“In order to succeed, your desire for success should be greater than your fear of failure.” – Bill Cosby

“No policeman had ever arrested anyone for over-reading; but ignorance prosecutes those who under-read. You stop growing on the day you stop learning, so why not keep learning and keep growing!”

— Israelmore Ayivor
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SCHOOL MOTTO: TO PREPARE FOR LIFE
Dear Student:

The administration and staff of our institution consider it a privilege to be afforded the opportunity to be an integral part of your educational development. The very existence of our profession results from the decision of your parents and you to continue your formal education at the secondary level.

Since the establishment of this institution in September of 1989, we have made every effort to implement programs that provide our students with a well-rounded education and one that enables them to be functional - be it in higher learning or in their choice of employment.

As you embark on this second chapter of your young life, we urge you to surround yourself with positive minded people and commit yourself to your scholastic endeavors. Always be respectful of self and others and be ever conscious of the need to abide by all school rules and regulations.

Our ever committed and supportive parents, the success of your child depends largely on the support you provide her/him. Always be mindful of your responsibility to your child and make every effort to continuously check on her/his performance in respective subject areas as well as find time to visit with teachers in an effort to stay abreast with her/his general comportment at our institution.

Students, as you journey through our institution, always be mindful that to accomplish great things, you must not only act, but also dream; not only plan, but also believe. Do more than belong: participate. Do more than care: help. Do more than believe: practice. Do more than be fair: be kind. Do more than forgive: forget. Do more than dream: work.

As you continue on the ladder of success, I want you to always remember the four steps to achievement:

- Plan purposefully
- Prepare prayerfully
- Proceed positively
- Pursue persistently

Always remember that the future belongs to those who believe in the beauty of their dreams.

___________________
Omar Longsworth (Mr.)
Principal
HISTORY OF INDEPENDENCE HIGH SCHOOL

Independence High School opened on September 12, 1989 with 65 students enrolled and housed temporarily in the Community Center. In October 1990 teachers and students moved into their new four-classroom building. Expansion continued as the student body grew and in 1991 with a student body of 175 students the institution obtained its second four-classroom structure.

Independence High School continues to grow and develop. In 1993, we acquired a science lab and a building to house our agriculture equipment and supplies. In that same year, we celebrated our first commencement exercise. Initially, our offerings included Arts and Business, which were structured to emphasize practical education in an effort to ensure functionality of our students in the varied industrial undertakings in our immediate surroundings.

In 1994, through the joint efforts of Government and The Michael A. Ashcroft Foundation, we saw the construction of a new business center and library and the acquisition of six computers.

The contribution of the business sector in our area cannot be overemphasized as we have been blessed with numerous assistance in the form of scholarships to deserving students, a cafeteria that is second to none, the provision of expertise in agriculture and business and financial contribution for the further growth and development of our institution.

The scholastic achievements of many of our students are further complemented by the school’s achievements in sports. We have become very recognized and respected by schools nationally for the success we have had in all sporting competitions at the secondary level. As a matter of fact, some of our students have represented Belize on national teams at the regional level.

We are now 24 years old and we have had to fine-tune and expand our existing offerings to provide for the demands of the business sector in Southern Belize. We now boast a school of over 960 students with our offerings expanded to include Industrial and Vocational Studies, General Studies, Tourism and the Sciences; 28 classrooms; well-equipped science and computer labs; an Agriculture Program that continues to grow and a very motivated staff of 52 teachers.

We continue our resolve to provide our young people with a well-rounded education that will enable them to effectively contribute to the further development of Southern Belize, and by extension – Belize.

Independence High School looks to the future with hope and optimism because of its many well-wishers and supporters. Thanks!
THE NATIONAL SECONDARY SCHOOL PHILOSOPHY OF EDUCATION

Belize is a multi-ethnic, multi-cultural, multi-lingual society. Education is fundamental to the overall development of Belize and one of the greatest safeguards of the freedom of our people, and the best guarantee of our spiritual, social, political, and economic well-being. While it is true that the Secondary education of the past served its recipients well, it must also be remembered, that the secondary education at that time was geared to meet the needs of the top ten percent of the nation’s children. Today Secondary Education in Belize must be prepared to meet the needs and abilities of all our children. The future of education in Belize demands a philosophy of education that emphasizes the need to be relevant, accessible, and equitable to each individual in the process of his/her secondary schooling.

We believe that:

- Every child is entitled to a secondary education that will prepare his/her for life-long learning and active participation in the development of Belize and in a changing global environment.

- Every child is capable of learning and has potential that should be developed to the maximum, and educators must build on this assumption.

- Each child is equally valued, regardless of race, gender, political affiliation, religious belief, ethnicity, intellectual and physical ability or challenges and economic status.

- Each child is unique and develops in his or her own way.

- Secondary education in Belize should be relevant, equitable and accessible to all. In addition it should provide curricular arrangements and choices that ensure that cultural, ethnic and gender needs are appropriately addressed.

- Secondary education in Belize must labour to develop a spiritual, morally, physically, intellectually, emotionally, and ethnically sound individual.

- Secondary school students vary in natural ability. Secondary schools in Belize should, therefore, provide opportunities and programs which are adapted to varying abilities, which provide opportunities for students to develop differing personal and socially useful talents, and which will help students achieve the highest possible standards.
Secondary education is a shared venture which involves parents, students and management as well as state, church, businesses, and the wider community. The well-being of the child can best be served by maintaining a strong partnership between the school and all these relevant stakeholders.

I.H.S. PHILOSOPHY OF EDUCATION

Independence High School values change through a renewed emphasis on innovation given the complexity of today’s world. Our success depends on the strength and quality of collaborative relationships. As such, we strive to influence and motivate teachers, parents, students and administrators to achieve educational goals by means of creating a shared culture and shared values.
MISSION STATEMENT

Independence High School is a Government Co-educational institution, dedicated to the wholesome development of the mental, spiritual and physical needs of its multi-cultural student population.

It will provide equal access to education and opportunities for its students to develop good moral character, pursue academic excellence, develop problem-solving skills and grow into knowledgeable, open minded, creative and confident young men and women as citizens of Belize and the global community.
VISION STATEMENT

To work with all stakeholders to provide for the educational needs of a diverse student body by offering relevant programs that foster the development of knowledge, skills, values and attitudes which is necessary for meaningful employment and a holistic formation necessary to pursue further training and to lead meaningful lives as citizens of Belize and the global community.
GOALS AND OBJECTIVES

LONG TERM GOALS

1. To effect desired changes at I.H.S. that will begin the process of transformation of our institution into a professional learning community.

