas.

**Jewellery** Girls may wear one tiny pierced “stud” earring in each ear lobe only. No other jewellery may be worn except a watch. Earrings are not permitted for boys.

**Compliance** Students are expected to be in compliance with the dress code ***at all times during the school day, including arrival and departure***. Students who violate the dress code will be assigned appropriate consequences. *Students who are not in compliance with the school dress code may also be sent home to correct the situation. On any day there is an individual uniform problem, students should bring a note of explanation from their parents.*

# HOMWORK

Homework is a very important part of learning at the Layman E. Scott Sr. High School. Homework activities reinforce and consolidate the ideas taught during lessons and also provide students with an opportunity for independent practice. Doing homework in a well-planned and organised way helps student develop an independent approaches to learning and skills they can use throughout life.

We encourage all parents to support the school in promoting a positive approach to homework. You can help your child to be successful in school by providing a time and a quiet place for homework. Your reminders and encouragement will make a difference.

## **Student Planner:**

All students will be issued with a Student Planner, which contains space for homework to be written in each day. There is also space for teachers and parents to write notes to communicate any concerns they may have. Parents are asked to sign the homework diary each week.

## **Homework Help:**

Teachers are very willing to provide after school help to students who are struggling in class. Students may request assistance from a teacher, parents may call to request student for Homework Help, or teachers may assign students to after-school help sessions. Not all assignments to after-school Homework Help are due to incomplete assignments—teachers may also request students who are struggling in a subject for extra help. In general, students who seek out additional help will find their teachers to be very willing to work with them.

## **Homework Time Guide:**

The amount of time a student is required to spend on homework will depend on many factors, but the information below is given as a guideline for parents. Not all homework is written. Students may also be expected to read, research, draw, plan or complete other activities at home.

Students are given a homework timetable to ensure that there is reasonable spacing of assignments, but a great deal of difficulty can be avoided if homework is always done on the day it is set rather than on the night before it is due.

Years 7 / 8:	1 – 1 1/2 hours a night
Years 9 /10:	1 1/2 – 2 hours a night
Years 11 /12:	As much as 2 hours a night or as much as needed to complete coursework to the highest possible standard.

## HOMWORK HINTS

Always write down the homework and the date by which it has to be completed in your student planner.

If you do not understand the homework as the teacher explains it, let the teacher know. Ask for help when you need it.

Start to do your homework the day you get it: this usually allows you time to seek help if there is something you cannot do or don't understand.

Homework may be done during the after-school sessions, or at home.

### **Do NOT copy someone else's homework!**

You may work together to help each other while doing homework, but do not ask anyone to lend you their book so you can copy theirs, and do not lend anyone else yours to copy if they ask!

Take time and care in producing homework. Let your work reflect the very best you can do and take pride in knowing you have done your best.

# PARENT TEACHER ASSOCIATION

There is a very active Parent Teacher' Association at Layman E. Scott Sr. High School, which is well supported by parents and staff.

Meetings are held monthly and last approximately an hour. A range of topics is covered including visits from external speakers. There is always a report by the Principal as well as the opportunity to discuss new business. Parents are also made aware of curriculum developments in school and have on occasion had the opportunity to return to the classroom to try things out for themselves.

Meetings close with an opportunity for informal conversation with staff and parents.

The Parent Teacher Association usually meets on the third Thursday of each month.

Fundraising is an important role of the PTA, and this is done though a variety of events. Recent fundraising efforts have included concerts and food sales. There is also a collection of a \$2 contribution from all those who attend PTA meetings.

The Parent Teacher Association has an Executive Committee which is elected annually.

## **PTA Committee for the school year 2012/2013:**

President	:	Mr. James Tibbetts
Vice-President	:	Ms. Estelle Stilling
Secretary	:	Mrs. Nicky Watson
Assistant Secretary	-	Ms. Ventisha Conolly
Treasurer	:	Mrs. Ellen Lazzari
Assistant Treasurer	.	Mr. Sidney Ebanks

Any written communications to the Parent Teacher Association should be addressed c/o Layman E. Scott Sr. High School.

## DISCIPLINE

We expect a high standard of behaviour within the school at all times. Students should be polite and courteous to all members of the school community. Our aim is to encourage self-discipline and respect for others in all students.

Teachers work hard to provide a calm and disciplined working atmosphere where learning can take place effectively. We believe this allows each student the opportunity to achieve his or her fullest potential.

