

JERUDONG INTERNATIONAL SCHOOL

THE MIDDLE SCHOOL



2009 - 2010



Middle School incorporates students in Years 6, 7 and 8. It is the transition phase between the traditional primary model and the traditional secondary model of schools. We work hard to create a challenging, vibrant and nurturing environment that enables students to develop academically and socially.

Schools should promote learning wherever it happens – this is the principle of a holistic, liberal education. However, good schools educate the whole child. They should encourage each child to strive to achieve their best in a number of areas:

- Academic studies
- Creativity
- Social development
- Physical development
- Emotional development
- Moral and spiritual development

We hope to achieve this by providing a range of exciting and challenging experiences for each child. We expect students to work hard in their academic studies and to participate fully in co-curricular activities such as school trips, the Middle School Activity Week, the Middle School Production, House events, After School Activities (ASAs), Peace Day, International Day and Earth Day. We also expect students to contribute to assemblies and engage in activities during tutor group time or Personal, Social and Health Education (PSHE) lessons.

Although the Middle School years are a period of great change in the physical and mental lives of students it is also a period of tremendous opportunity. We hope that school will be fun and that students will participate as fully as possible in everything that JIS has to offer. A student who is happy and active is very likely to be a successful student.

In the Middle School our aims are:

- To allow students to develop further as independent, inquisitive, creative, critical thinkers and learners.
- To encourage students to be aware of and have an empathy for their immediate environment and the world around them.
- To allow students to develop as individual personalities while maintaining a consideration and compassion for others.
- To act as a transitional phase between the primary school phase of education and the secondary school phase of education when external examinations (GCSEs and A-levels) are taken.

Welcome to the Middle School.

Ian Mehta
Head of Middle School

General Information

IMPORTANT CONTACTS

Mailing address:

PO Box 1408
Bandar Seri Begawan BS8672
Brunei

Street address:

Jalan Universiti
Kampong Tungku
Bandar Seri Begawan BE2119
Brunei

Telephone: + 673 241 1000

Website: www.jis.edu.bn

Facsimile: + 673 241 1010

Email: enrol@jis.edu.bn or office@jis.edu.bn

The Boarding House

Telephone: +673 241 1000 ext 3111

Head of Middle School

Ian Mehta ian.mehta@jis.edu.bn ext 8006

Deputy Head of Middle School

Jannine Walker jannine.walker@jis.edu.bn ext 2312
Eddy Moore eddy.moore@jis.edu.bn ext 2321

House Coordinator

Andrew French andrew.french@jis.edu.bn ext 2414

Middle School secretary

Esther Tang esther.tang@jis.edu.bn ext 1109

Principal's secretary

Nor Abdullah nor.abdullah@jis.edu.bn ext 1115

Boarding Housemaster

John White john.white@jis.edu.bn ext 3110

Accounts Department

Lim Choong Ling choonling.lim@jis.edu.bn ext 1311

Admissions Office

Lynn Payne lynn.payne@jis.edu.bn ext 1214
Adinah Salleh adinah.salleh@jis.edu.bn ext 1206

Stationery and Uniform Shop

Liza Sheriff liza.sheriff@jis.edu.bn ext 1302

TERM DATES

TERM 1

Monday 31 August – Friday 16 October 2009
Monday 26 October – Wednesday 9 December

MID TERM BREAK

Saturday 17 October – Sunday 25 October

TERM 1 BREAK

Thursday 10 December 2009 – Sunday 3 January

TERM 2 (Provisional)

Monday 4 January – Friday 19 March 2010

MID-TERM BREAK

Saturday 13 February – Tuesday 16 February

TERM 2 BREAK

Saturday 20 March – Sunday 4 April

TERM 3 (Provisional)

Monday 5 April – Friday 28 May

Monday 7 June – Friday 9 July

MID TERM BREAK

Saturday 29 May – Sunday 6 June

TIMES OF THE DAY

Monday and Wednesday

7:40 am - 3:00 pm
Morning break: 10:15 - 10:35 am
Lunch: 12:05 - 12:45 pm
After School Activities: 3:15 - 4:45 pm