2. To provide students’ support services that will serve to enhance student learning. Among these are:
   - Feeding Program
   - Financial Assistance program
   - Information and Communication Technology

3. Fencing of our 35-acre campus which incorporates the Junior College and High School.

4. To provide and develop the Expressive Arts in our institution

5. To provide students with the skills for them to become functional individuals in the workplace;

6. To ensure students develop an appreciation for their environment and a consciousness of its importance

SHORT TERM GOALS

1. There needs to be an understanding that the core mission of formal education is to ensure that students learn. This may mean taking the following steps:
   a. Review of mission – to focus on the provision of more skill-based training
   b. Design strategies to ensure that struggling students receive additional time and support
   c. Create a culture of collaboration among teachers, students and administration.
CAMPUS LAYOUT/ EVACUATION PLAN

AREA OF CONCENTRATION

AUDITORIUM

Football Field

ROUTEING OF STUDENTS IN TIMES OF DISASTERS
♫ Belize National Anthem ♫

O, Land of the free by the Carib Sea,
Our manhood we pledge to thy liberty
No tyrants here linger, despot must flee
This tranquil haven of democracy
The blood of our sires which hollows the sod,
Brought freedom from slavery oppression's rod
By the might of truth and the grace of God.
No longer shall we be hewers of wood.

Chorus:
Arise! Ye sons of the Baymen's clan,
Put on your armors, clear the land!
Drive back the tyrants let despots flee-
Land of the free by the Carib Sea!

Nature has blessed thee with wealth untold,
O'er mountains and valleys where prairies roll;
Our fathers, the Baymen, valiant and bold
Drove back the invaders; this heritage hold
From proud Rio Hondo to old Sarstoon,
Through coral isle, over blue lagoon;
Keep watch with the angels, the stars and moon;
For freedom comes tomorrow's noon.

By: Samuel Haynes
I.H.S. School Song

Where the stately pine tree
shelters us,
And as champions
we stand tall
As we marched along in victory
Standing conquerors of them all.

As the eastern sun
shines bright on us.
Every ray brings true delight
With our hearts and minds
we cherish.
Our Independence High

While our gardens
beautify our school
We make sure our work is done
To succeed in everything we do.
Making sure our battle’s won.

So with motivated hearts we sing
Though the steps we take are high
Keeping faith, always believing
Exalting Independence High
Exalting Independence High.

By: Natasha Cabral
SCHOOL RULES AND REGULATIONS

All Students of I.H.S must comply with the following Rules and Regulations

- **Procedure for entering the school grounds**
  a. Students will be checked for infraction(s) upon entering the school campus at the main entrance.
  b. Security personnel, Punctuality and Level Coordinators will conduct regular uniform inspection of all students in the morning. This process will be supervised by the Vice Principal of students’ affairs.
  c. Areas to be monitored are:
     1. Uniform
     2. Identification Cards
     3. Punctuality

1. Punctuality/Tardiness
   a. Be seated in class by 7:50 a.m.; after 7:50 a.m. students should obtain a late slip issued by the punctuality coordinator. For any other tardiness to class (e.g. after breaks), students should obtain a late slip issued by the Vice Principal of student affairs.
   b. The third offence of tardiness to school in the morning in a semester will result in a verbal notification of parent/guardian.
   c. The fifth offence of tardiness to school in the morning in a semester will result in a written note inviting parent for an audience.
   d. The eighth offence of tardiness warrants a one day in-school detention and an audience with the principal.
   e. Tardiness exceeding eight times will be forwarded and dealt with directly by the principal/vice principal.

2. Attendance
   a. Students should be present and accounted for at all sessions and school related functions at all times except for illness and genuine emergencies.
   b. All absences for an illness require a note signed by a medical practitioner or parent/guardian upon return to school. All other absences require a note signed by the parent/guardian.
   c. If a student does not have a written note from the parent/guardian after being absent, the student must obtain a note from the Vice Principal of student affairs to remain in class.
   d. After five absences in one semester the parent/guardian comes in for an audience with the Principal/Homeroom teacher.
   e. Ten percent (10%) of absences in a semester may result in a student receiving an Incomplete for the semester. Consideration may be given for absences that result from a medical outbreak e.g. Conjunctivitis (pink eye) and Varicella (chicken pox).
   f. A student who is absent from school for twenty percent (20%) of school days due to illness may be asked to withdraw with the option of returning the following year.

3. Personal Attire
   a. All students are required to be properly attired in school uniform for regular classes and at all designated official school functions.
   b. If a student must attend school/school functions without the required uniform or a component thereof, he/she must present a written note from parent/guardian.
c. Students are NOT to play any games/sports or conduct agriculture practical while wearing their school uniform. They are to ensure the use of their Physical Education uniform and agriculture practical shirts respectively.
d. Epaullets must be sewn on shoulder of shirts.
e. A student who shows up without proper uniform will, in the first and second instance, be excused on the strength of a legitimate note from parents. Thereafter the administration may employ penal measure(s) based on the nature of the violation.
f. Students are not allowed to wear excessive jewelries. One chain, one ring, one bracelet, one pair of small earrings (girls) is allowed. No anklets are allowed. Jewelries in excess of those mentioned will be confiscated and a minimum fine of $5.00 will be charged to reclaim each piece of jewelry confiscated.
g. Male students must be properly groomed, that is, beard must be neatly shaved/trimmed, hair neatly cut and combed and without any mark, Mohawk or excessive style. They must not wear any earrings during regular school hours or during official school functions, if not it will be confiscated and the minimum fine above will be charged to reclaim each piece.
h. Female students are not allowed to use acrylic or gel nails with or without colorful nail polish. Similarly the use of colored lip gloss and any form of make up during school hours is not allowed. This includes excess beads in hair, hair dyes, and long extensions that do not match original hair color.
i. No visible tattoos are encouraged/allowed.

4. Interpersonal Relationships
a. Mutual respect and good healthy relationships is required between teachers and students both in and out of school.
b. Stealing from another student or damaging his /her property is punishable by automatic detentions or suspensions. A repeat offender may be subject to exclusion. A student reportedly involved in stealing or other criminal activities, will, if proven guilty, be dealt with as the laws of Belize stipulate. The high school method of dealing with the case is set in rule # 16a.

Policy on Students’ Petting

a. Students caught petting, kissing, hugging and fondling on campus or off campus shall be given up to three days suspension and undergo counseling.
b. A continuation of such behavior may result in those students not being allowed to be in company of each other on campus.

5. After School Hours
a. All students enrolled at I.H.S are required to be home at 10:00 p.m. daily. In our present very dangerous society, our children should not be out at night except accompanied by a parent to and from the function. Penalties for students found out of their homes after 10:00 p.m. will be subject to the following:
   1\textsuperscript{st} Violation - 1day suspension
   2\textsuperscript{nd} Violation - 3 days suspension
   3\textsuperscript{rd} Violation - 5 days suspension

6. Weapons
a. No dangerous tools are allowed on campus, unless authorized by a teacher or the principal. These tools include knives, scissors, ice picks or any sharp objects.
b. Any student found in possession of a firearm will be expelled.

7. Student Finance
a. Only students not in arrears will be able to receive report cards. All bills must therefore be paid on or before distribution of mid-semester reports.

b. Report Cards, Diplomas, Transcripts or Recommendations will not be issued to any student who has arrears with Independence High School, or is in possession of school property.

