THE BRITISH SCHOOL OF GRAN CANARIA

PARENT INFORMATION BOOKLET

KEY STAGE 5
Y12-Y13

ACADEMIC YEAR 2026-2027

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1. THE SCHOOL

Should you wish to contact School for general information, please do so via the school's office, however, for more specific issues or concerns the following contacts are also available;

Headmaster: director@bs-gc.net
Chair of Governors: chiarofgovernors@bs-gc.net

The school is located on two sites.

TAFIRA & OFFICE
Pupils between the ages of 3 and 18

Crta. Marzagán a Tafira s/n
35017 Las Palmas de Gran Canaria
Gran Canaria
Tel: 928 351 167 Fax: 928 351 065
e-mail: oficina@bs-gc.net

SOUTH
Pupils between the ages of 3 and 11

Calle Mar de Azor 3, Urb. El Hornillo,
35100 San Bartolomé de Tirajana
Gran Canaria
Tel: 928 142494 Fax: 928 148573
e-mail: south@bs-gc.net

The British School of Gran Canaria is an independent, non-profit making, non-denominational school that provides a complete education for boys and girls of all nationalities from nursery to university entrance. The education is based on the British model and with the exception of Spanish language and humanities classes the medium for learning is English. The School and its studies are fully recognised by the Spanish authorities.

2. OUR SCHOOL'S CORE VALUES

- Honesty
- Fairness
- Responsibility
- Caring
- Recognising worth in others
- Respecting yourself
- Achieving potential

3. SCHOOL VISION

To recognize and release the unique potential of each student, equipping them with the skills, knowledge and values to meet the demands of an ever changing world, inspire social responsibility and a commitment to lifelong learning.

4. SCHOOL MISSION

The British School provides a quality, diverse, stimulating, academically challenging education in an English speaking environment; preparing students of all nationalities to become successful, enthusiastic, well prepared citizens of the future.
Our students are confident, creative, independent thinkers who thrive in an atmosphere where friendship, communication, honesty and trust are highly valued. Committed staffs inspire our pupils to maximise their individual potential in a happy, safe and welcoming environment.
We foster a sense of responsibility, self-control, mutual respect and tolerance, where academic success goes hand-in-hand with the personal and social development of each individual.

5. SCHOOL AIMS

The aims of the British School of Gran Canaria are;

- To provide an education, cultural understanding and international awareness based on standards set for British schools.
- To prepare our students for university education in Britain, Spain and other countries with high levels of academic achievement and a range of life and 21st Century skills.
- To provide pupils with a wide range of educational experiences and learning opportunities that will prepare them for adult life with confidence.
- To promote the school's Core Values so that the school community feels secure and happy, and where all relationships are based on co-operation, tolerance and mutual respect.
- To celebrate diversity within the school, local community and wider world.

6. EQUAL OPPORTUNITIES

At the British School we believe that all individuals, regardless of race, colour, religion, gender, sexuality or ability, are of equal value.

- We do not discriminate against anyone, be they staff, pupil or visitor to the school, on the grounds of their gender and gender identity, race, religion, nationality, ethnic or national origins, sexual orientation or marital and family status.
- We promote the principles of fairness and justice for all through the education that we provide in our school.
- We ensure that all pupils have equal access to the full range of educational opportunities provided by the school and we constantly strive to remove any forms of indirect discrimination that may form barriers to learning.
- We ensure that all recruitment, employment, promotion and training systems are fair to all, and provide opportunities for everyone to achieve. We challenge stereotyping and prejudice whenever it occurs.
- We celebrate the diversity of our community and show respect for all the groups and individuals within it.
- We are aware that prejudice and stereotyping is caused by low self-image and ignorance; through positive educational experiences and support for each individual's point of view, we aim to promote positive social attitudes and respect for all.

For further information please refer to the school's Equal Opportunities Policy.