Tuesday

7:40 am - 2:15 pm
Morning break: 10:15 - 10:35 am
Lunch: 12:05 - 12:45 pm
After School Activities: 2:30 - 4:15 pm

Thursday

7:40 am - 2:30 pm
Morning break: 10:00 - 10:20 am
Lunch: 12:25 - 1:00 pm
After School Activities: 2:45 - 4:30 pm

Friday

7:40 am - 2:30 pm
Morning break: 10:00 - 10:20 am
Lunch: 12:25 - 1:05 pm
After School Activities: 2:45 - 3:30 pm

Note: Boarding House students depart at 3:00 pm each Friday.

UNIFORM

Girls

White collar blouse - \$30
Longsleeve collar shirt - \$35
Short tartan skirt - \$40
Long tartan skirt - \$45
School tie - \$18
Black shoes and white socks

Boys

White open necked shirt or a collar shirt - \$30
Navy blue shorts - \$30
Navy blue trousers - \$40
School tie - \$18
Black leather belt - \$15
Black shoes and white socks

Physical Education uniform (for both girls and boys)

Polo shirt - \$30
Blue knit shorts - \$30
Blue sweatpants - \$40
House team shirt - \$10
Appropriate footwear (ie trainers)

Enrolment Information

ADMISSIONS POLICY

Students are admitted to Jerudong International School on the basis of an interview with the relevant Head of School and the Head of Admissions and performance in a Cognitive Ability Test (CAT). This occurs from Year 6 only; Junior School students have an assessment with the Head of Junior School. From Kindergarten to Year 11 the school is generally not selective. However, applicants not suited to the broad academic curriculum offered by the school are unlikely to be offered a place. Students in the Upper School are expected to be capable of following GCSE courses to completion at the end of Year 11. At Sixth Form level it is a requirement that students have achieved a good standard in their GCSEs, O-levels or other equivalent examinations. Limited special needs support is available. Support is also given, where necessary, to students whose first language is not English.

APPLICATION PROCESS

The first stage in enrolling your child is to collect and complete an Application Form package. You can download the necessary forms from our website, collect them from the Admissions Office anytime from 7:30 am – 3:30 pm, Monday to Friday or request that we facsimile, mail, email or courier the forms to you.

To complete the application you will need to fill out a Health History form, a Language Option form, an ICT Acceptable Use Policy form and include a photocopy of your child's latest school report. We also require three passport sized photographs, a copy of the student's identity card (IC) (if applicable) and a copy of their passport details. If these documents are not available, then a copy of the student's birth certificate is required. If you are a Bruneian citizen or permanent resident and qualify for a Brunei government subsidy, then we also require a copy of the qualifying parent's IC card.

It is important that all relevant questions are answered on the application form, particularly about the extent of your child's tuition in an English medium school and information about any special learning needs that your child has (with accompanying reports and assessments).

The final page of the Application for Admission form lists the Terms and Conditions of Enrolment at Jerudong International School. It is important that these are read carefully before you sign the form.

Forward the application form to the Admissions Office once it has been completed. We regret that we cannot accept facsimiled application forms.

There is a B\$200 application fee to be paid when the forms are submitted. A receipt will be issued for you to claim reimbursement from your employer (if applicable). Overseas applicants can pay the application fee upon arrival in Brunei or arrange a bank transfer.

ASSESSMENT AND TESTING

The Head of Middle School assesses each application. Students are required to sit a Nfer Cognitive Ability Test (CAT) and a Nfer Progress in Maths (PIM) paper. The CAT paper takes approximately 2 ½ hours to complete, while the PIM takes one hour. Both of these tests are completed online. Students who attain a stanine 1, 2 or 3 in either of these tests are referred to the Head of Learning Support or the Head of English as a Second Language for further assessment.

THE INTERVIEW

All students meet with the Head of Middle School for an interview. Each interview takes approximately fifteen minutes and gives your child an opportunity to talk about their interests, ask questions about the school and discover more about the structure of the school and its academic programme.