8. Alcohol and Drug Use

a. No students are allowed to consume or be in possession of any kind of alcoholic beverages. Any student found guilty of breaking this rule will in the first instance be subjected to three (3) days automatic suspension, a meeting with parent/guardian, meeting with counselor/community health worker to educate on the effects of alcohol.

b. A second offence leads to a one-week (5 days) automatic suspension with continued counseling. A third offence may lead to exclusion.

c. A student found guilty of using or possessing drugs will be subject to a minimum of two weeks (10 days) automatic suspension with counseling or a maximum of exclusion for the remainder of the school year. A second offence results in an automatic exclusion.

d. Students are not allowed to smoke or use tobacco in any form.

e. In the best interest of the student body and the institution, students showing symptoms indicative of use of illegal substances may be subject to mandatory blood or urine test. Parents or other representatives will be informed prior to these tests and are encouraged to be present as witnesses along with institutional representatives.

f. A student or class or selected students may be interviewed or searched by a Justice of the Peace, the Administration or a police if the circumstances warrant such an exercise. Relevant personnel such as the Homeroom teacher, Principal or Vice-Principal must always be present for these exercises.

9. Dances/Public Functions

a. Parents are NOT to allow their child to attend public dances. Parents are NOT to allow their child to visit any place (bar, disco, pool room) where alcoholic beverages are sold and consumed on the premises. Parents are to further disallow their child from serving or buying alcoholic beverages at any venue where these are sold; the same applies if the child works in a family run establishment. Any student found guilty of breaking these rules will in the first instance be subject to a three (3) days automatic suspension. A second offence will result in an automatic one-week (5 days) suspension. A third offence may result in an immediate exclusion.

10. Pregnancy/Abortion

a. A student who commits an abortion will be expelled immediately. If credible reports of a student surface regarding pregnancy and or abortion, the student is subject to a mandatory test that must be performed by a certified medical practitioner. Parents/Guardians will be invited to be present for such tests.

b. Any student who becomes pregnant in the last semester of a school year will be allowed to sit all examinations leading up to promotion or obtaining her diploma. Attendance to school is restricted to where the pregnancy is not too noticeable and that the student is living with her parents.

c. A student who is proven to be with child (obvious pregnancy) in the last semester of studies will not be allowed to participate in any graduation related activity (with the exception of Parents’ Night). However, she will be granted her diploma upon successful completion of all graduation requirements.

11 Classroom Rules

a. There is to be absolutely no playing, eating or running in classroom; classrooms are to be locked during break sessions. Any students found guilty of doing these must be taken out immediately by the teacher(s) on break supervision and the case reported to the administration.

b. Students should not enter any classroom other than their own without permission.
c. If a student should need to leave class for any reason, he/she must obtain a PASS from the subject teacher.

12. School Property/Facilities
   a. The facilities of the school must be wisely used and protected at all times. Any damage or negligent use of facilities, such as writing on walls, marking desks, damaging chairs or deliberately damaging any part of the campus will result in punishment of the offender which will be decided by the Principal in collaboration with the homeroom teacher.

13. Leaving Campus
   a. Students are not allowed to leave campus, without a written permission signed and issued by the homeroom teacher and the Principal or Vice Principals.
   b. Students will ONLY be allowed to leave campus for appointments with the doctor, nurse, dentist etc., if they have a written note from parents/guardians. On their return from receiving any medical attention, they must present relevant documents from the pertinent medical authorities.

14. Communications/Devices
   a. Students are discouraged from bringing any electronic communication devices (discmans, cameras, mp3 players, i-pods, tape recorders, radios, cellular phones, laptop computer, tablets, etc.) on campus. However, if it is necessary (to be used for a class session) devices must be placed in the care of a teacher or administration until such time as it is to be used and returned to the teacher or administration after use until the school day is over. Failure to comply with this rule will result in the device(s) being taken away and returned at a fine to be established by the Principal (the maximum being $25.00). Any confiscated electronic device will be returned at the end of the semester upon the payment of the required fee to the office.
   b. Be aware of what you post online. Social media venues including wikis, blogs, photo and video sharing sites are very public. What you contribute leaves a digital footprint for all to see. Do not post anything you wouldn't want friends, enemies, parents, teachers, or a future employer to see. If your posting brings disrepute to the image of the institution, penal measures as stated in rule 16 (A) will be taken.

15. Collection of funds in the School’s name
   a. No student, class, teacher or group is authorized to collect any money or donations on behalf of the school without the written permission of the principal or without a document to which his/her signature is affixed.

16. Exclusion
   a. Students are expected to comply with all school rules and regulations and any reported or known unacceptable behavior (fighting, drug related offences, stealing, sexual misconduct, and any breaking of the school rules) that reflects discredit on the school’s philosophy or objectives will be punished with the maximum penalty being exclusion.
   b. Exclusion entails that a student will be put out of school indefinitely with the possibility of readmission at a later time. Grave offences or the acquisition of two (2) or more suspensions may lead to an automatic exclusion at any time.

17. Involvement in Sports
   a. Students who wish to be involved in any sporting program are expected to meet all academic requirements and must not display any unacceptable behavior in order to qualify for participation in sports and to represent the school in regional and national competitions. Consideration may be
given to students who are marginally failing no more than two (2) subjects provided that the child attends extra classes with subject teacher(s) or a member of the sports committee.

b. Students who are currently repeating a school year, will be suspended from participating in any sports for a portion or the entire repeating year, pending semester evaluations reflecting where the child has redeemed him/herself academically.

The administration has taken the liberty of identifying for you, those specific areas in our school rules that are considered Non-negotiable behaviors. **This means that should your child involve him/herself in any of the said behaviors, he/she may be excluded or expelled from the high School. These include:**

- Possession and use of illegal drugs
- Peddling and/or sharing of illegal drugs
- Drinking (3rd Offence)
- Possession of firearm
- Attending dances/Public Functions (3rd offence)
- Abortion
BOARD OF GOVERNORS

The composition of the Board of Governors is in accordance with the Handbook of Policies and Procedures for School Services. It is constituted as follows:

a) the principal who is an ex-officio member;
b) a representative of the staff selected by the staff;
c) two representatives of parents elected at a PTA meeting;
d) two representatives from feeder primary schools;
e) a representative of the alumni selected by the Principal and staff;
f) one member representing business and two members representing the community all selected by the Principal in consultation with the staff;
g) a representative selected by the governing authority of the municipality
h) a representative of the ministry of education

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<td>Mr. Omar Longsworth</td>
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COMMUNITY SERVICE

"Community service is altruistic and is a vital part of many small communities. Getting involved in your community makes it healthier and livelier. Things which could be considered community service include tutoring children, building homes in low income areas, assisting the elderly, socializing animals at animal shelters, contributing to the operations of volunteer fire departments and emergency services, or helping with civic beautification" (WiseGeek, 2011).

