



OUR REF :

TRN : 100483609200003

Friday, 8th October 2021

To: The Parents of students in Years 1-13 – WEEKLY UPDATE FOR THE ACADEMIC YEAR 2021-2022 (AHEAD OF WEEK SEVEN)

Dear Parents,

Greetings from Saint Mary's. We trust that this update finds you and your families safe and healthy. We would like you to read on and familiarize yourselves with all the important news for the upcoming week. (Week Seven)

IF YOUR CHILD HAS TESTED POSITIVE FOR COVID-19, YOU MUST TELL US WITHOUT ANY DELAY BY FILLING IN THE LINK ON THE WEBSITE AND UPLOADING A COPY OF THE PCR TEST-Many parents are not following this critical step and we only get to know from DHA days later. In this event we will be unable to contact trace and this could lead to multiple infections among children. WE MUST BE RESPONSIBLE IN KEEPING OUR SCHOOL COMMUNITY AS SAFE AS WE CAN.

PLEASE DO NOT SEND CHILDREN TO SCHOOL IF THEY SHOW ANY SYMPTOMS OF COVID-19. WE WILL HAVE TO CALL YOU TO TAKE THEM HOME AND THEN A NEGATIVE PCR IS NEEDED TO RETURN TO SCHOOL .(As per DHA guidelines – Students and staff who exhibit Covid-19 symptoms should stay home until they produce a negative PCR result and should be free of symptoms to resume.)

Even children who are showing symptoms at home would benefit from a PCR test and these are now free for students at SEHA centres. We can all be responsible in keeping our Marian family safe in this way.

Children who do not use the STS transport MUST carry an EMPTY CARD HOLDER ON A LANYARD FROM NEXT WEEK.

1) KHDA REGULATIONS FOR ONLINE LINKS DURING FACE-TO-FACE LEARNING:

Parents are requested to kindly note that FULL FACE-TO-FACE LEARNING ON SITE has resumed for ALL students and no zoom links will be sent unless children have DHA authorisation on health grounds or if they have tested positive for Covid-19 or there is a family member has a high-risk medical condition and cannot get vaccinated for medical reasons. In this case, a medical report attested by DHA must be provided for the person with the medical condition. Please send an email to our school doctor Dr. Dayani with all the relevant details if your child falls under one of these categories. (dayani-smchs@smgeducation.org) Links will only be sent once we have the approvals from DHA.

Please read through all the information below so that you are well informed about procedures and actions being taken to ensure the safety of one and all.

a) TAKE YOUR CHILD'S TEMPERATURE BEFORE HE/SHE LEAVES HOME: All parents must take the child's temperature in the morning before leaving home. **If a child's temperature is 37.5 degrees Celsius or more, the child must be kept at home. If a child displays one or more of the symptoms listed below, kindly keep them at home.**

Things to keep in mind when self-screening each morning are as follows:

Most common symptoms

- ❖ Fever (temperature is greater than 37.5 degrees Celsius)
- ❖ Persistent dry coughing is present
- ❖ Fatigue (undue/uncommon levels of tiredness)

Less common symptoms:

- aches and pains
- sore throat
- diarrhoea
- conjunctivitis
- headache
- loss of taste or smell
- a rash on skin, or discolouration of fingers or toes

Serious symptoms:

- difficulty breathing or shortness of breath
- chest pain or pressure
- loss of speech or movement

- b) CHILDREN USING STS MUST BE ACCOMPANIED AT THE WAITING POINT BY ONE PARENT OR GUARDIAN:** Children using STS must be accompanied by either one parent or guardian so that in the event of a temperature of over 37.5 degrees Celsius being recorded, the child can be taken back by the parent or guardian.
- c) ENTRY AND EXIT MEASURES:** There will be a security guard at each entry gate and the temperature will be taken of each staff and student upon entry. ***The school will use different entry points to avoid crowding at any particular gate.*** If a child is found to have a temperature of 37.5 degrees Celsius or more, the child will immediately be taken to the **ISOLATION ROOM** and parents will be informed to come and pick up the child immediately. Parents must co-operate in not delaying in picking up their child. We have often had to wait several hours in the past and quite often parents are not reachable on the phone. Parents must be **EXTRA ALERT** in light of the COVID-19 Pandemic.

ENTRY PROCEDURES:

The school will use staggered timings for different groups of student classified by:

- 1) Students who use the buses- Buses will be driven through the compound.** Procedures have been put in place to use two different entry points internally for bus users to ensure optimal physical distancing.
- 2) Students who use public transport(Metro or RTA Bus)GATE 4: ARRIVAL TIME FROM 7:00 - 7:15 AM** These students must reach the designated gate NO. 4. These students will be admitted with temperature scanning only through a designated entry point that leads them directly to the corridors to their classes. Gates will be opened only at 6:50 am.
- 3) Students whose parents drop them offGATE 5: ARRIVAL TIME : 6:50 - 7:15 AM STRICTLY -** Parents have to leave the child with the school staff at the gate and procedures will be followed for temperature scanning and then moving them to their designated classrooms. This time slot is to be strictly followed for drop off and no child will be admitted before this slot. **STRICTLY NO PARKING or STOPPING OUTSIDE GATE NUMBER 5.** Double Parking puts our children, staff and other parents at a huge risk and is a traffic violation. Gates will open only at 6:50 am sharp. Please park your car in the available car parking slots around that area and kindly send your child to the gate or drop your child off by walking to the gate.

EXIT PROCEDURES:

The school will use staggered timings for different groups of student classified by:

1) Students who use the buses-These students will be guided by school staff from in a staggered manner (yeargroup wise) to the buses.

2) Students who use public transport:These students will be allowed to exit from GATE NO.4 . Please check the table at the end of the circular for timings.

3) Students whose parents pick them up: Parents who pick up their children will have to come in through **GATE NO. 5** and wait in a designated pick up area with physical distancing and the children will be brought there in a staggered manner. Please check the table at the end of the circular for timings.

d) USE OF FACE MASKS BY ALL STUDENTS AND STAFF (EXCEPT STUDENTS BELOW 6 YEARS):

In line with current guidance, face masks are mandatory at SMCHS for all children in Year 2 and above and all adults.

All will wear a face mask whilst at school. 3 masks are required per day. (One is to be kept as backup in case of damage or tearing to a face mask being used)

Exceptions include:

- ❖ Students under the age of 6 years
- ❖ For teachers and People of Determination that have hearing impairments, transparent masks may be used
- ❖ Children who are unable to wear masks due to medical reasons will be allowed to wear a face shield but only if supported by a medical certificate.

For all other students and staff, masks may only be removed during snack break, provided strict social distancing is maintained. **Children have to wear a face shield while eating unmasked.**

e) SANITIZER:

All staff and students are required to carry a personal hand sanitizer with 70% - 80% alcohol content. Sanitizers will be available in public areas for use by staff and students.

HYGIENE KIT:

Every child must have a hygiene kit that is sent daily in the school bag. The hygiene kit must contain:

- ❖ THREE face masks
- ❖ ONE FACE SHIELD
- ❖ One personal hand sanitizer containing 70-80% alcohol and approved for use by children.

- ❖ One pack of sanitizing wipes
- ❖ Tissues for personal use

GLOVES:

Gloves are not mandated but may be used at the discretion of students.

However if students are using gloves, they must carry an extra pair and once removed they need to be disposed.

HANDWASHING:

Hand washing remains a key preventative measure against Covid-19 and so students will be encouraged to wash their hands regularly and correctly.

Teachers will model hand washing for younger children so that they know the correct way to wash their hands.