7. CONSTITUTION

The School is formally owned by a body called "The British School Association". All parents whose children attend the School are automatically eligible for Association membership. Any member is entitled to attend, speak, propose motions and to vote at General Meetings of the Association. Parents who are Association members are also eligible for election to the Association Committee and the Board of Governors.

The Board of Governors regulates all aspects of School policy (including fees, admissions, curriculum and staffing) while entrusting its effective implementation to the School's Head. The Board has fourteen members. Five are trustees who are responsible for the general long-term welfare of the School. There are two parent and two teacher governors. The Head and four co-opted governors complete the Board, which governs the School, subject to the approval of the Association.

The Association Committee convenes and manages the General Meetings. It is made up of seven members, all of whom are elected at the General Meetings of the Association.

An Annual Report is produced by the Board of Governors and circulated to all members, parents and staff.

Trustees (post held for 4 years/años)
Ms Susan Cranfield – Chairperson – 15/12/2022
Mr Richard Martin – Vice-Chair - 21/12/2021
Mr. Robert Hopkins – Treasurer – 21/12/2021
Ms Monica Vriethoff – Secretary - 15/12/2022
Ms Debbie Davies - 21/12/2020
PARENT GOVERNORS (post held for 2 years/años)
*Ms Valeria Valerii - 18/12/2024

Co-opted Governors (by invitation for 4 years)
*Luis Álvarez – 22/1/22
*Jennifer Berjon – 26/10/23
*Pablo Wood – 27/2/25
*Ylenia Castellano – 25/9/25

Teacher Governors (post held for 2 years/años)
*Rachael Harrison – 26/10/23
*Trystan Wilson – 25/9/25

Ex officio
Mr Julian Clark - Headmaster - 01/01/2012

Committees association (2 years/años)
*Jennifer Berjon – President - 18/12/2024
*Sara Mateo - Vice-President – 18/12/2024
Ms Mónica Vriethoff - Treasurer – 15/12/2022
*Pablo Wood - Secretary – 18/12/2024
*Ms Katrine Ann Song – Ordinary member – 15/12/22

Uniform
Ms Debbie Davies

Lead Governors for Key School Policies – Susan Cranfield – Coordinator
Child Protection – Susan Cranfield
Safe Recruitment – Jennifer Berjon
Health and Safety – Robert Hopkins
Anti-Bullying and Harassment – Ylenia Castellano

All governors hold honorary positions and six are currently parents of students of the School. The Board normally holds a monthly meeting and subcommittee meetings when necessary, these groups making recommendations to the Board for its approval.

*Current parents of pupils in the School

9. SECONDARY STAFF

Clark, Julian M.	Headmaster
Arocha, David	Spanish University Coordinator, EBAU Teacher and Laboratory Technician
Boyle, Anthony	Head of Creative & Performing Arts and Physical Education Teacher
Brunton, Charlotte	Head of English and CPD Lead
Bulteel, Hugo	Science Teacher
Calero, Miriam	German Teacher
Clarke, Roslyn	Assistant Head – Teaching and Learning and Science Teacher
Comoret, Emeline	French Teacher
Cooke, Anna	English Teacher, Cambridge Advanced English Teacher, History Teacher and Exams Officer
Eggar, Charlotte	Learning Support Coordinator and Assistant Teacher/Temporary Head of KS3
Froidevaux, Nathalie	French teacher, Head of PSHE, Enrichment and House Activities and Assistant Teacher
Garcia, Cristina	Head of KS3 and Spanish Teacher
Gazzotti, Lorena	Geography Teacher
Jackson, Caitlin	Physical Education Teacher
Hendy, Chris	History Teacher
Hernández, Carolina	Head of Upper School, Spanish teacher
Karamemis, Hulya	Chemistry Teacher
Kloos, Cornelie	Librarian
Loveridge, Selin	Business Studies Teacher
McCarthy, Yaiza	Cover Manager and Librarian
Parker, Dane	Maths and Science Teacher
Payne, Nick	Music Teacher
Poyser, Jane	Assistant Head - Students and English Teacher
Price, Kelly	Computer Science Teacher and AI Lead
Rodriguez, Ivan	Spanish Humanities, EBAU Teacher and Spanish teacher
Saba, Mags	English teacher
San Frutos, María Jesús	Directora Técnica and Spanish Teacher
Santana, María	Head of Modern Foreign Languages and Spanish teacher
Sherwood, Marc	Head of Science, Science Teacher, Data Lead and Timetable Manager
Stacey, Sian	Maths Teacher
Stillman, Philip	Assistant Teacher
Wallace, Clare	Head of Maths & Computer Science, Maths and Computer Science Teacher
Wilson, Trystan	Art Teacher