In our mission statement, Independence High School as an institution pledges to provide every opportunity for its students to develop good moral character, pursue academic excellence, develop problem-solving skills and grow into knowledgeable, open minded, creative and confident young men and women. Therefore, this new and revised community service format will lend itself to develop our students' community-centered learning and appreciation for giving back to their communities that have and are supporting them in their pursuit of education.

This program is intended to be carried out by third form students of Independence High School and will be implemented in two phases: Christmas Break and Summer Break. Before school reopens for the new school year, administration will send out letters to each community that it serves; informing them of the community service program and that students and teachers may seek their assistance, as well as ask for their kind cooperation and understanding.

During the first week of classes, third form students will be oriented on the program and will be asked to sign up (for either phase) with members of the community service committee. N.B only half of the third form population will be able to do their project in each phase. The members of the community service committee will, within a week, meet with the respective students of each phase.
THE STUDENT COUNCIL

It is the belief of the Administration and Staff of I.H.S that the student body should have some input in the planning and implementation of activities and development that exist at I.H.S. Some of these responsibilities will be given to the student through its student council.

DESCRIPTION OF COUNCIL
The council will be comprised of President, Vice-president, Secretary and Treasurer, to be selected from among the Class Presidents. The President must be a 3rd form student since 4th formers are usually overwhelmed with work associated with graduation. All other members of the Council will be selected from 2nd, 3rd and 4th forms only. In addition to the aforementioned members of the Student Council, seven (7) prefects will be chosen from among all the presidents.

The council shall hold office for a period of one school year after which a new council is elected; the outgoing president will function as an ex-officio member on the newly elected Student Council. Nominations are expected by the beginning of the second week of September; after which students will be given 2 weeks to campaign. Elections will then be held, in a democratic fashion, in the last week of September; All students are expected to vote. The swearing in of student council members, should take place by the first week of October.

FUNCTIONS OF THE COUNCIL
1. Hold meetings at least once a month or as is necessary to review development and discuss plans on important issues.
2. Report its business/decisions, etc. through the student president to teacher in charge of Student Services. This teacher will in turn convey such recommendation to the Administration and Staff.
3. Plan annual student activities.
4. Organize and conduct sessions to ensure that school rules are known and obeyed.
5. Organize sessions to help students with academic, financial or behavioral problems.
CRITERIA FOR ELEGIBILITY OF STUDENT COUNCIL OFFICE
1. Students office holders must have an obligation to demonstrate academic involvement, achievement and progress.
2. All students’ office holders must maintain a G.P.A. of at 2.5.
3. Students must be articulate and be prepared to make presentation on behalf of the school and student body at all times.
4. Students office holders must complete at least one year of study at Independence High School.
5. Student office holders must NOT be on academic, disciplinary or administrative probation.

FUNCTION OF STUDENT COUNCIL PRESIDENT
- Serve as the head of the council
- To air out all students grievances to the administration for solving.
- To make sure that all students are comfortable in the school with the teachers and all the prefects, so that they can learn smoothly.
- Sit in staff and Board meeting (subject to approval) to voice students’ concerns, especially when it is the general consensus of the student body that no other avenues exist through which to create the desired change.
- Coordinate all activities of the Student Council.
- Seek to ensure that students are aware of school rules and that they are obeyed.
- Plan with his/her council, activities for the student body.
- Make annual plans and activities and submit these for approval to Vice Principal – Student Affairs.
- Be responsible for scheduling and running all meetings of the council
- Oversee the general operation of the members and to insure their duties are being fulfilled
- When necessary, initiate voting on council matters

The Vice President shall:
- Be responsible for upholding the Council’s Constitution and By-laws
- Evaluate all Student Council proceedings, events, and activities, to ensure they are in-line with the expectation of policies of the school.
- During general meetings, the Vice President will be responsible for taking general notes on the board and insuring the meeting is running smoothly, and effectively, and that all present members are sufficiently engaged

The Secretary shall:
- Be responsible for writing and distributing an agenda for each meeting.
- Maintain records of official minutes for all Meetings.
• Report on the previous meeting’s minutes at each meeting before submitting them as official record
• Report progress made in any council goals, activities, or events

The Treasurer shall:
• Be responsible for reporting at each meeting the status of the council budget. This information shall include profits, expenditures, and available revenue.
• Advise the council on any matters potentially involving fundraising or the use of council funds

SCHOOL PREFECTS

Prefects are students who are basically an extension of the school administration and are utilized to enforce school regulations. Prefects are usually chosen because of their maturity, leadership qualities and good behavior, so being chosen as a prefect, while it has its irritations, is considered an honor.

Duties and Function
• School prefects can serve as a liaison between students and teachers, helping both to get their sides heard and understood, and speaking on the behalf of students who are too shy, frightened or cynical to speak for themselves.
• Prefects are often used to pass on information to the students, both formally and informally.

• Prefects are used as buzzer monitors. They ensure no one is in the outside of classes, unless are authorized.

• Prefects are counted on to enforce the school rules and to report infractions to teachers or administrators.
## CREDIT HOUR SYSTEM

<table>
<thead>
<tr>
<th>SUBJECTS</th>
<th>FORM 1</th>
<th>FORM 11</th>
<th>FORM 111</th>
<th>FORM 1V</th>
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<tr>
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<td>FOOD &amp; NUTRITION/T.D.</td>
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<td>TECHNICAL, DRAWING</td>
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<td>HISTORY</td>
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<td>P. O. B.</td>
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<td></td>
<td>B/G/T</td>
<td>B/G/T</td>
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<tr>
<td>O.A./THM</td>
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<td>-</td>
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<td>4</td>
</tr>
<tr>
<td>P. O. A.</td>
<td>-</td>
<td>-</td>
<td>B/T</td>
<td>B/T</td>
</tr>
<tr>
<td>KEYBOARDING/COMP.</td>
<td>3</td>
<td>3</td>
<td>4</td>
<td>4</td>
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<tr>
<td>BIOLOGY/H&amp;S BIOLOGY</td>
<td>-</td>
<td>-</td>
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<td>5</td>
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<tr>
<td>CHEMISTRY</td>
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<td>5</td>
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<td>PHYSICS</td>
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<td>5</td>
<td>5</td>
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<td>P. E.</td>
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<td>1</td>
<td>-</td>
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<tr>
<td>Expressive Arts</td>
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<td>-</td>
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<tr>
<td>Creative Arts</td>
<td>2</td>
<td>-</td>
<td>-</td>
<td>-</td>
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<tr>
<td>Electrical Engineering</td>
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<td>1</td>
<td>1</td>
<td>1</td>
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<tr>
<td>Building Construction</td>
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<td>5</td>
<td>B/T/T</td>
<td>B/T/T</td>
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<td>ELEC. DOC. PREP. &amp; MANAGEMENT</td>
<td>1</td>
<td>1</td>
<td>-</td>
<td>-</td>
</tr>
</tbody>
</table>
INTRAMURAL SPORTS – HOUSE COORDINATORS/MEMBERS
2014 - 2015