ARRANGING A TOUR

The Admissions staff are happy to show you the school site at any time during office hours. Boarding House tours are available before 2:00pm most days. Each tour takes approximately twenty five minutes. Please phone to make an appointment.

FINALISING THE ENROLMENT

You will be notified by the Head of Admissions either at the end of the interview process or a few days later regarding the enrolment of your child. Successful applicants will receive a formal letter of offer, car passes to enter the school grounds and an endorsed Student Pass* application (for non-Bruneian students). There is an acceptance form attached to the offer letter that needs to be signed and returned to the Admissions Office to formally complete the enrolment process.

STUDENT PASS*

All foreign students are required by the Brunei Government to have a Student Pass in order to study in Brunei. The form has to be endorsed by the school and countersigned by the Principal. The form is available from the Admissions Office or directly from the Ministry of Education. The application process for Boarding House students whose family resides outside of Brunei is handled by an agent retained by the school. The agent charges a fee in addition to the cost of the Student Pass. All students must have a valid Student Pass before their first day of school.

Curriculum Information

The Middle School curriculum is intended to provide students with a breadth of academic experience across a variety of significant areas. They are then in a good position to specialise in the subjects which they like and in which they perform well when the time comes for them to make choices about what they wish to study.

This is an important time in the cognitive development of students as they continue to develop higher order thinking skills such as problem solving, formulation of hypotheses, abstract thinking and reasoning contrary to fact. These skills help students to be creative and critical thinkers.

Teaching staff are dedicated to assisting our students to fulfil their potential. They use a variety of teaching methods. These range from whole class discussion, through co-operative group work to individual project work. Such methods encourage students to participate actively in what goes on in their classrooms and all aim to enhance the learning of their students. There is a constant desire amongst the staff to seek to improve their own skills.

In Years 6, 7 and 8 the following subjects are studied:

Core subjects: English, Mathematics and Science

Additional subjects: Art, Design and Technology, Information Communication Technology, Modern Foreign Language, Music, Drama, Geography, History, Personal and Social Health Education and Physical Education.

Students elect to study either Bahasa Melayu, Foreign Language Malay, First Language Chinese (Mandarin), Foreign Language Chinese (Mandarin) and French as their Modern Foreign Language. There is the possibility that students in Year 8 may be able to elect Spanish as their foreign language, subject to demand.

Students from a non-English speaking background and who require extra support may participate in our Intensive Language Programme. Other students who have particular learning needs may be withdrawn from lessons for specific learning or language support, usually with a small group of students with similar needs.

Year 6

Year 6 is the beginning of Middle School. In Year 6 the class teacher is replaced with a class tutor. The tutor is the first person your child sees each day. They greet them in the morning for a short session and give them any information they need to have a successful day. The tutor is also involved in the pastoral care of your child. The first person you need to contact if you need information about your child is the tutor.

The start of Year 6 is marked each year with a journey of self discovery to Queensland, Australia. This trip is the first step the children make towards building positive relationships with their teachers and peers. In pastoral terms this excursion is vital because of the relationships that form throughout the course of this week. The excursion takes place in Term 1 each year.

Year 7

Year 7 is a unique period for our students as they adjust to being given more responsibility in their studies. There is a clear expectation that children at this level will be more autonomous in their learning. Students in Year 7 are encouraged to learn in more mature ways. A key aspect of this is the variety of subjects and teachers who bring a healthy spectrum of subject matter, teaching styles and personality to lessons.

The tutor group plays an important role in providing stability to a Year 7 student's school life. Each tutor group has a tutor who oversees a student's academic and pastoral welfare. The tutor teaches their tutor group.

Underpinning this new approach to learning is the need to take more responsibility to organise and plan for home and school study. The effective use of the student diary is critical to this end.

