

JUNIOR SCHOOL - 2009-2010

Queen Margaret's Junior School is an independent school for boys and girls that is anchored by nearly century of tradition. Our School challenges and nurtures each student to develop their intellectual ability, to discover their creative and athletic talents, and to make a meaningful contribution to their community. At Queen Margaret's School, we teach our students to think critically, to lead confidently, and to live honourably.

Queen Margaret's School



Welcome to Queen Margaret's School (QMS)

Since 1921, Queen Margaret's School has delivered a comprehensive university preparatory program, along with many extracurricular activities emphasizing visual and performing arts, athletics, riding and community service as a day and boarding school in Duncan, on Vancouver Island, British Columbia.

Co-ed Junior School: Jr. Kindergarten - Grade 7

Boys and girls in our half-day Jr. Kindergarten and full-day Kindergarten through Grade 7 begin the adventure of learning in a small and enriched Junior School program.

Our full day Kindergarten program buildings on our half day Jr. Kindergarten and supplements academic opportunities with constructive, supervised and respectful play.

The foundation years set the tone for each child's attitude to learning, self-esteem and work habits. Content areas include English, Mathematics, Science, Social Studies, Information Technology, Instrumental and Choral Music, Art, Drama, French, Physical Education and Sports.

Students in Kindergarten through Grade 7 learn to formulate and express their ideas in small classes. Clear expectations for behaviour and learning give students a sense of belonging and accomplishment. Small class sizes make it possible to challenge and nurture each student and promote their overall development. We give our students the tools to excel in an environment where organization, motivation, collaboration, and independent thought are expected.

Parents are an important part of our community. Regular communication can be expected from homeroom teachers. Newsletters, the school website (www.qms.bc.ca) and detailed reports keep you informed. Involvement in our Parents' Association is strongly encouraged.

Now, more than ever, the quality of your child's elementary education, and the life skills they learn along the way, determine their choices and opportunities in later life.

The Four Cornerstones of QMS: Educational Philosophy and Practice

Academic Program

Queen Margaret's School fosters academic success, by preparing students for post-secondary education at a university or college.

Athletic and Equestrian Program

Queen Margaret's School provides exemplary curricular and co-curricular athletic and club programs that provide students with the opportunity for physical, as well as their academic development.

The Fine Arts Program

Our comprehensive Fine Arts program provides students for artistic development in visual and performing arts. Our goal is to enhance self-confidence, creative expression, aesthetics and communication skills via theatrical productions, musical recitals and competitions, and art exhibitions.

Community Service

The realization that we are part of a larger community is an essential aim of education. One way to achieve this goal is for our students to be involved in the larger community through community service. (i.e.: Streamkeepers program)

Program of Study

Queen Margaret's School leads the Cowichan Valley. The British Columbia Ministry of Education's Foundation Skills Assessment (FSA) reports (2004) that QMS students meet or exceed learning expectations.

Junior School BC Provincial Curriculum Kindergarten through Grade 7

At QMS we not only deliver the Provincial Curriculum, but also provide many learning opportunities that are not offered in most public schools. We provide French instruction from Kindergarten to Grade 7 and have a music specialist who provides an extensive and enriched music program for all of our Junior School students. We provide an Information Technology specialist who teaches our students about computers, how to use a wide variety of software programs, and about the proper, safe and ethical use of the Internet. We have an art specialist for our Grade 4-7 students. We provide an extensive Outdoor Education program that extends from the Kindergarten year on to Grade 12.

The provincial curriculum is organized into two categories at the elementary level: The Primary Program (Kindergarten to Grade Three) and the Intermediate Program (Grades Four to Seven).

Kindergarten to Grade 3: Primary School

Our Kindergarten students enjoy a full-day program. During an initial period of adjustment that lasts between one and two weeks, students quickly become accustomed to spending a full day at school. Kindergarten students spend a significant part of their day engaged in structured 'play'. They learn about their new environment and our expectations for behaviour, acquiring social skills, developing communication strategies, and developing their curiosity to appreciate the world around them. Students in Kindergarten receive a snack in the morning and afternoon and will often have a nap or some quiet time during the day.

Core courses in the primary curriculum include:

| | | |
|---------------|------------------------|--------------------|
| Language Arts | Information Technology | Social Studies |
| Math | Science | French |
| Music | Fine Arts | Physical Education |

Language Arts, Math, Social Studies, Science and Physical Education are often integrated into connected learning themes in the primary grades. My Community and Me, The Seasons, The Sea, Fish, Dragons, BC Towns, and seasonal holidays, are a small sampling of such themes. Teaching in the context of a theme helps keep the learning relevant, and the students engaged in their learning.