**HOUSE COORDINATORS**

**EXODUS**
HOUSE LEADER: HILBERTO ARZU
PAULINO TEUL
PROFILIO TEUL
ROMINA POP
DELANO PALACIO
SYLVIA ADOLFSEN

**FALCONS**
HOUSE LEADER: PATRICIA POP
DELBERT GARCIA
APOLONIO MAI
DESIREE SAMPSON
AARON GARBUTT
ANSUCION TUSH

**LIGHTNING BOLTS**
HOUSE LEADER: ALDOS FOREMAN
CAREEENA ROBINSON
JAPHET TORRES
SHARON MONROY
VANITA WILLIAMS
JOSHUA TECK

**TORNADOES**
HOUSE LEADER: EDWIN ALVARADO
CURTIS GODOY
DELCEIA PALACIO
HERMINIO PATT
JONATHAN COC
LEAH PATT

**HURRICANES**
HOUSE LEADER: BART ELLIS
TRISTINE SAINSBURY
ELMAROSE LAMBEY
DOMINGO POP
DEON WESTBY
WILMA LONGSWORTH

**TSUNAMI**
HOUSE LEADER: TAMARA RECINOS
KEISHA BECK
VIRGILIO NICHOLSON
TERRILYN HUMES
ISEVERIO SALAM
KARL BURKE

**COMMETS**
HOUSE LEADER: AUSTIN PETILLO
ROBERTO GUTIERREZ
JENARO LOZANO
BUKOLA ADESINA
FLORENTINA SANCHEZ
MATILDA SHAL

**STARZ**
HOUSE LEADER: MARLON MELENDEZ
ANITA SMITH
GENARO CHIAC
CONSTANCIO TEUL
CHRISTOPHER HULSE
MARGARITA YAXCAL

PROGRAM COORDINATORS (2014–2015)

**HEAD -**
ANTONIO BAPTIST

**CLIFFORD GARBUTT**
STUDENT AND PARENT INFORMATION

Preamble

Based on the Education Rules we are mandated to “establish and promulgate rules and regulations governing the responsibilities, behavior and dress of students. Such regulations shall dictate the behavior, dress and responsibilities of students while at school but may also impose school-related responsibilities and dictate general comportment while not at school.”

Assembly

Each class is responsible for organizing and presenting an assembly which should last between twenty to thirty minutes. The assembly should consist of the following:

- Raising of the flag and singing of the national anthem
- A scripture reading followed by a prayer
- A theme that should be portrayed and expounded on
- A safety tip for the week

Assemblies begin five minutes after homeroom period and all are required to be punctual. Students are to be attentive and respectful during assembly. Caps are not to be worn during this time.

Bicycles

Students bringing their bicycles to school are to ensure that it is properly locked and parked in the designated areas (bike racks). The school is not responsible for lost or stolen bicycles.

Change of Address

If you have a change of address or a change in phone number at any time after completion of registration, or throughout the school year, you should notify the office immediately.
Classroom Code of Conduct

For learning to take place in the classroom, a certain level of discipline must be exercised by the students. Although we recognize that “kids will be kids” and a certain level of mischief will exist, students must realize that poor discipline in the classroom causes them to be non-productive and has a negative effect on everyone.

Students are thus expected to:

1. Observe a code of conduct befitting all citizens by the use of proper language, etiquette and appearance.
2. Be prompt in arriving to their assigned places.
3. Keep their desk, their classroom, and their surroundings tidy and orderly.
4. Refrain from eating in the classroom.
5. Have their textbooks, supplies, and equipment.
6. Do their homework.
7. Respect their teachers, even when they disagree.
8. Respect themselves and the worth and dignity of others.
9. Respect the rights of fellow students.
10. Devote all their energies toward realizing their potential.
11. Refrain from being loud in and out of class.
12. Follow school rules and regulations.

Computer Ethics

Students have access to the computer facilities at IHS. The computers are to be used for school related work only. The same applies if students choose to bring their personal computers (laptops). Students must ensure the safety of their laptops; the school is not responsible for lost or stolen laptops.

Computers must never be used to:

- To tamper with other people’s files
- To look through other people’s files
- To play or download games
- To access social networks (facebook, hi5, twitter)
- To steal information (hacking)
- To access pornographic materials
Counseling

IHS has a school counselor whose major role is for personal counseling (confidential discussions of personal concerns or crisis). However, educational and career counseling is also provided. Students may seek the help of the counselor of their own initiative but teachers or parents can also recommend the students for counseling.

School Nurse

In the case of minor medical circumstances (headache, diarrhea, menstrual issues, minor cuts and bruises, etc), students can visit the office of the school nurse. However, students must first obtain teacher’s pass or a note from the Vice Principal of students’ affairs to see the nurse during class sessions; they can visit the nurse at their discretion only during break sessions. In the case of severe injury, trauma or illness students are referred to the Independence Polyclinic; parents/guardians will be notified in the event the student is transferred for treatment. To facilitate this process, parents are advised to ensure that their child/children obtain a valid social security card and provide a copy of it to the administrative office.

Library Services

Students can access the services of the library and/or librarian for purposes of research, investigation or recreational reading during break sessions or after school hours. During class sessions, subject teachers may make arrangements for a particular class to visit the library to utilize resources.

Currently, the IHS library is equipped with encyclopedias, magazines, novels, academic related books, newspapers and five (5) fully equipped desktop computers. Students also have the option of signing out books or other resources provided that they are returned in good condition on the date established upon extraction. In the event that extracted resources are not returned on the due date established a small fine of $1.00/ per day late will be charged. Students must pay the imposed fine before being allowed the option of extracting further resources. Copy and printing services are also provided to students at a cost of $0.25 per page.
**Campus Security**

Independence High School is currently in the process of upgrading its security system. Currently there are two security officers on staff equipped with metal detectors who execute routine inspections of students at the main entrance, students around the campus during school hours and campus hotspots.

The security officers are also charged with the responsibility of identifying, logging and tagging of visitors. All visitors must obtain a visitor’s pass in order to gain access to campus grounds. The security officers also reserve the right to deny the entrance of any visitor pending confirmation by administration.

**OTHER RELEVANT INFORMATION**

**Fund Raising**

Students are required to participate in fund-raising activities either by selling tickets for raffles, food sales, etc. or by making direct contributions if they are unable to do so because of their religious persuasion.

**ID Cards**

Each student will be issued an ID card at the beginning of the school year. This must be worn at all times when on campus and while attending any school related activities. Students may not be allowed on campus without an ID card.

If the card is lost it must be replaced at the student’s expense.

**Absence from final exam**

Students who are absent from a final exam for some unforeseen circumstances must report to school (secretary office) as early as possible to sit the exam missed. The secretary will indicate the time the exam will be administered to those students.
DETENTIONS

DETENTION

All detentions are served on school Days and can be for a duration of two hours (2) between 1:30 and 3:30 p.m.. Provision may also be allotted for detentions to be held during break times depending on the severity of the infraction (left to the discretion of the admin.). Suspensions are served on Saturdays from 8:30 – 3:00.