Hand washing stations will be equipped with liquid soap and disposable paper towels and posters with effective hand washing and drying instructions

f) BREAK TIMES:

Keeping in mind the higher temperatures currently prevailing, students will be kept in their classes during the break. Once temperatures are more feasible for outdoor comfort, one class per corridor will be given a break time outside on a rotation basis with full physical distancing to ensure the safety of all.

g) VENTILATION:

Our school does not have a central AC system and each class is serviced by separate Air conditioning units. Filters will be cleaned regularly and units are regularly serviced. Ventilation arrangements have been made with open gaps in windows and class room doors will be open from time to time for fresh air circulation.

h) NO PARENTS ALLOWED ON THE PREMISES WHILE CHILDREN ARE IN SCHOOL, except while picking up younger children from the designated area.

i) The SCHOOL CANTEEN WILL NOT BE OPERATIONAL AT THIS TIME.

Kindly send a healthy snack with your child and sufficient water or juice. Children will eat their snack in their classrooms under the supervision of their teachers. Water coolers will not be operational. Parents must send sufficient water with their child. Water bottles must not be left in school. Any bottles left in school will have to be discarded according to the protocols. We have installed vending machines for water, though we still encourage parents to send sufficient water from home as this is a much safer option.

j) UNIFORMS: Students are being given one more week to secure their uniforms as many parents have still not been able to do so. However those students who have their uniforms are expected to wear the full school uniform from tomorrow. Kindly refer to our **UNIFORM POLICY** attached to this circular. **BOYS MUST HAVE A NEAT AND SHORT HAIRCUT AND GIRLS MUST NOT HAVE COLOURED OR HIGHLIGHTED HAIR. Uniforms will not be sold to students during school hours as we do not want them to miss lessons. Parents may come on a second or fourth Saturday to school from 8:00 am until 11:30 am for this purpose.**

2) TRAVEL DECLARATION:

KHDA has informed us that in line with new protocols for face-to-face learning, please note that it is no longer obligatory for schools to request parents to submit a 'Travel & Health Declaration Form', as this is embedded within the wider Dubai Protocols.

3) CRITICAL AND EMERGENCY RESPONSE REQUIRED IF ANY STUDENT TESTS POSITIVE, EVEN AT THE WEEKEND:

If any child shows symptoms of Covid-19, they must be kept at home and a diagnosis must be sought from an approved medical practitioner. **If a child tests positive, the parent must use the link on the school website and fill out the required details and upload a copy of a PCR test that has been conducted. These are critical DHA requirements and have to be treated with the utmost seriousness.** The school will then contact the parents of any other child who was in contact with the child in question as well as staff members who will also have to self isolate for 10 days as part of contact tracing requirements. ***A DHA Clearance Certificate for a child who previously tested positive is also required in order for the child to return to school.*** In addition in case a child or a parent, sibling or any family member of a child tests POSITIVE for COVID-19, an email must be sent to Ms. Lise-Ann and Dr. Dayani without delay and the child, by virtue of being a close contact, must be kept at home to self isolate for 10 days.

4) PAYMENT OF FIRST TERM FEES :

The window for payment of the FIRST TERM FEES was between the 26th of August, 2021 and 30th September 2021. Fees that have not been paid by the 30th of September 2021 will **NOW** be considered **OUTSTANDING** and commensurate actions will be applied as per regulator policy. We would like to remind ALL parents that timely fee payments are important for the sustained functioning of the school. Parents are reminded that **ALL FIRST TERM FEES**

MUST BE PAID WITHOUT ANY FURTHER DELAY IF YOU HAVE NOT ALREADY DONE SO. .

FOR MORE DETAILS ON FEE PAYMENTS KINDLY REFER TO THE SECTION ON FEES IN OUR CIRCULAR DATED 26TH AUGUST 2021.

5) HOW HAVE WE BEEN PREPARING FOR A FULL FACE-TO-FACE RETURN OF OUR STUDENTS :

- a) We have installed several hand washing stations in various outdoor locations at the school. Students will be encouraged to use these for hand washing. Shaded coverings will be installed over these wash basins
- b) In order to be compliant with ventilation requirements, we have installed 5cm window stoppers so that windows are opened with a 5cm gap and they cannot be opened more than that. We will also be installing a mesh bracket for the gap to mitigate pressure on Air conditioning units and to minimize dust.
- c) We have ordered individual desks for Years 1, 2 and 3 so that each child has their own desk and chair and we can apply the 1 metre spacing as far as possible. Year one classes will be partitioned in keeping with the requirement for safe bubbles of 15 students.
- d) We have affixed individual MY SPACE markers for every student desk to indicate the 1 metre distancing or the closest to 1 metre as is possible with the room size.
- e) We have also conducted a complete audit of the premises for Wifi and relevant actions will be taken based on recommendations.
- f) A highly rigorous cleaning system has been put into place with additional cleaning staff and documented schedules that get filed on a daily basis. All chemical disinfectants used are Dubai Municipality compliant and we have the certification for all of these.
- g) Yellow bins for medical waste (used masks, used gloves, used sanitizing wipes) have been provided in all classes. Please remind your children to be gentle on the pedals as these have come at a high cost.
- h) A detailed risk assessment has been carried out with specific relevance to Covid-19 protocols.
- i) We have a very high 99% vaccination rate among ALL our staff including teaching, non-teaching as well as outsourced support staff.
- j) We will not be in any hurry to conduct large gatherings like assemblies and other events and we will still be conducting assemblies per class of 30 students in their own classrooms.
- k) Arrivals and dispersals will be staggered to avoid crowding and we will have more on this in our next update.

l) Break times will be on a rota basis. Not all classes will be outside daily. For the time being ALL classes will have their break indoors due to HIGH OUTDOOR TEMPERATURES.

We are doing the best we can to ensure the safety of our students and staff but we cannot achieve this without the collaboration of our parents and children. Please talk to your children about the critical need for them to co-operate with us. **PLEASE SEND THE HYGIENE KIT DAILY AND ENSURE IT HAS ALL THE CONTENTS WE HAVE SPECIFIED. PLEASE DO NOT SEND YOUR CHILD TO SCHOOL IF THEY HAVE EVEN THE MIDLEST OF FLU-LIKE SYMPTOMS AND PLEASE INFORM US IMMEDIATELY VIA THE LINK IF YOUR CHILD TESTS POSITIVE FOR COVID-19.**

6) EXIT PASSES FOR A-LEVEL STUDENTS :

Parents of students in Years 12 and 13 are requested to check **ATTACHMENT ONE** of this circular and complete the necessary formalities at the earliest.

7) NGRT – NEW GROUP READING TEST FOR YEARS ONE, TWO AND THREE ONLY:

Parents of students in Years One, Two and Three are requested to check **ATTACHMENT TWO** of this circular and complete the necessary formalities at the earliest.

8) IBT ARABIC EXAM FOR ARABIC A- ARAB SPEAKERS FROM YEARS FIVE THROUGH TEN :

Parents of students in Years Five through Ten are requested to check **ATTACHMENT THREE** of this circular and complete the necessary formalities at the earliest.

9) IBT ARABIC EXAM FOR ARABIC B- NON-ARAB SPEAKERS FROM YEARS FIVE , SEVEN and NINE ONLY :

Parents of students in Years Five , Seven and Nine are requested to check **ATTACHMENT FOUR** of this circular and complete the necessary formalities at the earliest.

10) EMIRATES LITERATURE FESTIVAL OF READING (LITFEST):

We would like to remind ALL parents to go through the flyer that we have uploaded that has all the information about various competitions that are a part of the Emirates Litfest. Students can register individually for the individual competitions. If a student is interested to take part in a team event, then he/she must give his/ her name to his/ her English Language teacher and we will later conduct an internal elimination round to be fair to ALL those who express an interest. Please note that team events will require a great deal of commitment and preparation after school hours (virtually) as well as individual preparation and those who wish to take part must keep this in mind and not pull out at the last minute which compromises the work of other children in the team and hugely disadvantages them.