Year 8

Year 8 is the senior year in the Middle School. By the time a student begins this final year they should be used to the expectation of academic excellence and they should be highly involved in the extra-curricular life of JIS. In addition to these expectations Year 8 students have the added responsibility of being the senior students of the Middle School. We look to Year 8 students to lead and care for those students that are younger than them. They should rise to this challenge and set a good example both intellectually and socially. While some students may take on official positions of responsibility, such as House Captain or Middle School Captain, all students in Year 8 should look to be deeply involved in the life of Middle School and help it to flourish.

Towards the end of Year 8 students will make some choices that will help to determine their curriculum in Year 9. Each student will select three different option subjects to study alongside the compulsory core subjects. Students are given support and guidance throughout this process. A booklet is available which describes the decision making process and this is available from the Admissions Office.

NUMBER OF LESSONS PER SUBJECT

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37
YEAR 6	Tutor	Language Choice				English							Drama	Mathematics						Science				Geography	History		Art		D&T		Music		ICT		Phys. Educ.		
	assembly / PSHE																																				

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37
YEAR 7	Tutor	Language Choice				English							Drama	Mathematics						Science				Geography	History		Art		D&T		Music		ICT		Phys. Educ.		
	assembly / PSHE																																				

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32	33	34	35	36	37
YEAR 8	Tutor	Language Choice				English							Drama	Mathematics						Science				Geography	History		Art		D&T		Music		ICT		Phys. Educ.		
	assembly / PSHE																																				

PASTORAL CARE

All students require praise, encouragement and support. Much evidence suggests that success in academic work depends upon a strongly developed sense of self-esteem. This is why pastoral care is at the heart of the Middle School. Each student is valued as an individual, but they are also made to be aware of their responsibilities to the wider community. We aim to ensure that each student is given the support he or she requires to be successful. Such support can come in many forms. The school's pastoral system aims to provide the emotional, moral, physical and intellectual foundations that lead to successful and fulfilled adults.

The tutor plays a key role in the pastoral care of a child. The personal and social development of students is given a high priority in the Middle School. Many students experience the onset of adolescence at some point during Years 6 to 8. It is therefore appropriate that students of this age experience an educational environment that will help them to learn and help them to cope with the mental and physical changes that occur during this dynamic phase of their lives.

The curriculum reflects the need to support students during this stage. To this end PSHE lessons take place each week. There are further opportunities for the development of personal and social skills through assemblies, after school activities, dramatic performances, musical performances and participation in House events. Positions of responsibility are also available to encourage leadership skills. In particular, students can stand for election to the Middle School Council and represent the Middle School on the Whole School Council.

ORGANISATION

Students entering the Middle School are required to purchase a stationery pack from the Stationery and Uniform Shop. These books should be kept in school, although they will also be used at home. All Middle School students are provided with a locker in which they are expected to store their school bags. We encourage students to develop positive organisational practices and ensure they take responsibility for storing their personal possessions in the correct place. All personal equipment, including PE items, must be clearly marked with the student's name.

In addition, students are required to purchase textbooks from a prescribed list.

HOMEWORK

All students have a Middle School diary in which they record homework to be completed and other general reminders and issues. This diary is also a method of communication between parents and teachers as well. We ask that parents check their child's diary regularly and sign them weekly.

Jerudong International School employs a homework timetable to enable our students to organise their work effectively. This requires the assistance of tutors, teachers and parents to make it work. For many students it is invaluable in helping to enhance their learning through the process of homework.

While many of our students are quite adept at managing their workload, the homework timetable should still be used for all members of the class. The structured approach is useful in helping everyone to develop greater responsibility for their own learning.

There is a separate homework timetable for each tutor group in the Middle School.

The following set of statements form the philosophy behind the design of homework timetables:

- Homework will be set on each night of the week.
- Homework tasks will vary within and between subjects.
- Homework allocation will be greater for subjects which have more periods each week.