Detentions and suspensions will be supervised by a designated staff personnel. The Vice Principal of student affairs will provide a reminder to students who are to report for detention.

DISCIPLINARY COMMITTEE

The disciplinary committee, which comprises of five members, shall convene to consider serious disciplinary problems and make recommendations to the Board.

The five members are: The Vice-Principal of student affairs, one parent from the PTA executive and two staff representatives, a senior level teacher and a junior level teacher and a member of the Board of Governors.
POSITIVE BEHAVIORAL RE-ENFORCEMENT PLAN

- The Positive Behavioral Re-enforcement plan will categorize the different levels of infraction. Each level of infractions will be complimented with its corresponding level of consequences.

- Consequences are itemized not with the intent of how they will be implemented. However, they can be utilized based on the teacher’s discretion of effectiveness relating to the circumstance.

<table>
<thead>
<tr>
<th>Level One Infractions</th>
<th>Level One Consequences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Breaking class rules</td>
<td>1. Warning and remind students of rules</td>
</tr>
<tr>
<td>Sleeping in Class</td>
<td>2. Put students away from class setting for (10 mins)</td>
</tr>
<tr>
<td>Out of seat without permission</td>
<td>3. Write in log book</td>
</tr>
<tr>
<td>Wasting time</td>
<td>4. Keep students in after school</td>
</tr>
<tr>
<td>Tardy with or without disruption</td>
<td>(student/teacher conference)</td>
</tr>
<tr>
<td>Noisy</td>
<td></td>
</tr>
<tr>
<td>Cursing (accidental)</td>
<td></td>
</tr>
<tr>
<td>Lack of school supplies</td>
<td>1. Warning (student/teacher conference)</td>
</tr>
<tr>
<td>Throwing objects</td>
<td>2. Send to Vice – Principal</td>
</tr>
<tr>
<td>Excessive use of restroom</td>
<td>3. Call parents (parent/student/teacher/vice - principal conference)</td>
</tr>
<tr>
<td>Not following Dress Code (note should be given to student to remain in class)</td>
<td>4. Warning (student/teacher conference)</td>
</tr>
<tr>
<td>Putting on makeup in class (students should be asked to take off such)</td>
<td>5. Send to Principal</td>
</tr>
<tr>
<td>Not having I.D</td>
<td>6. In school suspension</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Level Two Infractions</th>
<th>Level Two Consequences</th>
</tr>
</thead>
<tbody>
<tr>
<td>Using electronics/cell phone</td>
<td>1. Confiscate electronics hand in to V. P</td>
</tr>
<tr>
<td>Chronic class disruption</td>
<td>2. Send to vice- Principal</td>
</tr>
<tr>
<td>Leave class without permission</td>
<td>3. Call parents (parent/student/teacher/vice-principal conference)</td>
</tr>
<tr>
<td>Not showing up for in class detention</td>
<td></td>
</tr>
<tr>
<td>Refusal to follow instructions</td>
<td></td>
</tr>
<tr>
<td>Misuse of equipment and/or classroom materials</td>
<td></td>
</tr>
<tr>
<td></td>
<td>1. Warning (student/teacher conference)</td>
</tr>
<tr>
<td></td>
<td>2. Send to vice-Principal</td>
</tr>
<tr>
<td></td>
<td>3. Call parents (parent/student/teacher/vice-principal conference)</td>
</tr>
<tr>
<td></td>
<td>4. Send to Principal</td>
</tr>
<tr>
<td></td>
<td>5. In school suspension</td>
</tr>
</tbody>
</table>
| Intentional missing class | 1. Warning /teen talk have student do in class apology to student / class /teacher  
| Bus violations | 2. Detailed in log book  
| Defiance | 3. Send to vice – principal  
| Disrespect to teacher | 4. Counseling session  
| Habitual tardiness | 5. Call parent (parent/student/teacher/vice-principal conference)  
| Talking back/deliberate use of profanity | 6. In school suspension  
| Minor destruction of school property |  
| Verbal sexual harassment |  
| Cheating and/or forgery | 1. Paper taken away (zero is given)  
| Home work/assignment | 2. Send to vice-principal  
| Test/Quiz/Projects | 3. Counseling session  
| | 4. Call parent(parent/student/teacher/vice-principal conference)  
| **Level Three Infractions** | **Level Three Consequences**  
| Verbal threat(s) to student or teacher | 1. Send to Vice-Principal  
| Drugs and/or alcohol | 2. Call parents (parent/student/administration conference)  
| Bomb threat | 3. Send to Principal  
| Lab safety violation (extreme) | 4. Call Police Dept.  
| Sexual harassment |  
| Theft |  
| Tantrum like or highly odd behavior |  
| Bullying (excessive esp. physical) |  
| Runs from authority figures |  
| Deviant behaviors |  
| Weapons |  
| Major destruction /graffiti or school property | Send to principal to call parent (student repaint /rebuild)  
| Fighting | 1. Send to Vice-Principal/Principal  
|
EXTRA-CURRICULAR ACTIVITIES

Student involvement in extra-curricular activities at IHS is a privilege. Students are required to sustain an overall passing average while involved in extra-curricular activities, and at all times must comply with the expectations set down by the school.
ACADEMIC INFORMATION

Calculation of Report Card Average

The Credit hour system is used for the calculation of grades. For example, Henry James has the following results for semester I of 2009-2010.

<table>
<thead>
<tr>
<th>Subject</th>
<th>Grade</th>
<th>x</th>
<th>Credit Hours</th>
<th>=</th>
<th>Total Points Obtained</th>
</tr>
</thead>
<tbody>
<tr>
<td>Math</td>
<td>75</td>
<td>x</td>
<td>6</td>
<td>=</td>
<td>450</td>
</tr>
<tr>
<td>English</td>
<td>70</td>
<td>x</td>
<td>8</td>
<td>=</td>
<td>560</td>
</tr>
<tr>
<td>Int. Science</td>
<td>80</td>
<td>x</td>
<td>4</td>
<td>=</td>
<td>320</td>
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<tr>
<td>Spanish</td>
<td>90</td>
<td>x</td>
<td>4</td>
<td>=</td>
<td>360</td>
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<tr>
<td>Social Studies</td>
<td>78</td>
<td>x</td>
<td>4</td>
<td>=</td>
<td>312</td>
</tr>
<tr>
<td>Keyboarding</td>
<td>85</td>
<td>x</td>
<td>3</td>
<td>=</td>
<td>255</td>
</tr>
<tr>
<td>Agriculture</td>
<td>82</td>
<td>x</td>
<td>4</td>
<td>=</td>
<td>328</td>
</tr>
<tr>
<td>Rel. Studies</td>
<td>95</td>
<td>x</td>
<td>2</td>
<td>=</td>
<td>190</td>
</tr>
<tr>
<td>P.E.</td>
<td>92</td>
<td>x</td>
<td>1</td>
<td>=</td>
<td>92</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>36</strong></td>
<td>=</td>
<td><strong>2,867</strong></td>
</tr>
</tbody>
</table>

Total Points Obtained ÷ Total Credit Hours = Semester Average

2,867 ÷ 36 = 79.63

The average is rounded to one decimal point. i.e. 79.6

The same process is repeated for Semester II and yearly grades.