11) YEAR 13 EMSAT REGISTRATION:

Parents of students in Year 13 are requested to kindly go through the circular on EMSAT registrations. Payments must be made directly to the MOE but registration must be done through school. Please read the circular for further information.

12) BOARD EXAMINATION FEES:

We would like you to be informed well in advance that EDEXCEL LONDON BOARD EXAMINATION FEES will be collected in the month of NOVEMBER 2021 for students in years ELEVEN and THIRTEEN. We trust that this will help you to budget accordingly. You can check your KHDA Parent-School contract for the BOARD EXAM FEE AMOUNT for each year group.

13) URGENT QUERIES AND CONCERNS:

If you have any urgent queries and concerns, kindly send an email to our Vice Principal, Ms. Lise-Ann on lpinto-smchs@smgeducation.org and she will get back to you. Please include your telephone number in case she needs to call you.

14) STS TRANSPORT CONCERNS:

We are working closely with STS in order to solve the transport challenges that some parents are encountering and we hope that a swift solution will be found in these specific cases.

15) YEAR 12 & 13 SUNDAY ZERO LESSON:

Parents of year 12 and 13 students whose children do not use STS are being informed that those children who do not have a lesson in the Zero period on Sunday may come to school in time for the first lesson. They must use GATE 4 only for this later arrival.

We take this opportunity to wish each and every one of you a safe and happy week ahead.

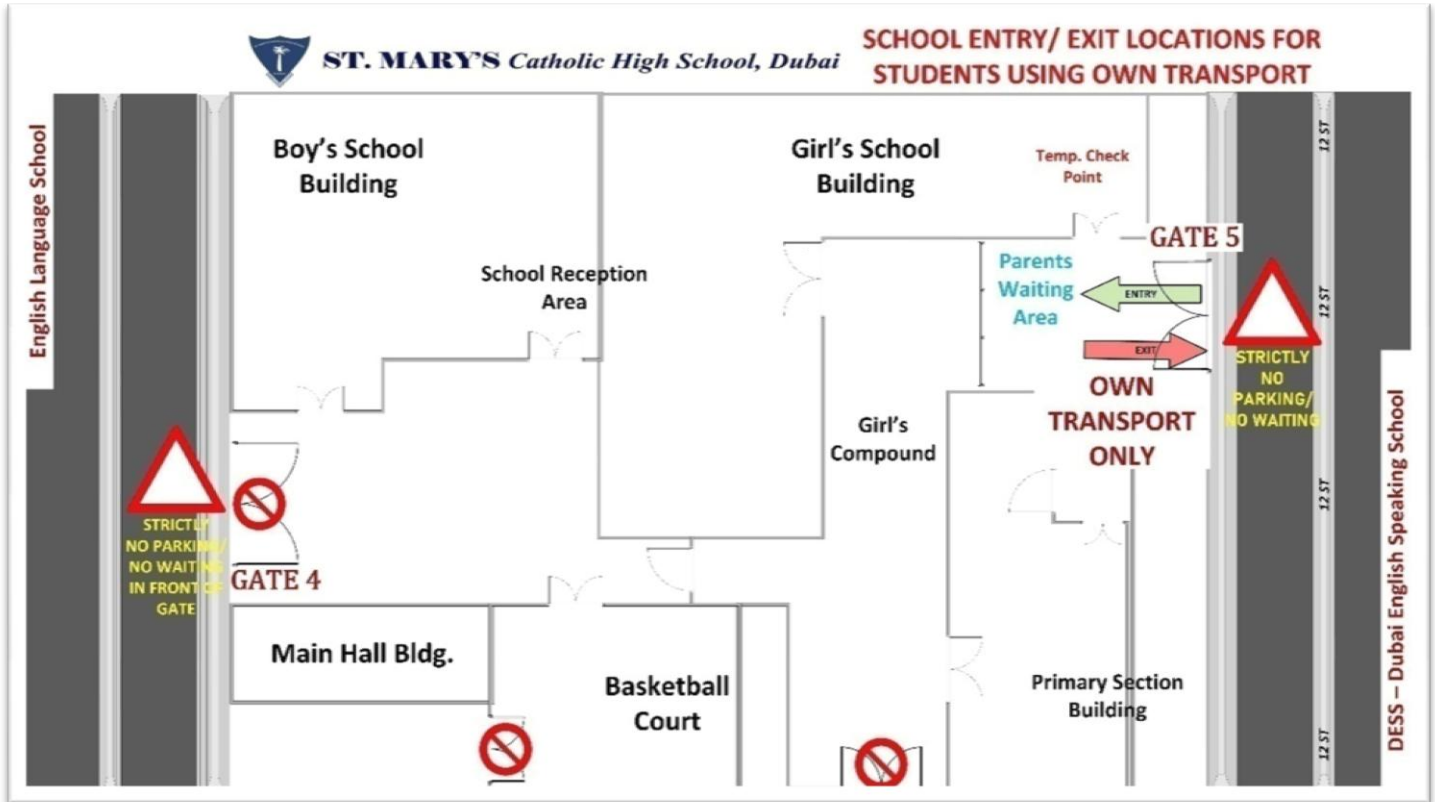
Yours sincerely



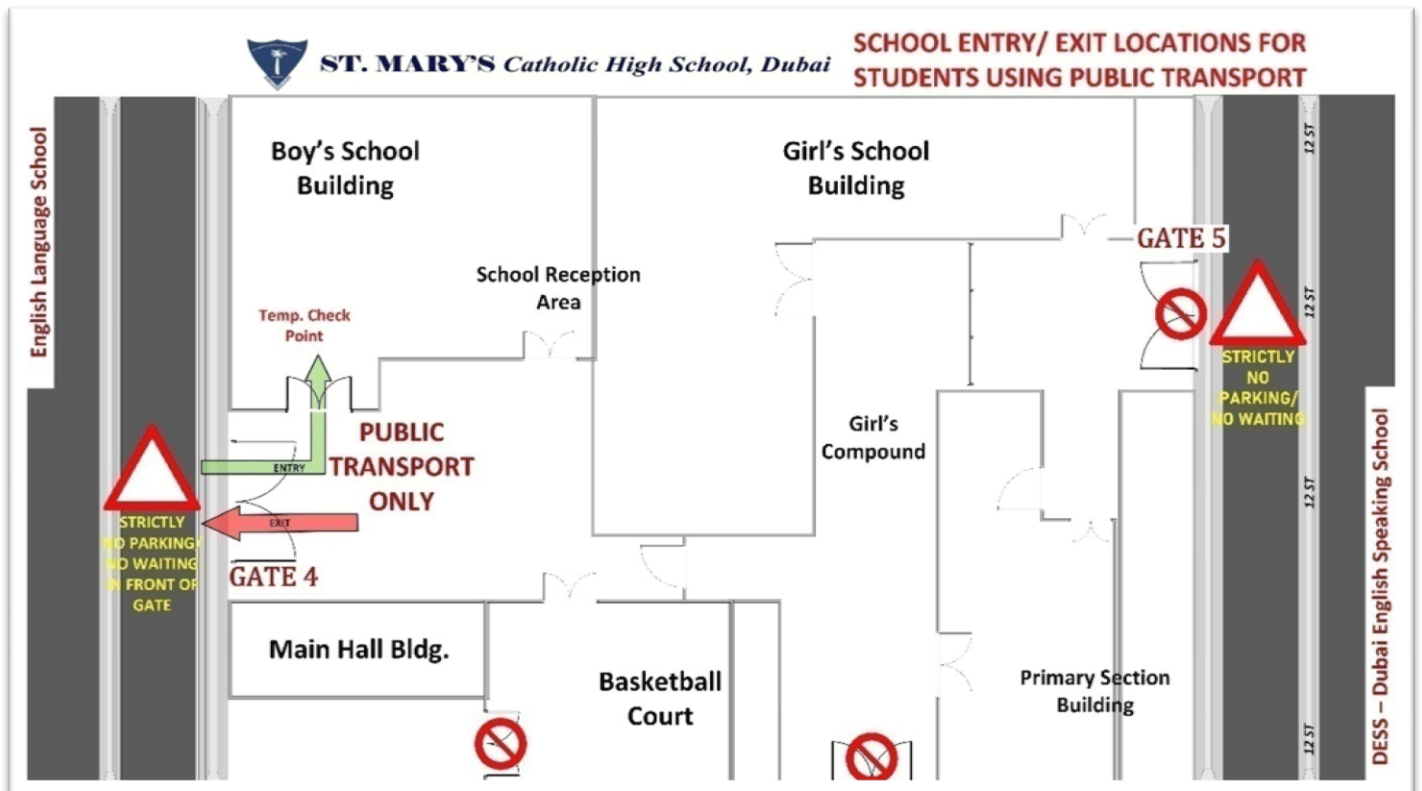
Mr. Paul Asir Joseph
(Principal)



