



QUEEN VICTORIA SCHOOL NEWSLETTER JANUARY 2018

NEW THIS TERM:

Note from The Head

Travel Info Request forms - Half-term
& Easter breaks 2018

Diary of Events - Spring term 2018

Minutes of PLG Meeting held
November 2017

Higher Prelim routines
and timetables

DATES FOR YOUR DIARY:

Friday 9th February - **HALF TERM BREAK BEGINS** Please note, lessons end at 1625hrs.

Sunday 18th February - Half-term break ends. **PUPILS RETURN BY 2000 HRS**

5th - 7th March
ADMISSIONS BOARD 2018

Sunday 18th March - **OV PARADE SUNDAY**

Thursday 29th March -
Parent/Teacher meeting for
S2, S4, S5, S6.
END OF SPRING TERM

FORTHCOMING DATES FOR YOUR DIARY:

Tuesday 24th April - **SUMMER TERM BEGINS** - Pupils return by 2000 hours.

Sunday 6th May - **PARADE SUNDAY** - Inspecting Officer: tbc

Friday 29th June - **GRAND DAY & END OF TERM**

PARADE DATES 2018:

SUNDAY 18th MARCH

SUNDAY 6th MAY

**SUNDAY 16th SEPTEMBER -
BATTLE OF BRITAIN**

**SUNDAY 28th OCTOBER -
BATTLE OF TRAFALGAR**

**SUNDAY 11th NOVEMBER -
REMEMBRANCE**

**SUNDAY 2nd DECEMBER -
ROOKIES**



MERRY CHRISTMAS



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Note from the Headmaster

Dear Parents,

If you are reading this on our new website, I hope you like the look of it – our aim is to have a more dynamic, 'live' website with regular updates and information on important events. This will hopefully improve communication between QVS and our wider community. If you haven't yet visited the website and are reading this on paper, the website is www.qvs.school

For parents of S2, S4 and S5 students, this next few months will involve making course choices and we want everyone to find the right pathway as they move through school. We are having our annual Options Fair from 13:00 on Friday 9th February and all parents are invited to talk to teachers regarding future options. We are not running an appointments system but if you have any questions about the relevance of a particular subject to a particular career, please take the time to talk to our subject specialists. One of our goals this year is to provide extra vocational options such as Volunteering and Leadership awards alongside our more traditional offerings.

For S4-S6 students, prelims are coming up at the end of January. Traditionally, this is the time of the year when a number of our students really need that extra push to get ready for the final exams in May. A number of our students don't take prelims seriously but this year, if prelim performance is not good enough, students will be withdrawn from the final exams in those subjects. Prelim performance is a key indicator as to whether someone is ready to pass or not. Please urge your child to prepare for their prelims in the same way that they would prepare for their final exams.

I look forward to 2018 with renewed optimism. We already have a strong community feel here at QVS and by working together, we can further drive up standards and help our students achieve excellence, wherever their strengths lie. Be it academic, ceremonial, sporting, musical or in general boarding life, everyone here deserves the chance to flourish. Recent events, such as performing at the naming ceremony of the HMS Prince of Wales and here at school with the Rookies parade, the PDD concert and all of our Christmas entertainment, have underlined the joy and happiness students feel at being part of Queen Victoria School life and long may that feeling continue.

Have a great festive season and all the best for 2018.

Donald Shaw
Headmaster



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HALF-TERM HOLIDAY ARRANGEMENTS

Pupils may leave after classes at 1625 hours on Friday 9th February and are to be back in School not later than 2000 hrs on Sunday evening 18th February. Anyone who cannot leave on Friday evening can stay until Saturday morning.

Please download and complete the half-term travel proforma and return to your son/daughter's House as soon as possible. Many thanks.

PASSPORTS POLICY

To ensure the safekeeping of pupils' passports, the school will provide a secure place of storage, during term time only. The school will accept responsibility for a passport once the pupil has handed it to the Housemaster/Housemistress (HoM) and 'signed in' the passport, using the appropriate documentation. The HoM will issue passports to pupils, once they have been 'signed out'. All passports will be handed back to pupils at the end of every Half Term/Term, and on other occasions when requested. When the pupils have 'signed out' their passports the school will no longer be responsible for the passports until they are signed back in.

The HoM will remind pupils upon returning to school to hand in their passports, however the school does not accept responsibility for passports that are not handed in. If you wish to sign the passports in/out on behalf of your son/daughter, then please arrange this with the HoM.

If you have any queries regarding passports please contact your son's /daughter's HoM.

EASTER HOLIDAY ARRANGEMENTS

Spring term ends on Thursday 29th March - lessons end at 1110.

Pupils may leave after the Parent/Teacher meeting 1330-1800hrs on Thursday 29th March or after 1110 at the discretion of their Housemaster or Housemistress if parents are not attending the parent/teacher meeting.