We aim to provide a **structured response** in dealing with students who do not abide by the school rules. In the vast majority of situations a combination of clear guidelines, parental contact, appropriate rewards and sanctions and support from teachers is extremely successful in resolving disciplinary issues.

### **Contact between Home and School**

When issues do occur, co-operation between home and school is essential. We contact parents early and try and resolve the problem at this stage.

### **Detentions**

A student may be detained at break or lunch time or after school for unsatisfactory work or conduct. These detentions normally do not require special arrangements for transportation and are supervised by either the member of staff concerned or a member of the Senior Management Team.

In more serious cases, students may be detained after school on Fridays. This detention is supervised by a member of the Senior Management of the school. Parents are always given 24 hours notice of this, and are responsible for arranging for the student to get home afterwards.

### **Report Cards**

When there is general concern, the student's work or behaviour is monitored closely on a report card. Report cards may be issued to monitor **Attitude and Behaviour, Effort and Punctuality**.

### **Withdrawal from Lessons**

If there is a serious problem, a student may be withdrawn from lessons to work under the direct supervision of a member of staff.

### **Isolation and Internal Suspension.**

If these sanctions do not work then students may be isolated. Although they remain in school working with a member of staff, at no stage do they mix with the rest of the student population. This may last for several days. In more serious cases, this

procedure is documented as an official Internal Suspension and goes on the student's permanent school record.

### **External Suspension.**

In rare but severe cases, a student may be excluded from school. This sanction is used reluctantly, but follows the guidelines issued by the Education Department. The Principal may suspend students for up to seven days, and additional time may be added by the Chief Education Officer

### **External Suspensions are considered by the Principal for:**

Constant or long-term disruptive behaviour that has an adverse effect on the learning of other students

Intimidating, threatening or abusive behaviour

Physical violence

Possession, use or supply of illegal substances or offensive weapons

Misuse or supply of medicines, obtained over the counter or on prescription, contrary to school policy

Bringing inappropriate items to school

Leaving the school grounds without permission

The Senior School Improvement Officer is always consulted when a suspension is imposed and copies of all suspensions are forwarded to the Chief Education Officer. Suspension is a serious matter and is recorded in the student's permanent school record. Students with an excessive number of suspensions in Years 10 - 12 are not permitted to take part in the Graduation Ceremony.

# MERITS AND CERTIFICATES

To encourage students to achieve their potential, the use of praise and rewards is emphasised.

## **Merits:**

Merits are awarded to recognise, reward and encourage good work and good behaviour.

Teachers issue merits for a variety of reasons. These include:

Excellent work	Excellent behaviour
Co-operation with others	Being Helpful
Making excellent effort	Well presented work
Concentration during lessons	Courtesy
Diligence	Maintained efforts
Achieving your potential in tests	

Merits earn points for the student's house. When students receive ten merits they are presented with a Certificate of Merit.

## **Certificates**

Certificates are given for consistently good work or participation in a wide range of activities.

In addition, trophies, medals and ribbons are awarded during Sports and Swimming events.



## ASSEMBLIES

There are two full school assemblies each week:

**MONDAY**

**FRIDAY**

Each Home Room Group is taken to the hall by their tutor after the register has been taken.

Students are expected to enter the hall and sit in silence.

During assemblies, students sit in Home Room Groups next to their tutor.

Assemblies are taken by a range of people, including:

TEACHERS  
STUDENTS  
GUEST SPEAKERS

Students are expected to show every courtesy towards those presenting assembly and if invited to become involved in the assembly should do so in an appropriate way.

Assemblies on Monday are based upon Christian principles and are planned to reinforce the religious and moral instruction done in the school.

Assemblies on Friday vary in their content matter: sometimes they introduce ideas to reinforce things that have been studied in school, at times they prompt thought of social and moral issues, sometimes they showcase the talents of our students and teachers. Many Friday assemblies are planned to encourage students to broaden their horizons and consider issues of local, national and global importance.

Layman E. Scott Sr. High School celebrates the achievements of its students in a broad range of activities: certificates, medals, trophies and awards are frequently given out in assemblies.

Assembly is also a time for the Principal and Vice Principals to issue notices of events and deliver information to the whole school.

## **EXTRA-CURRICULAR ACTIVITIES**

At Layman E. Scott Sr. High School students have many opportunities to become involved in extra curricular activities.