PROMOTION CRITERIA

To qualify for promotion, a student:

- Must pass English and Mathematics
- Must not fail two majors
- Must not fail more than two subjects
- Must obtain an overall average equal to or greater than 60%

GRADUATION REQUIREMENTS

To qualify for graduation, a student:

- Must have met promotion criteria
- Must do 40 hours of community service at either 3rd or 4th Form and 1 hour of service at the school
- Must be in compliance with all rules and regulations of Independence High School
- Must attend Parents’ Appreciation Night
- Must have attended our institution for a minimum of three years to qualify for any of the top three positions ie. Valedictorian, Salutatorian or Vote of Thanks.
- In the event there is a known pregnancy or a student is parenting a child, he/she is not allowed to participate in graduation ceremonies
- is expected to comply with all graduation requirements. (Attending marching practice, use of proper dress code, attending singing practice.)
- is required to uphold a strong value system indicative of a respectable citizen.

Honor Roll

Honor Roll recognition is given to students who achieve an Average of 80% or above at the end of each semester.
EXAMINATION GUIDELINES

1. Students are to comply with all uniform requirements prior to sitting of examinations;
2. All bags are to be placed in one location at the front of the classroom;
3. No cell phones or electronic gadgets are to be in possession of students during exams;
4. Non-programmable, scientific calculators are to be used ONLY for subjects for which authorization has been given by subject teacher;
5. There should be no sharing of equipment or exam materials during the course of exams;
6. Students are to raise their hands to get the supervisor’s attention in the event there is a concern with the exam or there is a need to leave the exam room;
7. A student must get permission from the supervisor to get additional materials from his/her bag if such is required;
8. In the event a student is caught copying, the following measures will be implemented:
   - The evidence will be taken away from the student and presented to the administration;
   - The student will be allowed to continue with the exam providing he/she does not continue in this behavior. Such a student will be called in to office to discuss the matter along with the supervisor at which time a decision will be taken;
   - If found guilty, the student will be given a ‘zero’ on that exam and may be subjected to a suspension.
   - If a 4th form student is found copying or engaging in acts of dishonesty as it pertains to our exams, he/she may not be allowed to participate in our graduation activities ie. Parents’ night, prom and graduation in addition to being granted a ‘zero’ on the exam or exams for which he/she was found copying.

TEACHERS

1. Supervisors are advised to check all materials in the possession of students prior to the commencement of the exam and ensure bags are placed in front of classroom.
2. Supervisors are to be vigilant at all times ie. moving around the classroom on a regular basis with the purpose of observing students’ behaviors;
3. There should be no use of cell phones or other electronic devices for the duration of a teacher’s supervision – these gadgets are to be turned off or placed on silent;
4. There should be no marking of exam papers or engagement in other activities that may take away from the effectiveness of a teacher’s supervision;
5. Supervisors are to seek the advice of the subject teacher in the event clarity is needed on any aspect of the exam in progress;
6. In the event a student needs to leave the examination room, the supervisor must seek the assistance of another teacher so that he/she can accompany the student;
**Summer Classes**

A student is eligible for summer class if he/she fails either English or Mathematics with an average above 50%. This program starts on the date final report cards are distributed and runs for three (3) weeks. A fee of $100.00 is paid by the student to be a part of this program. If a student should fail both English and Mathematics, he/she may have to repeat as the two programs are offered simultaneously.

**Calculation of Grade**

On completion of program, new Semester II and Yearly Averages are calculated (Old Semester 2 Average is replaced by the summer program average). For example, Henry James final result for Mathematics is as follows:

<table>
<thead>
<tr>
<th>FORM II</th>
<th>Semester I Average</th>
<th>Semester II Average</th>
<th>Old Yearly Average</th>
<th>Summer Program Average</th>
<th>New Semester II Average</th>
<th>New Yearly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>HENRY JAMES</td>
<td>54</td>
<td>60</td>
<td>57</td>
<td>74</td>
<td>74</td>
<td>64</td>
</tr>
</tbody>
</table>

\[
\text{Semester I Average} + \text{New Semester II Average} / 2 = \text{New Yearly Average}
\]

\[
54 + 74 / 2 = 64
\]

Henry James now qualifies to move on to the next level. An adjustment is made to Henry’s Information Sheet on file. This is enacted as follows:

**INDEPENDENCE HIGH SCHOOL**

**SUMMER PROGRAM – STUDENT RESULT FORM**

STUDENT’S NAME: __________________________ PROGRAM: ______________

STATUS: PROMOTED TO: ______________ REPEAT FORM: ______________

Omar Longsworth (Mr.)
Principal.
Summer Program 2010

<table>
<thead>
<tr>
<th>STUDENT NAME</th>
<th>Semester I Average</th>
<th>Semester II Average</th>
<th>Old Yearly Average</th>
<th>Summer Program Average</th>
<th>New Semester II Average</th>
<th>New Yearly Average</th>
</tr>
</thead>
<tbody>
<tr>
<td>HENRY JAMES</td>
<td>54</td>
<td>60</td>
<td>57</td>
<td>74</td>
<td>74</td>
<td>64</td>
</tr>
</tbody>
</table>

Omar Longsworth (Mr.)
Principal.

Orientation

Diagnostic Testing

All new students are required to report to school the Friday prior to the commencement of the orientation for diagnostic testing in Math and English. These tests allow us to determine the level of students in those subject areas and determine those who will be fully involved in remedial Math or English for the two week period.

These students will not be in the regular sessions with the other students. In addition, they will continue in remedial classes when school resumes in August and will remain there for the entire school year. Sessions in Life Skills and Information Technology will be provided during the course of each day.

Orientation

An orientation for all first form students is held during the first two weeks of July. The program of activities is as follows:

Day 1 – students are introduced to their classes and Homeroom Teacher. Each Class is involved in the following:

- Preparation of duty list
- Checks on uniform
- Preparation and explanation of timetable
- Tour of campus
- Providing size of physical education uniform
- Taking of ID pictures
- Develop classroom rules
- Preparation of classrooms
- Discussion of school rules
- Discussion on general expectations
All students remain in their assigned classes for this day. Students assigned to remedial Math or English will go to the assigned room on day two where they will remain for the rest of the orientation period.

HOMEROOM

All effort is made to provide students with the Homeroom Teacher that will work with them for the remainder of the school year.