School Entry | Exit Location for Student Using Own Transport



School Entry | Exit Location for Student Using Public Transport



<u>STS Bus Transport</u>		
Sunday to Wednesday	(Pick Up by Bus Guardians)	Important Notes
Yr. 1 to Yr. 3	12:50 PM	Ensure your children carry their Bus ID and are aware of their Bus No.
Yr. 4 to Yr. 6	1:20 PM	
Yr. 7 to Yr. 13	1:25 PM	
Thursday	(Pick Up by Bus Guardians)	Important Notes
Yr. 1 to Yr. 3	11:50 AM	Ensure your children carry their Bus ID and are aware of their Bus No.
Yr. 4 to Yr. 6	12:05 PM	
Yr. 7 to Yr. 13	12:15 PM	

<u>Own Transport - GATE 5 (Children picked up by Parents/ Using 3rd Party Bus Operators)</u>		
Sunday to Wednesday	<u>(Gate 5 opens at 12:45 pm)</u>	
	Pick Up Time	Important Notes
Yr. 1 to Yr. 3	1:00 PM	Children not picked by 1:10 pm will be moved to the area in front of the Primary Reception .
Yr. 4 to Yr. 6	1:20 PM	Communicate clear instructions to your children on the location from where they are to be picked up;
Yr. 7 to Yr. 13	1:30 PM	Younger Siblings (Yr. 1-3) can be picked up from a location in front of Yr. 1 C

Thursday	<u>(Gate 5 opens at 11:30 am)</u>	
	Pick Up Time	Important Notes
Yr. 1 to Yr. 3	11:45 AM	Children not picked by 12:00 pm will be moved to the area in front of the Primary Reception .
Yr. 4 to Yr. 6	12:10 PM	Communicate clear instructions to your children on the location from where they are to be picked up;
Yr. 7 to Yr. 13	12:15 PM	Younger Siblings (Yr. 1-3) can be picked up from a location in front of Yr. 1 C

<u>Public Transport - GATE 4</u>		
Sunday to Wednesday	<u>(All Children Using Public Transport to Exit from GATE 4)</u>	
	Dispersal Time	Important Notes
Yr.4 to Yr. 13	1:30 PM	Ensure your Child is aware of the route, timings, etc of the Public Transport being used
Thursday	<u>(All Children Using Public Transport to Exit from GATE 4)</u>	
	Dispersal Time	Important Notes
Yr. 4 to Yr. 13	12:15 PM	Ensure your Child is aware of the route, timings, etc of the Public Transport being used



OUR REF :

TRN : 100483609200003

ATTACHMENT ONE- from weekly circular of 8th October 2021

Date: Friday, 8th October 2021

To : Parents of all A-Level Students- YEAR 12 and 13

RE: School Timings for A-Level Students- **EXIT PASS**

Dear Parents,

Greetings from St. Mary's. With this letter, we would like to inform you about timings for A-Level students. As there is a lot of independent and individual study required during the A-Level year, some students prefer to return home early or arrive at school only in time for lessons.

Therefore, A-Level students are permitted **ONLY with parental consent**, to arrive at school at the start of their lessons. For example, should they have no lessons scheduled for the first or the second period, they need only arrive for the beginning of the lessons scheduled for them on any given day.

In addition, they are permitted, again **ONLY with parental consent**, to leave school as soon as their lessons are over. Therefore, on any given day, if they have no lessons scheduled after break, they will be able to leave school.

Parents should be aware, however, that the school will not take responsibility for the same students during the time when parents have given their consent to them to be out of school. Neither will the school check whose company your son or daughter is in once they leave school. In light of the Covid-19 Pandemic, it would be advisable that children go straight home and not socialise in public places. We trust that as parents you will explain the importance of being safe to them.

We presume that you, as parents, will recognize the ability of your child to take his or her own responsibility, with respect to his or her conduct outside of school.

All students are also permitted and are welcome to remain in the school for the full morning if their parents so wish. During their free time, if students remain in school, we will make provision for them to remain in a secure space to study.

We would like you, as parents, to indicate below, the choice that you would like to make for your child. The school will respect that choice.

In order to implement this system, **we shall be providing all A-Level students with a stamped copy of their timetable for this purpose. THEY MUST HAVE THIS WITH THEM AT ALL TIMES.** The system will become operative only after classes have settled and your consent letters, are processed. Until that time students should be in school for the full day.

Thank you for your kind co-operation in this matter.

Yours sincerely,



**Mr. Paul Asir Joseph
(Principal)**



PLEASE TICK AS APPROPRIATE and SCAN and EMAIL back to your child's class teacher.

I wish my child to remain in school for the full day until _____

I grant permission to my child to arrive at school for the start of lessons and to leave as soon as lessons are over _____

STUDENT'S NAME : _____

PARENT'S NAME : _____

PARENTS' SIGNATURE : _____

DATE : _____



OUR REF :

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ATTACHMENT TWO- from weekly circular of 8th October 2021

DATE: Friday, 8th October 2021

To: Parents of students in Years ONE, TWO & THREE : **NGRT – NEW GROUP READING TEST**

Dear Parents,

Warm greetings. Our school will be undertaking the NGRT for students in Years One, Two and Three. We invite you to read on for further information.

NGRT is a fully adaptive, standardised, termly reading assessment. As it's adaptive, it offers a personalised experience for each student, ensuring it's accessible for those who are struggling and challenging for those who need to be stretched, so you can get to the root of any problems identified precisely and quickly.

During lockdown, some students will have kept up with their reading while others, with fewer books at home or without access to libraries and school reading programmes, may have stalled. Developing literacy in primary school is key and reading ability is fundamental to a student's ability to access the curriculum in secondary school. So, having a reliable measure of reading ability will be critical in planning catch up as students return to school. In addition, the independent study required by remote learning may have further disadvantaged weaker readers without support at home.

There is no more crucial skill for success in any subject than reading, so being able to accurately assess and monitor this is essential. NGRT is proven to deliver a reliable assessment of reading comprehension, set against national benchmarks. Using it regularly helps to quickly spot problems that will hold back a child's progress, with customised practical classroom solutions for each student and the ability to demonstrate the impact of the interventions you put in place.