Development of the proper use of language is the focus in primary education. It is through reading, writing, speaking and listening that we all communicate. Appropriate development with language is an excellent indicator of future success at school.

The English Language Arts curriculum as taught at QMS expands students' abilities to:

- communicate effectively in written, spoken, and visual forms
- develop positive attitudes toward learning the effective use of the English language
- make connections to other areas of study and life outside the classroom
- use language to assist them to think critically and creatively
- appreciate their own culture and the culture of others
- use technology

Our teachers use a balanced literacy approach which includes read aloud, shared reading, guided reading, independent reading, modeled writing, writer's workshop, shared writing, guided writing, and independent writing. These approaches can take on many guises from journal writing to research reports, from novel studies to choral readings. Teachers at each grade level choose developmentally appropriate approaches to literacy.

The Social Studies curriculum is designed to bring out the community values necessary to be a contributing citizen in our society. A focus on communities, beginning with the family and extending to all of Canada, helps a student become aware of the structure of our society and his or her place in it.

In the Primary years, students develop the knowledge, skills, and attitudes necessary for scientific literacy through four major processes: working scientifically, communicating scientifically, using science, and acting responsibly. An important part of learning about science is 'doing science'. Our primary teachers build on our students' natural curiosity about the world. They take them out into the forest, out to farms and the surrounding community to observe, collect samples and data. Students begin to recognize that life on earth is interrelated and co-dependent.

Mathematics is another essential area of the curriculum. Students begin by exploring numbers and counting, making patterns, examining and handling objects and shapes, solving problems, and making graphs. The foundations of arithmetic are introduced and by the end of Grade 3, students are familiar with the basic operations (+, -, x, ÷).

At QMS all children in Kindergarten through Grade Seven receive instruction in French from a specialist teacher. The focus at the primary level is to develop an awareness and appreciation of the French culture and to learn basic vocabulary, songs, and greetings. We also offer an introduction to the Japanese language and culture. An exchange teacher from Japan helps to facilitate this program.

Our music program provides extensive instruction reading rhythms and notes, singing, conducting, and in music appreciation. Students perform at school concerts and in community festivals.

Grade 4 to Grade 7: Intermediate School

School in Grades 4 to 7 is quite different than in the Primary years. Letter grades appear for the first time and 30 to 60 minutes of homework becomes a reality. Although we expect that students in Grade 4 can read independently, it will be important to continue to support your child with homework help. A quiet place to do homework at a regular time will go a long way to developing good habits that will carry your son or daughter through high school and on into university.

In the Intermediate years, your child will undergo a number of physical and social changes. But some things don't change. Communication between home and school remains of utmost importance. You should continue to talk with your child's teacher to share information and common concerns, and to work together in ways that further your child's development and learning.

Grade 7 Transition Year

We prepare our Grade 7 students for life as a senior student. We give them the tools they will need in order to excel in an environment where organization, motivation, collaboration, and independence of habit and thought are expected. To assist in this maturation process, the students receive instruction from more teachers than ever before.

As our Senior School is an all girls environment, it encourages self-expression, and eliminates many distractions that naturally occur at this age, leaving our girls to develop to their full potential. Boys in grade seven can look forward to opportunities in other independent schools. Our male Alumnae have been very successful in the following years and report back to us that they were well prepared to succeed.

Core Courses in the Intermediate Curriculum include:

Home Room Teacher:

Language Arts Social Studies Science Math Physical Education

Specialist Teachers:

French Music Art & Drama Choral & Band Home Economics Information Technology

Student Support Services

Queen Margaret's School offers Student Support Services that include academic advising & counseling services and an onsite Nurse and Health Centre.

QMS is a preparatory school with rigorous academic expectations. Some students will experience difficulties with their learning process, and where possible, assistance will be arranged to help overcome such difficulties. It should be noted that parents/guardians might be requested to provide the school with a professional evaluation from a certified Educational Psychologist if we do not have the capacity to provide for your child's needs.

Equestrian Centre Riding Program

Queen Margaret's School also offers an exemplary riding program at the Shirley Burr Equestrian Centre on our 27-acre campus. In our Junior School, we offer introductory programs for riding including riding lessons for novice and competitive riders.