In the Middle School the time allocation each week is as follows:

SUBJECT	YEAR 6		YEAR 7		YEAR 8	
	HW SET (MINS)	TOTAL (MINS)	HW SET (MINS)	TOTAL (MINS)	HW SET (MINS)	TOTAL (MINS)
ENGLISH	1 X 40	40	2 X 30	60	2 X 45	90
MATHS	1 X 40	40	2 X 30	60	2 X 45	90
SCIENCE	1 X 30	30	1 X 40	40	1 X 40	40
LANGUAGES	1 X 30	30	1 X 40	40	1 X 40	40
HISTORY OR GEOGRAPHY	Term 2 onwards		1 X 25	25	1 X 25	25
	1 X 25	25	1 X 25	25	1 X 25	25
ART	occasionally	0	1 X 25	25	1 X 25	25
D&T	occasionally	0	1 X 25	25	1 X 25	25
ICT	occasionally	0	1 X 25	25	1 X 25	25
DRAMA	occasionally	0	occasionally	0	occasionally	0
TOTAL		140		325		385
	<i>28 minutes per night (33 minutes in Term 2)</i>		<i>70 minutes per night (1 hr 05 minutes)</i>		<i>77 minutes per night (1 hr 17 minutes)</i>	

ASSESSMENT AND REPORTING

Each student's work is marked and reported using grades. A grade describes the standard of work or the degree of attainment in a subject. The following grading scale is used in Jerudong International School:

Grade	A	B	C	D	E
Mark	100 - 80	79 - 70	69 - 60	59 - 50	49 - 40

Students receive regular reports. Parents are also invited to attend meetings with their child's teachers and/or tutor to discuss their progress. All students sit annual internal examinations towards the end of the year.

In May, all Year 6 students sit the end of primary assessment tests (Key Stage 2 SATs) in English, Mathematics and Science. These complement the internal assessments completed throughout the year. The results are communicated to parents on their return from external marking in the UK, at the end of the academic year in July.

Additional Information

MIDDLE SCHOOL ACTIVITY WEEK

In the penultimate week of Term 3 we run our Middle School Activity Week. In this week the Middle School timetable is collapsed (there are no normal lessons) and we offer all the students the opportunity to participate in an activity of their choice for that week.

If we are to truly educate the whole child then we must provide a range of exciting and challenging experiences for that child. Kurt Hahn was a key figure in the development of experiential education. He believed that schools should have a greater purpose beyond preparing young people for college and university. Dr. Hahn believed that it was crucial for students to prepare for life by having them face it head on and experience it in ways that would demand determination, generosity, imagination, principle and resolution. As a result, he felt that young people would become empowered and develop the skills and abilities to be the leaders and guardians of tomorrow's world.

We support this philosophy and a broad range of activities are offered but they fall into one of three main groups. Previous activities have been:

Overnight trips	Daily Trips	School-based Activities	
Cambodia trip	Getting to know Brunei	Pond re-development	Puppet-making
Explore Borneo	Photography	Triathlon training	Writing children's books
Temburong camp	Sailing	Art project	Cultural Masterchef
	Environmental concerns		

THE HOUSE SYSTEM AND STUDENT LEADERSHIP

There are four House groups at the school; red, blue, yellow and green. The House system is in place to provide an avenue for competition and camaraderie amongst the students. Siblings are placed in the same House upon enrolment. At the end of the year the overall winning House is presented with the House Trophy.

Students in the Middle School have the opportunity to nominate themselves and be voted in as tutor group representatives for their tutor group. Year group councils discuss issues that impact upon students in the Middle School and their ideas feed into the Middle School Council. Students in Year 8 may wish to stand for election as a House Captain. Each House and the Boarding House elect two Year 8 students to sit on the Middle School Council. A further two students are elected as Middle School Captains. The School Captains chair the Middle School Council and represent the Middle School on the Whole School Student Council.

AFTER SCHOOL ACTIVITIES

Important though academic work is, education is not just about acquiring paper qualifications. Extra-curricular activities provide experience of being a team member, of communicating in a variety of circumstances and of leading when that is appropriate. These are very important opportunities and they offer our students the chance to develop personal skills and qualities which will stand them in great stead throughout their lives.