We are aiming to schedule these on a Saturday (date to be announced later) so that parents can assist **ONLY WITH THE TECHNOLOGY** required for younger children. However we must

make it clear that parents must in **NO WAY** assist children with the contents of the test. The rationale to check reading levels is for the sole purpose of helping children where we see gaps and challenging those with exceptional reading abilities. We therefore ask that **ALL PARENTS** exhibit an **OUTSTANDING ETHICAL APPROACH** while these tests are being administered, even though the child is in your physical space.

The amount to be paid for the NGRT (as also reflected in your KHDA Parent-School Contract) is **AED 40/- ONLY**. This amount must be paid only via the **SKIPLY APP** and a soft copy of the receipt must be emailed to the class teacher. **The deadline for payment is 21st October 2021.**

Yours sincerely



Mr. Paul Asir Joseph
(Principal)





OUR REF :

TRN: 100483609200003

ATTACHMENT THREE- from weekly circular of 8th October 2021

DATE : Friday, 8th October 2021

**To : Parents of Native Arabic speaking students in Years Five through Ten -
IBT ARABIC EXAMINATIONS**

**STUDENTS MUST BRING THEIR LAPTOPS OR TABLETS TO
SCHOOL ON THE 3RD OF NOVEMBER 2021 FOR THE TEST.**

Dear Parents,

Greetings from St. Mary's Catholic High School, Dubai. You will be pleased to learn that our school has been invited to participate in *International Benchmark Tests for Improving Learning, 2021*. The Australian Council for Educational Research , one of the leading research organizations in the world , develops this test and provides a range of Assessment services in many countries and works in close tandem with the KHDA here in Dubai. The *International Benchmark Test in Arabic* will be held on the following day.

WEDNESDAY	3rd November 2020 - 9:00 AM	ARABIC A	YEARS 5-10
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**The entry fee is AED 45/- for this exam , the exact amount of which must be paid
ONLY THROUGH THE SKIPLY APP NO LATER THAN 21st OCTOBER 2021.** The

International Benchmark Tests are designed to give an International benchmark of your child's performance vis-à-vis the participating countries in the world and in the region. Students will be able to see their intrinsic abilities and potential for learning, identifying their strengths and weaknesses on skills and concepts related to their class level and helps clarify concepts , making them very valuable as a remedial instrument. Questions are interesting and thought provoking, and encourage students to develop the skills related to problem solving, data interpretation , reasoning and critical thinking in the global context.

THE INTERNATIONAL BENCHMARK TESTS (IBT) PROVIDE STUDENTS WITH :

- A comprehensive assessment of student performance and ability
- High quality test items that engage students across all ability levels;
- Individual reports that highlight skills, strengths and weaknesses;
- Reports that include a clear description of skills and concepts that have been mastered;
- A Scale Score to measure their progress over time
- Students and schools with high quality feedback that can be used to improve learning
- School, regional and international percentiles to compare and benchmark student performance;
- Recognition of student performance

Since the Tests will be delivered on ACER's Online Assessment and Reporting System (OARS), please refer below to the system requirements for your computers/devices in the school. This will check suitability for conducting the Tests on this online interface. Technical Requirements and Browser Check Normally, standard PC's /devices meet the below requirements:

- Minimum screen resolution: 1024 x 768
- Minimum DSL or cable internet connection: 56 kbps
- Compatible computers and devices:
- PC or laptop
- Apple Mac
- iPad
- Other tablet devices
- Compatible browsers:
- Google Chrome (latest version)
- Mozilla Firefox (latest version)
- Safari (version 10 or above)
- Edge (latest version)
- Internet Explorer (version 11 or above with compatibility mode disabled)

Browser Check We recommend that a browser check is done on all devices that will be used are given below: Open your preferred browser, click/copy and paste this link <https://oars-z3.acer.org/browserexam/#/> and a browser examination will run. This will check whether your internet browser is compatible, and you will also receive a recommendation for how many students you can test at a given time with your technical set up if testing in school. We request you to advise students to also do the browser check at home on their devices before these are used by them in school for the test.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)





OUR REF :

TRN: 100483609200003

ATTACHMENT FOUR- from weekly circular of 8th October 2021

DATE : Friday, 8th October 2021

To : Parents of Non-Native Arabic speaking students in Years Five, Seven & Nine – IBT ARABIC EXAMINATIONS –ARABIC B

STUDENTS MUST BRING THEIR LAPTOPS OR TABLETS TO SCHOOL ON THE DAY THEY HAVE THE TEST.

Dear Parents,

Greetings from St. Mary's Catholic High School, Dubai. You will be pleased to learn that our school has been invited to participate in **International Benchmark Tests for Improving Learning, 2021**. The Australian Council for Educational Research , one of the leading research organizations in the world , develops this test and provides a range of Assessment services in many countries and works in close tandem with the KHDA here in Dubai. The **International Benchmark Test in Arabic** will be held on the following days.

WEDNESDAY	10th November 2021	ARABIC B	YEAR 5
TUESDAY	16th November 2021	ARABIC B	YEAR 7
WEDNESDAY	17th November 2021	ARABIC B	YEAR 9

The entry fee is AED 45/- for this exam , the exact amount of which must be paid ONLY THROUGH THE SKIPLY APP NO LATER THAN 21ST OCTOBER 2021. The

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- Students and schools with high quality feedback that can be used to improve learning
- School, regional and international percentiles to compare and benchmark student performance;
- Recognition of student performance

Since the Tests will be delivered on ACER's Online Assessment and Reporting System (OARS), please refer below to the system requirements for your computers/devices in the school. This will check suitability for conducting the Tests on this online interface. Technical Requirements and Browser Check Normally, standard PC's /devices meet the below requirements:

- Minimum screen resolution: 1024 x 768
- Minimum DSL or cable internet connection: 56 kbps
- Compatible computers and devices:
 - PC or laptop
 - Apple Mac
 - iPad
 - Other tablet devices
- Compatible browsers:
 - Google Chrome (latest version)
 - Mozilla Firefox (latest version)
 - Safari (version 10 or above)
 - Edge (latest version)
 - Internet Explorer (version 11 or above with compatibility mode disabled)

Browser Check We recommend that a browser check is done on all devices that will be used are given below: Open your preferred browser, click/copy and paste this link <https://oars-z3.acer.org/browserexam/#/> and a browser examination will run. This will check whether your internet browser is compatible, and you will also receive a recommendation for how many students you can test at a given time with your technical set up if testing in school. We request you to advise students to also do the browser check at home on their devices before these are used by them in school for the test.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)





OUR REF :

TRN : 100259955100003

Date : 28th September 2021

RESENDING CIRCULAR OF 22-Sep-2021 with additional information from MOE

To : Parents of students in Year 13 – EmSAT REGISTRATION FOR ADMISSION INTO GOVERNEMENT OR PRIVATE UNIVERSITIES IN THE COUNTRY

Dear Parents,

Greetings from St. Mary's Catholic High School, Dubai. We would like to share important updates regarding the EmSAT registration.

The National and International Test Department have announced the launch of the Emirates Standardized Test (EmSAT) for the academic Year 2021 -2022

The test is COMPULSORY for both Emirati and Non-Emirati students if they would like to continue their studies in Government or Private universities in the country.

The test is offered for the following subjects:

- English Language
- Mathematics
- Physics (COMPULSORY even if the student does not study Physics in Year 12 and 13)
- Arabic Language
- Chemistry (if opted for)
- Biology (if opted for)
- Computer Science (if opted for)

For more information regarding the EmSAT, do visit this website

https://emsat.moe.gov.ae/emsat/EmSAT_achieve_en.aspx

Kindly fill in the slip at the bottom and send it back on an urgent basis! Please note that these exams are a requirement for admission to Government or Private universities in the UAE. THIS TEST IS A COMPULSORY REQUIREMENT TO MEET THE EQUIVALENCY STATUS FOR COMPLETION OF HIGH SCHOOL.