Extra-Curricular Activities

| | |
|----------------------------------|---------------------------|
| Outdoor Education | Jr. Drama Productions |
| Track & Field | Field Hockey Grades 4 – 7 |
| Soccer, Grades 4-7 | "Save the Children" Fund |
| Volleyball, Grades 6-7 | Gardening Club |
| Basketball, Grades 4-7 | Private Music Lessons |
| Girls Soccer, Grades 6- 7 | Floor Hockey |
| <i>Intro to Equestrian Sport</i> | Art Exhibitions |

Tuition Fees - September 2009 - June 2010

DAY STUDENTS (Tuition Only)

| <u>Grade Level</u> | <u>Annual Tuition Fees</u> | <u>Monthly Payment Option</u> |
|------------------------|----------------------------|-------------------------------|
| Junior Kindergarten | \$3860** | \$396 |
| Kindergarten – Grade 3 | \$7750* | \$785 |
| Grade 4 – Grade 6 | \$8520* | \$862 |
| Grade 7 | \$9400* | \$950 |

* 1.5% tuition discount applies to full payment of fees by August 1st.

**This fee covers the Morning Preschool program only; fees for afternoon daycare are an additional \$331.50/mo.

Other notes:

Non-BC residents & First Nations families on reserve, please see note below and review fees with Admissions office.

Day students of families residing outside of BC are ineligible for the BC Education Grant and must add \$2,700 to the day fees listed above. Students whose parents reside within the Province of BC for 6 months or more of the year qualify for the grant. Some students (e.g. Status First Nations citizens living on reserve) may be ineligible for the grant or a portion of the grant. Please contact the Admissions Office (250 746-4185) for details.

The BC Provincial Government currently provides an annual grant to the School for each qualifying student. The fees above include this grant (where applicable). Parents should be aware that if the amount of the grant, as determined by the BC Government, should change, the school may have to adjust fees without notice.

Tuition Discount for Siblings:

Families with two children concurrently enrolled will receive a 20% discount off the tuition of the younger child. A 30% discount off the tuition applies to the 3rd child, and a 50% discount for the fourth and subsequent children in the lowest grades. The sibling discount applies to the tuition component of boarding fees only. See day fees for this amount.

EQUESTRIAN PROGRAMS (optional):

| <u>"Learn to Ride" Program*</u> | <u>Annual Fees</u> |
|---------------------------------|--------------------|
| One Riding Lesson/week | \$1250 |
| Two Riding Lessons/week | \$2500 |

*Riders must submit an equestrian application form. *Program fees are billed monthly over 10 months.*

ADDITIONAL SCHOOL EXPENSES:

There are other related school expenses required in addition to the above tuition fees. Please see the glossary below for a detailed description of the fees.

| <u>School Expenses (per year)</u> | <u>Jr. Kindergarten</u> | <u>Kindergarten – Gr. 7</u> |
|-----------------------------------|-------------------------|---------------------------------|
| Tuition Refund Plan | n/a | \$220 |
| New Enrolment Fee | n/a | \$500 |
| Campus Renewal Fee | \$150 | \$300 |
| Uniform | \$250 approx. | \$600-\$800 approx. |
| Jr. School Activity Fee | n/a | K-Gr. 3 \$125; Gr. 4-7 \$200 |
| Day Student Lunch Program | Included | \$440 |
| QMS Society Membership | Included | Included |

GLOSSARY of SCHOOL EXPENSES:

Tuition Refund Plan

The Tuition Refund Plan is a program which provides protection for the parents & the School if, for any reason, a student does not complete the school year. Commitments for salaries and maintenance are incurred on an annual basis; the absence, dismissal or withdrawal of a student does not reduce these operating expenses. Parents should not fully understand their annual financial obligation for tuition and other fees. For detailed Tuition Refund Information, please refer to our website or handbook, or contact our Director of Finance or Admissions Office.

New Enrolment Fee (New Students Only)

This fee supports the expansion of the school's learning resources.

Campus Renewal Fee

This fee assists the school in the continual renewal and refurbishment of buildings and property.

Uniform

New and used uniform items, including Centennial (formal) and casual uniform, athletic uniform, equestrian uniform (if required) and several optional items, are available at the School Shop located in Founder's Hall. Cost is approximate due to variety of options.

QMS Society Membership Fee

One membership to the QMS Society, entitling one parent to vote at the annual AGM is included in annual fees.

Day Student Lunch Program

QMS provides a nutritious selection of lunch items each day to all students. This mandatory cost for day students reflects the price of food only and averages about \$2.20 per day. Meals for boarding students are included in fees (breakfast, lunch and dinner).

Junior School Activity Fee

Supports School clubs, activities, guest speakers, field trips and Outdoor Education programs.