The extra curricular programme offers students an opportunity to take part in a variety of activities. The promotion of essential physical and personal skills form the focus of the After School Activities (ASA) programme. All activities are designed to excite and enthuse students, encouraging them to willingly offer input, challenge their understanding and stretch their imagination. Each term students make their selections based on the activities on offer.

When students are on the school premises after lessons have finished they should either attend an ASA or go to the library.

All students must vacate the premises by 5:00 pm.

INSTRUMENTAL MUSIC TUITION

Students can enrol in the school's Instrumental Music Programme. Students receive tuition in an instrument of their choice with a specialist music teacher. These lessons are scheduled during the school day. Individual and shared lessons are available. Parents are able to hire instruments from the Music Faculty. Fees for this programme are additional to the tuition fees. For more information about this programme and the fee structure contact the Music secretary or the Head of Music on 241 1000 (extension 2105).

EXCURSIONS

An integral part of the education in the Middle School is the range of field trips and excursions which students experience. These excursions broadens a student's understanding of work that is being covered in class in a practical and enjoyable way.

ATTENDANCE

The attendance register is taken each morning. If your child is late to school it is important that you notify the relevant school office in order to update the roll. If for any reason your child needs to be excused from PE lessons or other school activities, it is important that they bring a letter of explanation.

INFORMATION COMMUNICATION TECHNOLOGY

All students have access to the school's network. Students are given a log on name and password access. Middle School students are expected to read and sign the ICT Acceptable Use Policy to ensure that they use these facilities in accordance with the school's terms and conditions. Parents are also required to sign this form.

The school has an excellent website which provides a wealth of information about the school and its curriculum. Students have access to the intranet. The address of the website is www.jis.edu.bn.

ILLNESS OR ACCIDENTS

It is important that the emergency contact information given to the school is current. This allows us to make the necessary arrangements when children are taken ill during the day.

The school should be informed of any disabilities or medical problems that are cause for concern. A list of children and relevant health issues is put on the school intranet for whole school reference.

Please let us know if your child is unwell. If you think it is something that can be passed on to others, keep your child home so that we can limit the spread of illness.

In the event of a minor accident or sickness, children are taken to the school nurse in the Health Centre and given first aid and made comfortable until they are able to return to class. They are given a note by the nurse detailing any action taken. If an injury causes us concern or hospital treatment is required we first seek the advice of the school nurse and then make every effort to contact a parent or the listed emergency contact as soon as possible. Where this is not possible we will make arrangements to accompany and transport children to hospital and seek further medical advice. If appropriate the services of an ambulance will be used.

MEDICATION

No form of medication can be given during the day without consultation with the school nurse. Staff are not allowed to give out medication or tablets with the exception of children who require inhalers to control their asthma. If medication other than this is required parents are asked to see the school nurse before school with instructions. The medication should be marked with the child's name, class and time of administration.

SKIN CARE

We recommend that students use sun protection on exposed skin and have protection from insect bites if outside for an extended time. Students are encouraged to make use of available shade.