MAKE SURE YOU BRING YOUR EMIRATES ID TO THE SCHOOL IN ORDER TO COMPLETE THE REGISTRATION PROCESS FOR EMSAT WITH THE IT DEPARTMENT.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)



I _____ parent of

Studying in Year 13 _____ WISH / DO NOT WISH to register my child for the EmSAT exams.

I am aware that they are compulsory for admission to Government or Private universities in the country.

PARENT SIGNATURE: _____ DATE : _____



Circular to public and private schools for the academic year 2021-2022

Day	Wednesday	Date	15 th of September, 2021
Sector	Licensing and Quality - MOE		
Administration	National and International Assessments Department - MOE		
Circular Title	Launching the 6th Cycle of the Emirates Standardized Test – Achieve Grade 12 (EmSAT) 2021-2022		
Circular Content	<p>Department of Implementation National and International Assessments extend its greetings...</p> <p>We are pleased to announce the launch of the Emirates Standardized Test – Achieve Grade 12 on its 6th cycle for the current academic year 2021-2022</p> <p>EmSAT Achieve test for Grade 12 is mandatory the following categories:</p> <ul style="list-style-type: none"> ◆ Emirati students in public and private schools (Ministry of Education’s curriculum or international curriculum) ◆ Non-Emirati students in public and private schools that teach Ministry of Education’s curriculum ◆ Emirati and non-Emirati students studying at the Continuing Education Centers - Home Study Track ◆ Emirati students applying for scholarships outside the country ◆ Students who desire to complete their studies at a public or private university in the UAE ◆ National service students and applicants to military colleges ◆ Students under British curriculums in their final academic year - Year 13 (who are listed under the above-mentioned categories) ◆ Students of international curriculums who need to equalize their certificates <p>Registration Process for Achieve grade 12:</p> <ul style="list-style-type: none"> ◆ Account credentials (username and password) for EmSAT – Achieve grade 12 portal will be distributed accordingly to each school, taking into consideration the below: <ul style="list-style-type: none"> → School principals must assign coordinators to ensure that all grade 12 students are registered using ID card-reader or by self-registration through MOE website: <ul style="list-style-type: none"> https://emsat.moe.gov.ae/emsat/emsat_register_ar.aspx → Coordinators may view students’ data and results through their portal. 		

- Coordinators are **fully responsible** for accepting or rejecting requests of failed students who need to reactivate their accounts through the portal.
- Provided portal credential is granted for the school as an entity not for individual employee.
- Re-assigning coordinators at any time (during current or next year), credentials must be shared with the new one.
- Make sure **not to change** the provided password.

- ◆ School principals must emphasize on the importance of EmSAT as well as urge students to book their tests and avoid affecting their university or scholarship applications.

Registration Conditions for Achieve grade 12:

- ◆ While registering students, who are children of Emirati mothers, assure to select children of Emirati mothers field along with attaching their birth certificate (students will be referred to legal affairs in case of submitting irrelevant documents).
- ◆ While registering students of determination assure to select special needs field along with attaching official medical reports supporting their health condition.
- ◆ While registering students who do not hold an Emirates ID for any reason, **assure to submit** through EmSAT website (Contact us page), an identification paper in addition to any official document that clarifies the case.
- ◆ EmSAT Achieve grade 12 is one of the **university admission requirements** for public/private universities and colleges in the UAE.
- ◆ EmSAT Achieve grade 12 is **one of the main conditions** when applying for scholarships through higher education institutions in the UAE.
- ◆ Students who are expected to apply for national service must ensure taking the test **before their joining date**.
- ◆ EmSAT Achieve tests offer the following subjects for all targeted applicants:
 - **Mandatory subjects:**
 - ◇ Arabic
 - ◇ English
 - ◇ Math
 - ◇ Physics
 - **Other subjects (upon desired major)**
 - ◇ Chemistry
 - ◇ Biology
 - ◇ Computer Science

- ◆ Implementing UAE's Cabinet declare (9/4F – Year 2021) regarding establishing payments for the Emirates Standardized Test – Achieve as follow:

#	Grade 12 student's category	Test Fees	Subject	Retake Fees
1	Emirati and children of Emirati women	Free (1 st attempt only)	Mandatory subjects: Arabic, English, Math and Physics	100AED Per subject
		100AED	Per other subjects	
2	Non-Emirati	300AED	Mandatory subjects: Arabic, English, Math and Physics	
		100AED	Per other subjects	
3	Children of Frontline workers (Fakhr Al Watan Card holders)	Exempted from any payments		

- ◆ EmSAT website contains all test specifications, performance levels and test questions samples.
- ◆ EmSAT website contains registration process, test rules and policies, test instructions, test calendar and a list of all authorized test center across the UAE.
- ◆ Students will have the opportunity to choose test dates, locations and timings as well as viewing all results on their **Achieve – Student Portal**.
- ◆ Its obligatory for students to thoroughly **read list of terms and conditions** available on the portal and they will be fully responsible if any is violated.
- ◆ Students **must** complete the payment process to confirm their tests booking (referring to above table).
- ◆ Students now have the option to submit their absence excuses through their portal; once the excuse get accepted the paid amount will be credited to their accounts allowing them to re-book without paying.

Results of the Emirates Standardized test - Achieve grade 12 are a crucial indicator in making the necessary decisions to enhance UAE's education system.

Consignee

Public and private cycle 3 schools



Contact information (for inquiries)	For technical inquiries (registration, not receiving username and password), or any other inquiries kindly visit <i>contact us page</i> on EmSAT website: www.emsat.moe.gov.ae
Notes	<ul style="list-style-type: none">◆ During the current situation of COVID-19: students must adhere to all precautionary and preventive measures mentioned in the student guide on EmSAT website.◆ A negative PCR test result must be provided at the test center for a maximum period of 48 hours through Al Hosen/ SEHA app; if one positive result occurred, it's obligatory to provide 2 consecutive negative results before booking for the test.◆ If card reader was not installed, kindly use the link below and the same computer to register students on EmSAT portal.◆ User manuals and a directory video representing the registration process to coordinators and students is available on EmSAT website.◆ Official Emirates Standardized Test website: www.emsat.moe.gov.ae
Attachments (if any)	Card reader toolkit link: https://drive.google.com/file/d/1UFNIHluCSulpitQmfrFYJHb5-0YjpmVG/view?usp=sharing

APPROVED,,,

Hessa Ahmad Al Wahabi
Director of National and International
Assessments Department
Ministry of Education