BUS TRANSPORTATION: (*All bus fees may be subject to increase.)

Ladysmith / Nanaimo \$1750.00 per year*

QMS provides bussing to and from Nanaimo with stops along the way for our day students. We have our pickup in the morning and two buses in the afternoon which allows students to get home directly after school or stay longer for tutors or our extra - curricular programs.

Chemainus / Salt Spring Island \$1400.00 per year*

We provide a morning pickup and an afternoon dropoff in Chemainus as well as at the Crofton Ferry Terminal for students coming from Salt Spring Island.

South Cowichan – Contact QMS for Pricing

We provide a morning only pickup in the areas of Shawnigan Lake, Mill Bay and Cobble Hill.

Bussing discounts for siblings (on specified routes only)

Families with two children concurrently enrolled will receive a 50% discount off the bussing fee of the second and subsequent children.

AFTERSCHOOL CARE & DAYCARE OPTIONS:

QMS provides Afterschool care when school is in session (from 3pm-5pm daily) for students in Kindergarten through Grade 7. In addition, we offer a Daycare program for our Junior Kindergarten students each day from noon until as late as 5pm. Please contact the accounting office for up to date fees if you are considering one of these options for your child.

REGISTRATION DEPOSITS:

Deposits to confirm registration are due upon acceptance. ALL Deposits are non-refundable. Tuition fees will be reduced by this non-refundable registration deposit upon payment.

| Student Program | Non-Refundable Deposit |
|--|-------------------------------|
| Junior Kindergarten Students | \$150 |
| New Day Students (K-12) | \$750 |
| Returning Day Students | \$500 |
| Equestrian Learn to Ride Program Students | \$100 |

PAYMENT SCHEDULE:

Day students have two payment options: Full payment of Fees by August 1st or 10 Monthly payments August 1 through May 1.

Responsibility for Payment

A Registration / Financial Agreement Form, a contract of obligation, must be signed annually by all parties responsible for the student's fees and returned with the registration deposit before the first day of school. Accounts falling in arrears may jeopardize the student's on-going enrollment.

Families will receive a monthly invoice outlining payments and account charges. Please contact the Accounting office at (250) 746-4185 or email: accounting@qms.bc.ca with any questions regarding your account or payment options.

Bursaries

The School recognizes that tuition and expenses can stretch a family's budget. Our bursary program was created to support our families by helping fund tuition and boarding expenses. It helps approximately 30% of current students and their families each year.

Bursaries are awarded on the basis of financial need, rather than academic standing. Every year funds are set aside to support families who need help to bridge the gap between school fees and what their family is able to pay. Qualified families may receive **up to 40% of tuition** as a bursary based on a sliding scale with a maximum of 40%.

The **Application for Financial Assistance Form** is a written financial declaration, available through the Admissions Office, and submitted to Julie Scurr, our Director of Finance. All applications are held in confidence and application information will not be released to other areas of the school. *There is no specific deadline for bursary applications.*

Thinking about applying for a bursary?

Contact our Director of Finance, Julie Scurr, or our Office of Admissions, to discuss your needs and concerns in confidence.

A World of Education Close to Home

Application to QMS

1. For enrollment details and entrance testing, contact the Admissions Office by March 1st. Applications received are subject to space availability in each grade level.

2. Submit a completed *Application to Queen Margaret's School* form and enclose:

- Your completed Parent/Student Questionnaire
- A COPY of your child's most recent report card and previous June report card
- The \$100 Cdn Application & Assessment Fee, payable by cheque, money order, or credit card (non-refundable)
- A COPY of your child's birth certificate
- A small recent photo of your child
- Riders must submit an Equestrian Program Application Form (contact Admissions Office or download from www.qms.bc.ca)

3. Sign the *Student Reference from School Official, Current English Teacher and Current Mathematics Teacher Recommendation Forms (attached within)* and submit them to your child's school for completion.

4. Contact the Admissions Office to schedule an entrance interview, campus tour and assessment.

Visit our Campus

To set up a time to see us, call the Admissions Office at (250) 746-4185 or E-mail: admissions@qms.bc.ca

Chad Holtum, Deputy Head, Office of Admissions & Advancement

Rebecca McKay, Assistant Director of Admissions

Shannon Peck, Admissions & Marketing Coordinator

Queen Margaret's School 660 Brownsey Avenue, Duncan, British Columbia Canada V9L 1C2

Tel: 1 250 746-4185 Fax: 1 250 746- 4187 Website: www.qms.bc.ca