Day 2-5 - teaching of respective subject areas by teachers who will be teaching these students for the new school year. Subjects include:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Periods</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>6</td>
</tr>
<tr>
<td>Math</td>
<td>6</td>
</tr>
<tr>
<td>Spanish</td>
<td>3</td>
</tr>
<tr>
<td>Social studies</td>
<td>2</td>
</tr>
<tr>
<td>Science</td>
<td>3</td>
</tr>
<tr>
<td>Information Technology</td>
<td>2</td>
</tr>
<tr>
<td>Life Skills</td>
<td>2</td>
</tr>
</tbody>
</table>

WEEK TWO

Day 1 - 2 – teaching of respective subject areas

Day 3 – parent/students/teachers appreciation day

First part of the day is intended for homeroom teachers to continue the familiarization process with their students. Surveys are conducted and individual discussions with students by teacher.

Parents/guardians must attend school for a familiarization session with teachers and students. This runs from 11:00 a.m. through 1:00 pm. And refreshments are served after formal session. It must be noted that the child’s continued attendance to our institution is dependent on the parent’s attendance to this session.

Day 4 - 5 - regular teaching of respective subject areas. A class function is to be organized by homeroom teachers for the second half of day 5.

PROGRESS REPORT

Teachers are required to engage in meaningful evaluation of students’ performance during the two week period. Grades are entered in the ilearn program and a report card is generated and provided to the student.

COURSE OUTLINE

Each subject teacher is required to provide a plan of work for the two weeks of orientation. All content should be an introduction to the subject area to determine students’ level and identify areas that will need to be dealt with.
**Repetition**
A student may repeat twice during her/his time at our institution. Government of Belize will continue to pay in full for a first time repeater. If this student should fail again, the parent will be required to pay 35% of the cost to have her/his child repeat.

**Remedial Program**
This program is offered to assist students in subject areas where they face most difficulties. If they are failing more than one subject, they are placed in the program where the most assistance is required. Remedial Programs are offered on Wednesdays 7:40 – 8:40 a.m.

**REGISTRATION PROCESS**

For application to be processed, all applicants must present the following:

A copy of Birth Certificate and Social Security Card. For non-Belizean Residency Card or Passport.

$10.00 application fee for all applicants.

P.S.E. results and standard VI report card.

Payment of the following fees:
- $20.00 Registration Fee for all students
- $40.00 for Physical Education Uniform
- $10.00 Identification Card
- $10.00 Security Fee
- $70.00 for school development (paper, furniture)
- **$150.00** TOTAL

**PLUS**

1st and 2nd Form Students
- $250.00 semester Fee for one year. (Sports, agriculture, lab, computer, typing, building)

3rd and 4th Form Students
- $230.00 semester Fee for one year. (Sports, agriculture, lab, computer, typing, building)
CLUBS

In order to enhance the school spirit at our institution, we promote informal education through the idea of CLUBS. One session per week is allotted for the first and second form students to participate in a club activity of their choice. These students are given the opportunity to sign up and participate in these weekly organized activities by their club leaders and in turn receive a letter grade on their report cards.
STAFF SCHOLARSHIP PROGRAM

The *I.H.S. Staff Scholarship Program* was developed out of an arrangement where staff members agreed to make a $10 monthly contribution to a common fund. The funds pooled from this arrangement are used to provide financial assistance to deserving students from any of the 15 villages served by our institution. This program was developed on the premise that the beneficiary must be willing and prepared to work a specified number of hours per week in an area to be determined by the staff.

The scholarship will be granted on a year to year basis and retaining the scholarship is dependent on passing each year and also on maintaining very good behavior.

To qualify, a student must:

- Be accepted at Independence High School
- Be prepared to work at school for a specified number of hours in a given area of need by the school.
- Has the economic need.
- Demonstrate an interest in community service.
- Demonstrate a positive attitude to education.
- Has the appropriate academic aptitude.
- Has good conduct
- Be recommended by a former teacher and a village leader.
- Write an essay of not more than 200 words indicating why he/she should be awarded the scholarship.

Additional Financial Assistance Available for Students

1. Belize Telemedia Limited scholarship program
2. Belize Social Security Scholarship Program
3. Rotary Club scholarship (Peninsular students only)
4. Government of Belize Assistance Program
5. NGOs Scholarship Programmes
Classes at Independence High School run for 40 minutes on an ordinary day. This means that students receive nine sessions for a particular day with duration of forty minutes for each session. In special and isolated cases, where an interruption is necessary a thirty minutes schedule is used. This means that students receive nine thirty minute’s session for that particular day.

<table>
<thead>
<tr>
<th>TIME</th>
<th>CLASS</th>
</tr>
</thead>
<tbody>
<tr>
<td>8:00- 8:40</td>
<td>SESSION 1</td>
</tr>
<tr>
<td>8:40-9:20</td>
<td>SESSION 2</td>
</tr>
<tr>
<td>9:20-10:00</td>
<td>SESSION 3</td>
</tr>
<tr>
<td>10:00-10:30</td>
<td>BREAK</td>
</tr>
<tr>
<td>10:30-11:10</td>
<td>SESSION 4</td>
</tr>
<tr>
<td>11:10-11:50</td>
<td>SESSION 5</td>
</tr>
<tr>
<td>11:50-12:30</td>
<td>SESSION 6</td>
</tr>
<tr>
<td>12:30- 1:00</td>
<td>BREAK</td>
</tr>
<tr>
<td>1:00-1:40</td>
<td>SESSION 7</td>
</tr>
<tr>
<td>1:40-2:20</td>
<td>SESSION 8</td>
</tr>
<tr>
<td>2:20 – 3:00</td>
<td>SESSION 9</td>
</tr>
</tbody>
</table>

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</tr>
<tr>
<td>12:00-12:30</td>
<td>SESSION 8</td>
</tr>
</tbody>
</table>
PERMISSION SLIP

A permission slip is used in the event students violates a particular code of conduct, requires permission to access first aid assistance or need to leave campus.

In the event a student is not properly attired, late, absent from class or needs first aid, a permission slip must be granted to the student before he/she enters the classroom setting. A note from a parent is required in some instances prior to the permission slip be granted by a member of staff.

If a student needs to leave campus for any apparent reason, he/she must access a permission slip from a member of the administration before leaving.
Note: Please feel free to remove this page and present to the administration in order for us to review and take into consideration any suggestions you may have which may help us to further improve our student handbook.

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It is the mark of an educated mind to be able to entertain a thought without accepting it.
- Aristotle

Education's purpose is to replace an empty mind with an open one.
- Malcolm S. Forbes

Education is the ability to listen to almost anything without losing your temper or your self-confidence.
- Robert Frost

In education it isn't how much you have committed to memory or even how much you know. It's being able to differentiate between what you do know and what you don't. It is knowing where to go to find out what you need to know and it's knowing how to use the information you get.
- William Feather

The mind is not a vessel to be filled, but a fire to be ignited.
- Plutarch

I hear, and I forget.
I see, and I remember.
I do, and I understand.
- Chinese Proverb

The objective of education is to prepare the young to educate themselves throughout their lives.
- Robert Maynard Hutchins

The kids in our classroom are infinitely more significant than the subject matter we teach.
- Meladee McCarty

It is possible to store the mind with a million facts and still be entirely uneducated.
- Alec Bourne