ADMINISTRATION AND SUPPORT STAFF

Faber, Alicia	Head of Kitchen
Gisonno, Andrea	Receptionist
González, Mima	Human resources & Personnel
González, Nereida	Secretary and Requisitions
Hay, Derek	ICT Support Coordinator
Martel, Yanira	Receptionist
Martín, Cristóbal	Head of Maintenance
Moreno, Maria	Director of Operations
Simmonds, Tara	Saturday & Summer School Coordinator
Socorro, Miguel Ángel	Head of Finance
Viera, Pablo	Reprographics

10. SECONDARY MANAGEMENT STRUCTURE

STUDENT TEAM

Assistant Head – Students – Jane Poyser
Responsible for the coordination of the Student Team with regard to all aspects of student welfare, support, care and guidance across secondary.

Head of Key Stage 3– Charlotte Eggar
Responsible for the welfare, support, care and guidance of students in Y7 – Y9.

Head of Upper School (Head of Key Stage 4 & Head of Key Stage 5) – Carolina Hernández
Responsible for the welfare, support, care, guidance and vocational guidance of students in Y10 – Y13 including support for university applications outside of Spain.

Learning Support Coordinator – Charlotte Eggar
Responsible for leading and coordinating the support of identified students on the Learning Support register.

Head of PSHE, Enrichment Opportunities and House Activities – Nathalie Froidevaux
Responsible for the design and implementation of the PSHE curriculum, the coordination of the secondary enrichment programme and the coordination of student house competitions and activities.

Spanish University Coordinator – David Arocha
Responsible for the guidance of support of Spanish university applications

TEACHING AND LEARNING TEAM

Assistant Head - Teaching and Learning – Ros Clarke
Responsible for the coordination of the Teaching and Learning Team with regard to all aspects of teaching and learning across secondary including curriculum, exams, assessment and tracking.

Head of Creative and Performing Arts – Tony Boyle
Responsible for leading the teaching and learning of Art, Music and Physical Education.

Head of English – Charlotte Brunton
Responsible for leading the teaching and learning of English and effective use of the LRC to enhance learning.

Head of Maths and Computer Science – Clare Wallace
Responsible for leading the teaching and learning of Maths, Computer Science and ICT.

Head of Science – Marc Sherwood
Responsible for leading the teaching and learning of Science.

Head of Modern Foreign Languages – Maria Santana
Responsible for leading the teaching and learning of French, German and Spanish.

Exams Officer – Anna Cooke

Responsible for the management of all school examinations including timetables, supervision, compliance and external administration.

Directora Técnica – Maria Jesús San Frutos
Responsibility for liaison with Spanish educational authorities to ensure alignment and compliance with all national requirements and legislation.

Cover Manager – Yaiza McCarthy
Responsible for the control and supervision of daily cover requirements and substitutions.

Timetable Manager – Marc Sherwood
Responsible for the construction of the annual teaching timetable for teachers and students.