These activities include:

**AGRICULTURE CLUB**

**ART CLUB**

**BASKETBALL**

**CONCERT BAND**

**CHOIR**

**COMPUTER CLUB**

**DEBATING**

**FOOTBALL**

**NETBALL**

**GUITAR CLUB**

**SWIMMING**

**JUNIOR ACHIEVEMENT**

**CADETS**

These activities may take place at lunchtime or after school. Some events take place at the weekend.

Those involved in certain extra-curricular activities are often invited to go over to Grand Cayman to represent the High School, and Cayman Brac.

# HOUSES

The students of Layman E. Scott Sr. High School belong not only to Year Groups and Home Room Groups but also to “Houses”.

There are three houses:

**HURRICANE  
NORTHWESTER  
TRADEWINDS**

Each house has students from every year group.

Each year, a senior girl and a senior boy are elected to be House Captains: they help to organise teams and events.

Teachers are also allocated to Houses.

The House system allows students to compete against each other in a range of extra-curricular activities. These include:

Soccer	Netball
Basketball	Softball
Swimming	Dominoes
Quizzes	

For sporting events, the teams wear their house colours:

HURRICANE	Yellow
NORTHWESTER	Red
TRADEWINDS	Blue

## POINTS

Students are rewarded points for conduct, work, attitude, helpfulness and courtesy as well as for their performance in competitions. These points go towards the annual House Competition.

## CANTEEN

The canteen facilities are a private enterprise run by Mrs Stephanie Scott.

A hot meal and a variety of snacks are available each day. Meals are ordered in the morning of each day through the Homeroom Tutor.

The menu is not fixed and is subject to availability and price changes.

## EXAMINATIONS

In accordance with Education Department policies, students sit external examinations in Year 12, with most of the examinations offered through the Caribbean Examinations Council (CXC). Our students are also offered the opportunity to sit examinations from the United Kingdom where appropriate, including IGCSE, GCSE, City and Guilds and the Certificate of Educational Achievement. The qualifications earned by these boards are accepted worldwide. In every case, we attempt to ensure that students pursue a challenging and ultimately successful course of study.

Although the majority of external examinations are offered to students at the end of Year 12, other students may be allowed to participate in external examinations as appropriate. Well-prepared students in Year 10 and 11 are provided with an opportunity for early entry for external exams. By the end of Year 11 those students have already obtained 4 or 5 Level 2 subjects.

Students may also take the American SAT examinations at Layman E. Scott Sr. High School. These exams are offered at least twice per year in December and June. Interested students are offered opportunities to prepare for the SAT examination.

The school holds internal examinations twice per year, in late January and again in mid-June. Parents receive detailed reports shortly after the examinations.

Students in Years 7-9 also take the PIM (Progress in Mathematics) and PIE (Progress in English) examinations. These examinations produce results in the form of National Curriculum Levels, and evaluates a child's progress based on these levels. Year 9 students also take the CAT (Cognitive Abilities Test) which provide information on cognitive strengths and weaknesses.

## EXAMINATION RESULTS

At Layman E. Scott Sr. High School we are proud of our excellent examination results. It is the policy of the school to encourage students to strive for the highest levels of achievement possible.

Layman E. Scott Sr. High School was very pleased with the results of the June 2012 examinations. Our students were entered for a broad range of subjects, and overall results were excellent.

The graduating class had 28 students and 70% of them obtained passes in 5 or more subjects. The percentage of Level 1 passes was 89%.

Historically, we have produced a high rate of honours graduates and in 2005, we achieved the highest percentage (45.8%) of honours graduates ever in a Cayman Islands government school. Honours graduates are those students who earn 7 or more Level 2 passes. **This year's results have set a new record for the number of Honours graduates with 48% gaining the distinction.**

Year 11 students were entered for CXC General Examinations in English, Integrated Science, Mathematics and Information Technology while Year 10 students were for the English. The results in these examinations were consistently good.

Layman E. Scott Sr. High School is particularly proud of the high proportion of students entering for General level examinations as this is a reflection of the school's commitment to challenge all students to achieve their full potential. We place great emphasis on academic success, but we also work hard to make sure that access to this success is available to all students. Students with special educational needs are given every possible support to ensure that they too, can share in academic success, and we urge every student to strive to fulfil their unique potential.