PARENT TEACHER COMMUNITY GROUP

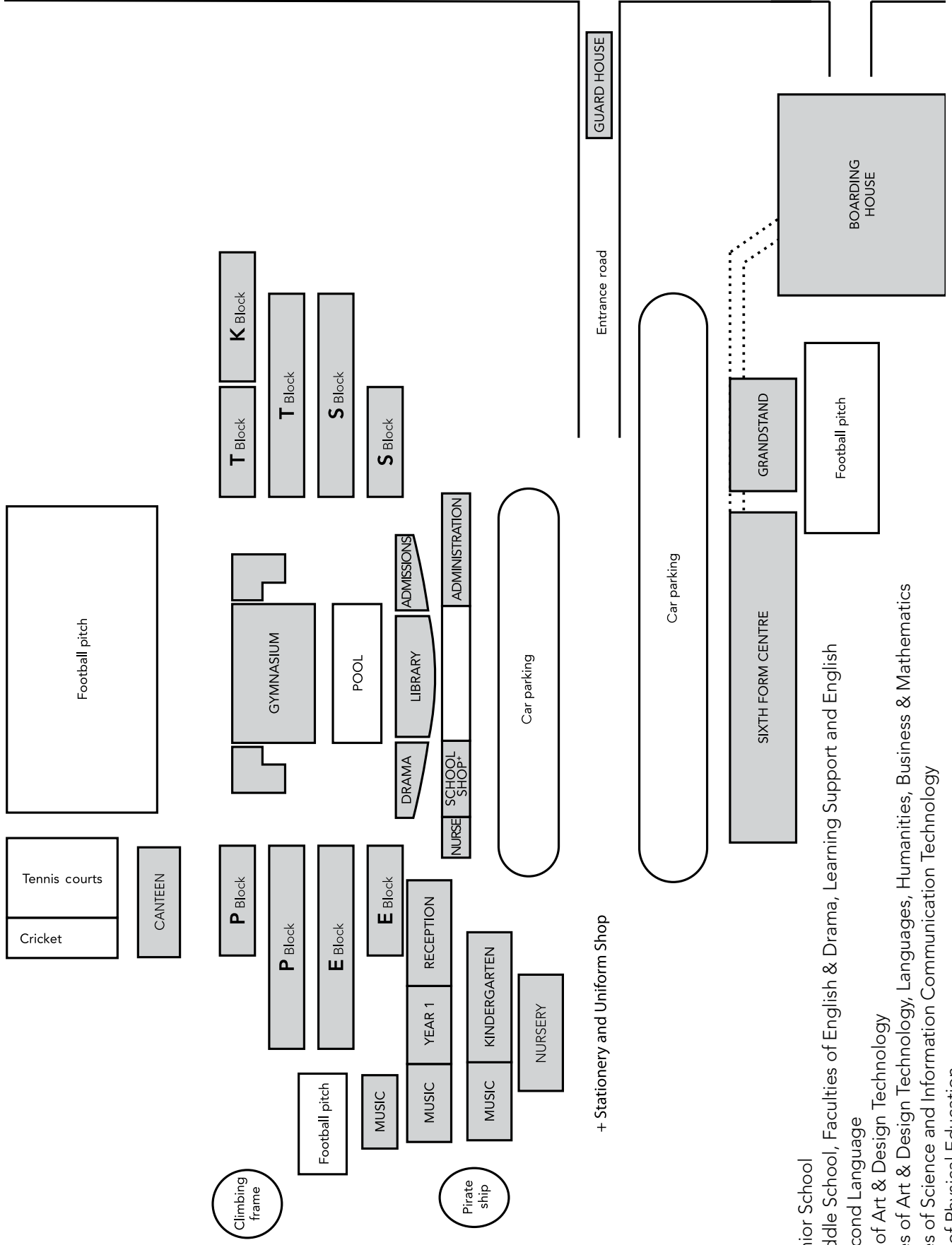
The Jerudong International School PTCG is an informal, voluntary group whose purpose is to provide opportunities for social interaction between students, parents and staff. This is an active group encouraging family involvement in the school. The PTCG provides links between the home and school through a variety of informal and formal evenings.

HOME SCHOOL PARTNERSHIP

We value good communication with parents and recognise the importance of keeping channels of communication open to ensure all students have a positive and successful experience during their time in the Middle School. Communication is regular and occurs in formal situations such as Parent Meetings, Parent-Teacher consultations and during informal situations such as a brief chat at the end of the day. Teachers are happy to make an appointment to meet parents if there are any specific concerns or questions concerning your child.

As well as having the facility of the telephone and the fax, the school offers information directly to parents using email. There have been very successful open evenings, open days and special events when parents and friends are invited to come and see the school in action.

MAP OF THE SCHOOL GROUNDS



+ Stationery and Uniform Shop

- E Block** - The Junior School
- P Block** - The Middle School, Faculties of English & Drama, Learning Support and English as a Second Language
- K Block** - Faculty of Art & Design Technology
- T Block** - Faculties of Art & Design Technology, Languages, Humanities, Business & Mathematics
- S Block** - Faculties of Science and Information Communication Technology
- Gymnasium** - Faculty of Physical Education