تعميم للمدارس الحكومية والخاصة للعام الأكاديمي 2021-2022م

اليوم	الأربعاء	التاريخ	2021/سبتمبر/15
القطاع	التراخيص والجودة بوزارة التربية والتعليم		
الإدارة	تطبيق الاختبارات الوطنية والدولية التابعة لوزارة التربية والتعليم		
عنوان التعميم	إطلاق الدورة السادسة لاختبار الإمارات القياسي – انجاز للصف الثاني عشر (EmsAT Achieve) 2021-2022م		
مضمون التعميم	<p>تهديكم إدارة تطبيق الاختبارات الوطنية والدولية أطيب التحية...</p> <p>يسعدنا الإعلان عن إطلاق الدورة السادسة لاختبار الإمارات القياسي – انجاز للصف الثاني عشر للعام الأكاديمي 2021-2022م</p> <p>يعتبر اختبار انجاز للصف الثاني عشر إلزامياً لكل من الفئات التالية:</p> <ul style="list-style-type: none"> ◆ الطلبة الإماراتيين في المدارس الحكومية والخاصة (منهاج وزارة التربية والتعليم أو المناهج الدولية) ◆ الطلبة غير الإماراتيين في المدارس الحكومية والخاصة التي تدرس منهاج وزارة التربية والتعليم ◆ الطلبة الإماراتيين وغير الإماراتيين الدارسين في مراكز التعليم المستمر المتكامل – مسار الدراسة المنزلية ◆ الطلبة الإماراتيين المتقدمين للابتعاث خارج الدولة ◆ الطلبة الراغبين في إكمال دراستهم في إحدى الجامعات الحكومية أو الخاصة داخل الدولة ◆ طلبة الخدمة الوطنية والمتقدمين الى الكليات العسكرية ◆ طلبة المنهاج البريطاني في آخر سنة دراسية (Year 13) والمدرجين تحت الفئات المذكورة أعلاه ◆ طلبة المناهج الدولية الذين يحتاجون إلى معادلة شهاداتهم <p>آلية التسجيل لاختبار انجاز للصف الثاني عشر:</p> <ul style="list-style-type: none"> ◆ سيتم ارسال صلاحيات الدخول (اسم مستخدم وكلمة مرور) لمنصة اختبار الامارات القياسي – انجاز الخاصة لكل مدرسة، مع الأخذ بعين الاعتبار النقاط التالية: ← على مدير المدرسة تعيين منسقين للتأكد من تسجيل طلبة الصف الثاني عشر باستخدام قارئ الهوية أو التسجيل ذاتياً من خلال موقع وزارة التربية والتعليم: https://emsat.moe.gov.ae/emsat/emsat_register_ar.aspx ← يمكن للمنسق الاطلاع على بيانات ونتائج الطلبة من خلال المنصة. ← يتحمل المنسق المسؤولية التامة لقبول أو رفض طلبات الطلبة الراغبين بإعادة تفعيل حساباتهم من خلال المنصة. ← صلاحية المنصة خاصة للمدرسة كجهة وليس لموظف معين. ← عند تغيير المنسق في أي وقت (خلال العام الحالي أو القادم) يجب مشاركة الصلاحيات مع المنسق الجديد. ← يرجى عدم تغيير كلمة المرور المرسله نهائياً. 		

♦ يتوجب على مدير المدرسة توعية الطلبة بأهمية اختبار الإمارات القياسي، وحثهم على حجز الاختبارات حتى لا يؤثر ذلك على طلبات الالتحاق بالجامعات والمنح الدراسية.

شروط التسجيل لاختبار انجاز للصف الثاني عشر:

- ♦ يتوجب على الطلبة من أبناء المواطنين عند التسجيل اختيار خانة فئة أبناء المواطنين والتأكد من ارفاق شهادة الميلاد الصحيحة (في حال التلاعب من خلال ارفاق وثائق غير صحيحة سيتم رفعها للشؤون القانونية لاتخاذ الإجراءات اللازمة).
- ♦ يتوجب على الطلبة من أصحاب الهمم عند التسجيل اختيار خانة فئة أصحاب الهمم ورفاق التقارير الطبية المعتمدة عن الحالة الصحية.
- ♦ في حال كان الطالب من الحالات الخاصة التي لا تملك الهوية الإماراتية لأي سببٍ كان، عليه إرسال أوراق ثبوتية بالإضافة الى مستند معتمد يوضح سبب عدم توفر الهوية؛ وذلك من خلال صفحة التواصل الموجودة على الموقع (اتصل بنا).
- ♦ يعتبر اختبار انجاز شرط من شروط القبول الجامعي للجامعات والكليات الحكومية والخاصة في الدولة.
- ♦ يعتبر اختبار انجاز شرط من شروط التقديم للبعثات عن طريق مؤسسات التعليم العالي في الدولة.
- ♦ على الطلبة المتوقع تقدمهم للخدمة الوطنية التأكد من تقديم الاختبار قبل تاريخ الالتحاق بالخدمة.
- ♦ يطرح اختبار الامارات القياسي - انجاز المواد التالية لجميع الفئات المستهدفة:

← المواد الأساسية

- ◇ اللغة العربية
- ◇ اللغة الإنجليزية
- ◇ الرياضيات
- ◇ الفيزياء

← مواد أخرى (حسب التخصص الجامعي)

- ◇ الكيمياء
- ◇ الأحياء
- ◇ علوم الحاسوب

♦ تم تطبيق قرار مجلس الوزراء (9/4و) لسنة 2021 بشأن استحداث رسوم اختبارات الامارات القياسي - انجاز، وذلك على النحو التالي:

م	فئة طلبة الصف الثاني عشر	رسوم الاختبار	المواد	رسوم الاعادة
1	المواطنين وأبناء المواطنين	مجانياً للمرة الأولى فقط	المواد الأساسية: اللغة العربية، اللغة الإنجليزية، الرياضيات، الفيزياء	100 درهم للمادة الواحدة
		100 درهم	لكل مادة أخرى	
2	الغير مواطنين	300 درهم	المواد الأساسية: اللغة العربية، اللغة الإنجليزية، الرياضيات، الفيزياء	100 درهم
		100 درهم	لكل مادة أخرى	
3	أبناء خط الدفاع الأول (حامل بطاقة فخر الوطن)	إعفاء من رسوم الاختبار والاعادة		

<p>♦ يتوفر على الموقع مواصفات الاختبار، مستويات الأداء، ونماذج لأسئلة الاختبار.</p> <p>♦ يتوفر على الموقع آلية التسجيل، سياسات وقوانين الاختبار، تعليمات الاختبار ومواعيد ومراكز الاختبار المعتمدة في الدولة.</p> <p>♦ سيتمكن الطالب من اختيار مواعيد ومقار الاختبارات والاطلاع على النتائج من خلال حسابه الخاص في منصة اختبار انجاز.</p> <p>♦ يتوجب على الطالب الاطلاع على لائحة الشروط والأحكام المتوفرة على منصته الخاصة، ويتحمل المسؤولية التامة في حال عدم الالتزام بها.</p> <p>♦ يتوجب على الطالب استكمال عملية الدفع لتأكيد حجز الاختبارات اعتماداً على الجدول المذكور أعلاه.</p> <p>♦ سيتمكن الطالب من تقديم أعذار الغياب من خلال منصته الخاصة؛ في حال تم قبول العذر، سيتم إضافة رصيد لمنصة الطالب وذلك لإتاحة فرصة الحجز دون الحاجة للدفع مرة أخرى.</p> <p>تعد نتائج اختبار الإمارات القياسي - انجاز للصف الثاني عشر من أهم الوسائل في اتخاذ القرارات اللازمة لتحسين منظومة التعليم في الدولة.</p>	
<p>مدرس الحلقة الثالثة الحكومية والخاصة</p>	<p>المرسل له</p>
<p>للاستفسرات التقنية (التسجيل، عدم استلام اسم المستخدم وكلمة المرور) لو أي استفسرات أخرى يرجى زيارة صفحة التواصل الموجودة على الموقع (اتصل بنا): www.emsat.moe.gov.ae</p>	<p>بيانات التواصل (للاستفسرات)</p>
<p>♦ في الوضع الراهن لجائحة كورونا: يتوجب على الطالب الالتزام بجميع الإجراءات الإحترازية والوقائية المتوفرة في دليل الطالب عبر الموقع الالكتروني.</p> <p>♦ يجب توفير نتيجة فحص سلبية لمسحة الأنف PCR في مركز الاختبار لمدة أقصاها 48 ساعة عبر تطبيق الحصن / صحة؛ وفي حال وجود نتيجة ايجابية واحدة، يجب التأكد من توفير نتيجتين سلبيتين متتاليتين قبل الحجز للاختبار.</p> <p>♦ إذا لم تقم بتحميل رابط قارئ الهوية سابقاً، يرجى استخدام الرابط في المرفقات أدناه واستخدام نفس الحاسوب لإجراءات تسجيل الطلبة في منصة اختبار الإمارات القياسي.</p> <p>♦ يتوفر فيديو وأدلة توضيحية عن خطوات التسجيل بمنصة EmsAT للمنسقين والطلبة على الموقع الرسمي لاختبارات الامارات القياسي.</p> <p>♦ الموقع الرسمي لاختبار الإمارات القياسي www.emsat.moe.gov.ae</p>	<p>الملاحظات</p>
<p>♦ رابط تحميل قارئ الهوية: https://drive.google.com/file/d/1UFNIHluCSuIpitQmfrFYJHb5-0YjpmVG/view?usp=sharing</p>	<p>المرفقات (إن وُجد)</p>

يعتمد،،،

حصة أحمد الوهابي
مدير إدارة تطبيق الاختبارات الوطنية والدولية
وزارة التربية والتعليم



OUR REF :

TRN : 100483609200003

Date : September 24, 2021.