11. SCHOOL DAY

8.45-8.55	REGISTRATION
8.55-9.30	PERIOD 1
9.30-10.05	PERIOD 2
10.05-10.40	PERIOD 3
10.40-10.55	BREAK
10.55-11.30	PERIOD 4
11.30-12.05	PERIOD 5
12.05-12.20	BREAK
12.20-12.55	PERIOD 6
12.55-13.30	PERIOD 7
13.30-14.25	LUNCH
14.25-15.00	PERIOD 8
15.00-15.35	PERIOD 9
15.50-16.50	ACTIVITIES

12. CLASS ORGANISATION

Age	British School	British Key Stages	Spanish System
3/4	N	Foundation	Infantil
4/5	R		Infantil
5/6	Year 1	Key Stage 1	Infantil
6/7	Year 2		Primaria 1
7/8	Year 3	Key Stage 2	Primaria 2
8/9	Year 4		Primaria 3
9/10	Year 5		Primaria 4
10/11	Year 6		Primaria 5
11/12	Year 7	Key Stage 3	Primaria 6
12/13	Year 8		ESO 1
13/14	Year 9		ESO 2
14/15	Year 10	Key Stage 4	ESO 3
15/16	Year 11		ESO 4
16/17	Year 12	Key Stage 5 (Sixth Form)	Bachillerato 1
17/18	Year 13		Bachillerato 2

ESO: Educación Segundaria Obligatoria

13. CURRICULUM

The Sixth Form corresponds to the two years of secondary education between the ages 16 to 18. The national Sixth Form qualifications in England and Wales are A2 and AS-levels.

A2-level = Advanced level
AS-level = Advanced Subsidiary level, (half A2-level)

Students can study up to four AS-level subjects during Y12 and continue studying three of these subjects up to A2-level in Year 13. Students may choose to study A2 Spanish in one year in Y12 in place of one AS level. In exceptional cases students may continue with four A levels in Y13. The curriculum is enriched vocational guidance, physical education and community service. Students in Y13 also have the option of studying Cambridge Advanced English.

The subjects studied and the respective number of periods are given below:

	Y12	Y13
A & AS-LEVELS - PER SUBJECT	8	8
Art	8	8
Biology	8	8

Business	8	8
Chemistry	8	8
Computer Science	8	8
Digital Design	8	8
English Literature	8	8
French	8	8
Geography	8	8
German	8	8
History	8	8
Maths	8	8
Music	8	8
Physics	8	8
Physical education	8	8
Spanish A Level	6	6
Spanish AS Level	4	4
Vocational guidance	1	1
Service	2	2
P. E.	2	2

14. UNIVERSITY ENTRANCE

Sixth Form education at the British School of Gran Canaria is directed towards university entrance.

15. UK AND FOREIGN UNIVERSITIES

BSGC Students receive guidance relating to access in many European countries including the UK, Spain, The Netherlands, Germany and the USA. Those who wish to study at a British university will need at least three A2-level passes, although in some cases two A2-levels are acceptable. Applications are made through a central office (UCAS) and the deadline for applications is 15 January for entry the following September. Guidance on UCAS applications will be provided during Vocational Guidance lessons.

16. SPANISH UNIVERSITIES

Students who wish to study at Spanish Universities will send their predicted grades in March for entry the following September. A minimum of three and a maximum of four A levels subjects are used to calculate the mark out of ten. For entry onto more competitive university courses, this grade may be raised to fourteen in one of two ways. The A level grades for students studying one or more of Maths, Physics, Biology, Chemistry, Geography and Business are accredited by the UNED to generate up four extra marks without the need to sit separate EBAU específica exams. For student studying other subjects the option remains to study an EBAU specific subject for examination in the May prior to September entry in the Spanish university.

17. PERSONAL & SOCIAL EDUCATION

The Curriculum includes many aspects of PSHE within subject programmes of study and during the Step Ahead Curriculum.

18. ENRICHMENT ACTIVITIES

Enrichment activities take place daily between 15.50 and 16.50. Please see calendar for dates.
Further details will be given in a letter to parents. Some are free and some are charged for on a termly basis and open to all students.

19. ASSESSMENT

There are three evaluations in the year. Please refer to the master calendar for information on exam dates and reports. The assessment of each evaluation, (relative weighting of exam and coursework), is based on 100% exam.