Pupils should return to School no later than 2000 hours on Tuesday evening 24th April.

NB: YOUR SON/DAUGHTER MUST SIGN OUT IN THE HOUSE BEFORE LEAVING IN ORDER TO SATISFY ALL SCHOOL PROCEDURES INCLUDING FIRE REGULATIONS

PARENT/TEACHER MEETING

THURSDAY 29th MARCH FOR S2, S4, S5 & S6

Pupils in the above year groups will be issued a proforma in order to approach their teachers for appointment times. It is important that pupils and parents liaise with each other to ensure pupils know whether parents are attending or not, which teachers they wish to see and preferred timings.

Once proformas are completed, Mrs Morea will post a copy to parents with the set timings.

We would be grateful if parents would adhere to the timings set. Thank you.

END/BEGINNING OF TERMS

Your support is greatly appreciated in adhering to term dates. Early leavers/late returners cause disruption to the general running of House and School. The holidays are generous and family holidays should wherever possible be organised to fit into these dates.

Thank you for your cooperation.



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STAFF ANNOUNCEMENTS

We welcome Katelyn, Lauren, Joshua and Ethan as our Overseas House Assistants/GAP students for 2018. We wish them a worthwhile and enjoyable time with us here at Queen Victoria School throughout this year.

We wish Mr Bush a happy retirement as he steps down from the Housemaster Trenchard role. Mr David MacKay takes up the role at the beginning of term and we wish him good luck in the post.

We also welcome Ms Shona Thompson as teacher of Geography.

CONTACTING THE HOUSES

Each House has a voice-mail service on its main phone line. Below is a reminder of the House telephone numbers and email addresses:

Cunningham House - Tel: 0131 310 2923 email: cunningham.office@qvs.org.uk

Haig House - Tel: 0131 310 2922 email: haig.office@qvs.org.uk

Trenchard House - Tel: 0131 310 2924 email: trenchard.office@qvs.org.uk

Wavell House - Tel: 0131 310 2955 email: wavell.office@qvs.org.uk

EMAIL CONTACT

Email contact with parents is very useful, especially in urgent situations. If you think that we do not have your email address, please send it, with your child's name and school number, to: alison.morea@qvs.org.uk or head@qvs.org.uk

PLEA FROM MATRON.....

For security, please remember to name clearly any new electrical items/games/clothing that may have been received as Christmas presents*.

Please remember that we rely on your support in ensuring that pupils do not bring age-inappropriate videos, DVDs or games into School. These are forbidden under the "Guide to Life in this School Community" as well as having legal implications. We understand that you may allow your son/daughter to use older age-group material when he or she is at home, but this is not something that we can allow in School.

Many thanks for your help with this.

Could we also ask that children do not bring back items of clothing that can't be tumble dried as all laundry is tumble dried by the contractor.

** We cannot take responsibility for expensive items brought to School. Insurance is the responsibility of parents.*

SENSITIVE INFORMATION

Most parents have now completed the 'opt-in' or 'opt-out' exercise for receiving their child(ren)'s sensitive information by email if necessary. Those parents who did not respond are assumed to have 'opted-out'. Parents are able to change their preference at any time, and can do so by emailing sara.lewis@qvs.org.uk.

DATA PROTECTION

The Data Protection Act demands that as a school, we have a lawful reason for processing your (and your child's) data. Our lawful reason is that we need to use your data in order to fulfil the contract that we have entered into with you, to provide a boarding school service to you and your child(ren). If you would like further information, please let us know – sara.lewis@qvs.org.uk.



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SCHOOL BILLS

When settling the school bill, you should pay the whole amount at the start of each term. The School's preferred method of payment is internet banking. Our bank details are:

**Payee Name: Public Sub Account – HMG4800
(Queen Victoria School is acceptable)**

Account No: 10027890

Sort Code: 60-70-80

N.B. This is a new account and the old details must NOT be used.

Should you have any problems with settling the full amount, please contact the Finance Office on 0131 310 2905/2914/2994, in the first instance. Alternatively, you can email the team on admin.office@qvs.org.uk

Parents/guardians with outstanding school bill amounts are requested to settle them immediately, unless an alternative payment plan has been agreed in accordance with the School's debtor policy.

PAYMENTS OF ADDITIONAL POCKET MONEY/ADDITIONAL ITEMS

When paying for any additional pocket money or items not included in the school bill, parents/guardians should pay the sum direct to the appropriate boarding house via cheque. These additional amounts should not be added to any school bill settlement and should not be paid through internet banking.



ANOTHER SUCCESSFUL SHOE BOX APPEAL



VOLUNTEERING - POPPY SCOTLAND



S2 & S3 FANCY DRESS DISCO

HAPPY 2018