To: Parents of STUDENTS FROM YEAR ONE TO YEAR THIRTEEN

Re: CLARIFICATIONS REGARDING UNIFORM POLICY FOR ACADEMIC YEAR 2021 – 2022

Dear Parents,

Please read through the Uniform Policy carefully.

SCHOOL UNIFORM

Girls' Shirt:

All girls will continue to wear the light blue blouse with the school logo. **We request parents to kindly make sure that the size selected for your daughter is appropriate with a slightly looser fit for a more modest appearance.**

Girls' Skirt :

Girls will also continue to wear the existing grey skirt, but we would appeal to all parents to make sure that the skirts purchased for your daughter, are worn modestly and are of appropriate length. (must cover the knees while seated). **It has been an unpleasant experience to have to constantly correct our young ladies for the often immodest length of their skirts and we strongly urge all parents to take strict cognizance of the same and to ensure that your daughters' skirts are well below the knee. Do take into account sudden gains in height when you purchase the skirts.**

Boys' Uniform :

Boys will also continue to wear the white T-Shirt with the school logo and navy blue trousers.

Boys' and Girls' Sports Uniform :

Boys in Primary School (Years 1 through 6) will wear dark navy blue shorts or long tracks and a T-shirt in their respective house colours with the house logo on the back and the school logo in front. Primary school girls will wear dark navy blue track pants and a T-shirt in their respective house colours with the house logo on the back and the school logo in front. Students in Secondary school (Years 7 through 13) will wear dark navy blue track pants and a T-shirt in their respective house colours with the house logo on the back and the school logo in front.

SHOES (GIRLS)

GIRLS will be allowed to wear sports shoes (ONLY FULL WHITE) on the days they have sports and / or co-curricular activities. On other days, all girls MUST wear BLACK FORMAL LEATHER SHOES with GREY SOCKS.

School Formal Leather Shoes must be fully black. Sports shoes must be regular white. No additional colours, whatsoever will be accepted. If the shoes have laces, the laces must be the same plain colour as the shoes. **No converse or canvas shoes or boots or pumps will be allowed. We would ask you also not to allow your daughter to wear boys' shoes.**

SHOES (BOYS)

BOYS will be allowed to wear sports shoes (ONLY FULL WHITE) on the days they have sports and / or co-curricular activities. On other days, all boys MUST wear BLACK FORMAL LEATHER SHOES with NAVY BLUE SOCKS.

School Formal leather shoes must be fully black. Sports shoes must be regular white. No additional colours whatsoever will be accepted. If the shoes have laces, the laces must be the same plain colour as the shoes. **No converse or canvas shoes will be allowed.**

We would advise parents to buy simple school footwear for their children. This will be more economical for you and will also ensure that the shoes are in keeping with the school regulations.

WINTER HOODIE :

The winter hoodie also continues to be the same.

Kindly note that on those days when students have sports and / or co-curricular activities they MUST wear the complete PE uniform and no excuses will be entertained. However, on all other days, students are not permitted to wear the PE uniform or even a combination of it with the regular school uniform. On days when students do not have sports and / or activities, they MUST wear the regular school uniform.

All boys MUST wear an under- shirt or vest. Kindly note that it **MUST be ONLY WHITE in colour.** Similarly, all girls MUST wear a vest or camisole that **MUST be ONLY WHITE in colour.**

We would also like all parents and students to be aware that uniform infractions will be dealt with very strictly . Students will receive a diary note for a breach of uniform regulations (this includes the use of accessories, nail polish, hair highlights, tints or colour etc. which is not permitted). Upon the receipt of three notes for uniform infractions, students will be asked to spend a day home under suspension which will also be reflected in their personal student record.

We appeal to parents to co-operate with us in ensuring that children leave for school in the morning in a uniform which is clean, orderly and worn with dignity. The way the children dress says much about the image of the school, and, quite frankly, the attitude of the children and their level of co-operation, in some cases, has been very disappointing and at times very frustrating. We also appeal to parents to make sure that all students maintain a good sense of personal hygiene and are particular about daily hygiene routines. **PLEASE MAKE SURE THAT NO HAIR COLOUR / TINTING / HIGHLIGHTING IS DONE OVER ANY HOLIDAY BREAKS FOR YOUR CHILD'S HAIR. WE WILL ASK YOU TO HAVE IT REMOVED if this is the case.**

Hair and Jewellery : BOYS

- **Hair should be kept short, combed neat and tidy.**
- No spiked hairstyles allowed; no gel and no tints.
- Boys are not allowed to wear jewellery; except for a simple wristwatch any other item will be confiscated.
- No piercings or tattoos are allowed.

Hair and Jewellery : GIRLS

- Hair must be neatly tied back with a white, navy or black hair-band.
- No coloured tints / or even full hair colour will be allowed. Kindly do not even allow your daughter to tint her hair for festive occasions and / or holidays as she will return to school with the same and that will not be permitted. Artificial hair colour takes a number of months to completely wash out and hence **NO EXCUSES WILL BE ENTERTAINED TO THIS EFFECT.**
- Besides stud earrings and a simple wristwatch, no other jewellery or accessory is allowed.
- No piercings or tattoos are allowed.
- **Students should show respect for their uniform and they are also asked to keep their uniform and their shoes clean and tidy at all times.**

PERSONAL HYGIENE :

Personal hygiene is to be strictly maintained by ALL students and we encourage you dear parents to ensure that students follow a daily routine of bathing and coming to school with their hair neatly combed, their uniform ironed and their appearance fresh and ready to start the school day. Keeping in mind the hot and humid weather conditions prevalent for a major part of the school year, it is advisable for older students to use a light deodorant after sports or outdoor lessons. **It must be noted here that students must not spray these in the classroom as it is often detrimental to some of their classmates who suffer from allergies or asthma.**

‘Coloured Clothes ‘ Days

On occasion, permission is given to students to dress down and wear coloured clothes to school.

Students are asked to observe the following guidelines :

- Headgear of any kind (i.e. hats, caps, do-rags, bandanas, sweatbands etc.) may not be worn. Halter, low cut, off-the-shoulder and transparent tops, those with spaghetti straps plus tank tops and muscle (sleeveless) shirts are not considered appropriate clothing for the school environment and **MUST NOT BE WORN ON ‘COLOURED CLOTHES’ DAYS.**
- Tops must be long enough to cover a student’s midriff.
- Any clothing displaying an inflammatory slogan, defamatory, suggestive or offensive language, or those promoting illegal activities or products (i.e. tobacco, drugs or alcohol) is prohibited.
- **Students who fail to observe these guidelines will not be allowed to attend classes and parents will be called to school to either bring in appropriate clothing or to take the child home.**