The correlation between the Spanish and British systems can be seen in the table below:

Sistema español	AS	A2 Grade
1	U	U
2	U	U
3	U	U
4	U	U
5	E	E
6	D	D
7	C	C
8	B	B
9	A	A
10	-	A*

The Year marks for English taught subjects in Y12 and 13 will be the external exam grades.

20. ABSENCE

Illness

If students are absent due to illness, the expectation is that they take time to recuperate and that they catch up on missed-work on their return to school. Only under exceptional circumstances, and at the school's discretion, will work be set by teachers.

Internal exams take place at the end of the first and third terms, with dates found on the school calendar and on the school website. If a student falls ill during the examination period and cannot attend school, every effort will be made to re-timetable as many exams as possible so they can be taken on their return. Under exceptional circumstances of illness some exams may be sent home.

Trips

Students are expected to attend school every day. If a student goes on a family trip/holiday during term time the student must, in advance of the trip, find out from their teachers which general topics will be studied so that they can work independently on the topics. Specific work cannot be set, rather, it must be caught up with on the student's return.

Internal exams will not be rearranged to accommodate absence due to family trips, except under exceptional circumstances.

21. ABSENCE DURING EXTERNAL EXAMS

Illness

External exams cannot be rearranged. If a student is ill on the day of an exam they must make every effort to come to school on that day. Absence may result in a fail. If a student is considered to be at a disadvantage due to poor health when taking an external exam then the school will send a request for special consideration to the exam board.

Trips

Trips must not be arranged during the external exam period.

22. PROMOTION AND VALIDATION

The promotion and validation of Spanish students is dependent on the achievement of certain minimum grades. The guidelines are given below:

Promotion/validation of Y7–Y10

It is not the policy of the school to require that pupils repeat a year if they do not achieve a level of satisfactory or higher in all of their subjects. It is essential, however, that additional work be done during the Summer to ensure that he/she is better prepared for the next and more demanding course.

*Promotion/validation of Y11

Minimum 5.0 in Spanish Language and Spanish Humanities and passes of C/4 or above at IGCSE in 4 subjects. Re-sit examinations are held in September for students who fail to gain 5.0 in Spanish Language and/or Spanish Humanities. Passes of 5 or more subjects at grade C/5 are required to access the BSGC sixth form.

*Failure to achieve these grades may result in the student having to repeat a year.

Promotion/validation of Y13

Minimum E grade in two or more A levels / two AS levels and one A level and passes of C/4 in five or more IGCSEs.

23. TUTORS

Every child at the school is assigned to a tutor. They play an important role in the pastoral care of the children. The students see their tutor at the beginning of each day for registration and throughout the week in subject classes. Should parents have any concerns about their child they should bring these to the attention of the tutor.

24. HOMEWORK

Homework is an integral and important part of the teaching at the British School of Gran Canaria. It will be set weekly and a timetable will operate to ensure that homework is evenly spread. Homework is set because:

- it can add a substantial amount of study time
- it encourages student self-reliance and independence
- it can exploit materials and resources that are not accessible in the classroom
- it allows students to complete work started in school
- it allows students to practice skills acquired in class
- it permits the setting of tasks in accordance with the abilities of individual students
- it allows students to prepare for a new section of work
- it can strengthen links between home and school

Homework assignments for Y12 and Y13 should average about 60 minutes per homework task and is set when necessary. Homework should encompass a variety of tasks. It need not necessarily be written. Reading, discovering information, performing experiments, learning by rote - these are all acceptable homework. For homework to be done well, a good working environment needs to be provided, free from the distractions of the television, computer games and mobile phones.

At the beginning of the year each student is issued with a planner to make a brief note about each individual piece of work. Homework are also be uploaded onto Google Classroom to allow student and parent access from home. The planner is also used by teachers to make comments about progress. There may not always be something written. The diary may be used for praise for work well done and also to inform you when things are not going so well. Tutors will use a student's planner to write notes about incorrect uniform, lateness to school or to lessons, sickness during the school day, etc. Tutors will check Diaries on a weekly basis.

The role of the parent is crucial if a student is to gain success from homework. Parents can assist by:

- Providing a table, chair and a quiet place to work.
- Negotiating with the student when homework is to be done as a student's free play is important too.
- Checking the time spent on individual tasks.
- Ensuring that outside clubs do not hamper a student's quality of work and put a student under undue pressure.
- Checking presentation and content of all homework being returned to school.
- Signing the homework planner each week.
- Providing the school with information about any problems through the homework diary or by contacting the school directly.

Your signature in the planner each week indicates that:

- You think your student is organised and is using their planner well.
- You are overseeing their homework and are happy with the quality, quantity and that it is being done on time.

If a student fails to do homework for no good reason he/she is likely to be given a detention after school, in addition to completing the missing work. Where a student fails persistently to produce homework, we would normally wish to discuss the problem with parents. Parents are asked to help with this matter by checking and signing the planner at the end of each week.

The planner is designed to last for the year and we hope that students will take care of it. If the planner is lost, however, a small charge will be made for a replacement.

26. ENGLISH

It is essential for the development of language skills that students continually practise their English. With the exception of language classes or subjects taught in Spanish, students are therefore required to speak in English at all times within the School. There is a system of rewards for those students who continually practise spoken English (Prizes awarded on Prize Day), and as part of the referral system there are sanctions for those students who do not.

27. SCHOOL RULES

The School's rules are designed to support the School's values in matters such as attendance and punctuality, positive behaviour, uniform and appearance, standards of academic work and to safeguard the welfare of the community as a whole. Parents who accept a place for their student at BSGC undertake to support the authority of the Heads of School and the Director in enforcing them. The School undertakes to apply any sanctions fairly, and, where appropriate, after due investigative action has taken place

1. An explanatory note from parents should be provided for all cases of absence, lateness or incorrect uniform.

2. No student should leave the school premises during the day unless accompanied by a teacher or unless arrangements have been made with parents and the office has been notified.
3. Students should always walk quickly and quietly between classes. At the beginning of each class students should form an orderly queue outside the door and wait for the teacher before entering the room.
4. All food should be eaten in the dining room or in the playground. No eating or drinking in the corridors or in a classroom.
5. Sunflower seeds, lollipops and chewing gum are not allowed in the school.
6. Homework diaries should be taken to every class, kept up to date and signed by parents.
7. With the exception of language classes English should be spoken at all times in school.
8. The use of tippex is prohibited within the school.
9. Mobile phones, cameras and personal music systems may not be used within school without permission.
10. All students should behave in a polite and sensible manner, showing respect for their environment and all persons in the school.

For further information please refer to the school's Behaviour Discipline and Exclusion Policy.

28. BEHAVIOUR EXPECTATIONS

The British School of Gran Canaria aims to produce an atmosphere in which pupils feel secure and happy in which they are encouraged to make the most of their educational experience and are able to develop relationships based on co-operation and mutual respect with other pupils and adults.

Pupils are expected to adopt the highest values and standards of behaviour both inside and outside the classroom and in any written or electronic communication concerning the school. We expect pupils to treat staff and each other with consideration, respect and good manners and to respond positively to the opportunities and demands of school life. They should care for the buildings, equipment and furniture and behave at all times in a manner that reflects the best interests of the whole community

We continually focus on opportunities to reinforce positive behaviours, particularly searching to celebrate students who demonstrate the school's core values of respect, kindness, honesty and curiosity in their daily interactions. Additionally, attainment is publicly acknowledged in the annual Prize Giving Ceremony at the end of the year alongside celebrations of students who have demonstrated the school's core values the most frequently over the year.

29. UNIFORM

There is no formal uniform for Sixth form pupils although the following rules operate:
1. Tops must be discrete.
2. All clothing must be intact, torn or ripped clothing is not permitted
3. Make-up and Jewellery must be discrete
Students should come to school dressed appropriately for study.

For further information please refer to the school's Uniform and Appearance Policy.

30. SCHOOL POLICIES

All school policies are available on the school's website.