

## ST. MARY'S CATHOLIC HIGH SCHOOL

P.O. Box: 52232, DUBAI - U.A.E.

Tel. : +(971) 4 3370252

E-mail : maryscol@emirates.net.ae

Fax : +(971) 4 3368119

website : www.stmarysdubai.com



## مدرسة القديسة مريم الكاثوليكية الثانوية

ص.ب. ٥٢٢٣٢، دبي - الإمارات العربية المتحدة

بريد إلكتروني : maryscol@emirates.net.ae

هاتف : +٩٧١ ٤ ٣٣٧٠٢٥٢

موقع ويب : www.stmarysdubai.com

فاكس : +٩٧١ ٤ ٣٣٦٨١١٩

OUR REF : .....

TRN : 100259955100003

Friday, 7<sup>th</sup> October 2022

### To: **The Parents of students in Years 1- 13:** **WEEKLY CIRCULAR AHEAD OF WEEK SEVEN**

Dear Parents,

**Greetings from Saint Mary's.** We trust that this update finds you and your families safe and healthy. Please read on for all the latest updates. Information that is still relevant from previous circulars will be referenced from there so that it is not repetitive.

**Please note that the school office will be closed on Saturday, 8<sup>th</sup> October 2022 on the occasion of the Prophet's ( P.B.U.H. ) birthday.**

**ALL PARENTS PLEASE NOTE THAT THE DEADLINE FOR ALL FIRST TERM FEE PAYMENTS WAS 30<sup>TH</sup> SEPTEMBER. ANY STUDENT WHOSE FIRST TERM FEES HAVE NOT BEEN PAID WILL BE CONSIDERED OUTSTANDING AND WE WILL NOT BE ABLE TO ISSUE CORRECTED ASSESSMENT PAPERS, OFFICIAL DOCUMENTS ETC.**

#### **1) EDUCATION PERFECT PASSWORD RE-SET MAILS-PLEASE IGNORE:**

It has been brought to our attention that some students have been receiving emails from a platform called EDUCATION PERFECT with a link to change the password. We do not use this platform in our school so we would request you to kindly ignore these emails.

#### **2) MOBILE PHONES ACCEPTABLE USE POLICY –YEARS 12 AND 13:**

Parents of A-Level students are notified that we will be sending students and parents an Acceptable Use Policy for Mobile Phones for A-level students by Monday, 10<sup>th</sup> October 2022.

### 3) LEARNING LADDERS FOR PARENTS OF STUDENTS FROM YEARS ONE THROUGH THREE:

Parents of students in Years One through Three will receive an email link sent to students email ID from Learning Ladders. Please follow the steps accordingly. Parents will be able to view your child's progress statements against the objectives from last year in Core subjects.

### 4) VARSITY JACKET (ANNUAL INITIATIVE BY THE GRADUATING CLASS):

Parents of Year 12 students are informed that every year, students of Year 12 arrange to have Varsity Jackets bearing the school logo that we permit them to wear instead of the regular winter jacket. Please note that this is entirely a student initiative and there is no obligation for any child to purchase the same. It is completely optional.

### 5) FACE MASKS NO LONGER MANDATORY FOR STAFF & STUDENTS:

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/NO-MASK-MANDATORY-FROM-28-SEPTEMBER.pdf>

Please note that we had sent parents an update on the 27<sup>th</sup> of September about a key change to protocols for masks released by KHDA, effective 28<sup>th</sup> September. Face masks are no longer mandatory for staff and students while on the premises in private schools but must still be worn on the school buses and other public transport like the metro and public buses etc. We still recommend that children who have underlying health issues or are vulnerable, take precautions by using a face mask.

### 6) UPDATED COVID-19 PROTOCOLS FROM KHDA:

Parents are requested to kindly view the image below to have a clear picture of the latest Covid-19 protocols released by KHDA. The quarantine period for Covid positive cases is now FIVE days. However, students can only return to school on the sixth day if they are symptom-free. If your child still has symptoms at the end of the 5-day quarantine period, kindly email our school doctor for further instructions.

( [dayani-smchs@smgeducation.org](mailto:dayani-smchs@smgeducation.org) )



## **7) NO SHARP OBJECTS TO BE SENT WITH CHILDREN IN YEARS ONE THROUGH THREE:**

Parents of children in years One through Three must check your children's pouches and bags in the morning to ensure that there are no sharp objects like scissors, compasses, steel rulers, paper cutters, paper clips, etc which can be potentially dangerous to the child and other children in the class. Please do not send any toys with them either unless specified in the class group email as may be required for some lessons.

## **8) FOURTH SUBJECT DROP FORM FOR YEAR 12 AND 13:**

Parents, please note that the subject drop form for those students of Years 12 and 13 who may wish to drop the fourth subject is available on the school website.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/SUBJECT-DROP-APPLICATION.pdf>

## **9) IRRESPONSIBLE USE OF SOCIAL MEDIA PLATFORMS, PARTICULARLY BY STUDENTS IN YEARS 9-11:**

Parents are requested to carefully read the separate circular issued in this regard on 16<sup>th</sup> September.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/CYBERBULLYING-BULLYING-SANCTIONS-AND-CONSEQUENCES-REMINDER-CIRCULAR.pdf>

## **10) GL CAT-4 TEST FOR YEARS FOUR, SIX, EIGHT AND TEN ONLY:**

Parents of students in Years Four, Six, Eight and Ten are requested to kindly check the separate circular regarding the GL CAT4 examination issued on 23<sup>rd</sup> September. Please email the skiply receipt indicating payment for the same to your child's class teacher. Please find the schedule below for the GL CAT-4 examinations.

**CHILDREN MUST BRING A FULLY CHARGED DEVICE – ONLY A TABLET OR LAPTOP (THE TEST WILL NOT RUN ON A MOBILE PHONE) ON THE DAY THE TEST HAS BEEN SCHEDULED FOR THEIR CLASS.**

Children who have been newly admitted to Saint Mary's this year to years Four to Ten must submit a copy of your CAT-4 results done in your previous school, to your class teachers no later than 30<sup>th</sup> September 2022.

## SCHEDULE FOR CAT-4 EXAMINATIONS

1 <sup>st</sup> NOVEMBER	YEAR 4 A B C D E & F
2 <sup>nd</sup> NOVEMBER	YEAR 6 A B C D E & F
3 <sup>rd</sup> NOVEMBER	YEAR 8 A B C D E & F
4 <sup>th</sup> NOVEMBER	YEAR 10 A B C D E & F

### 11) ADMISSION TO A-LEVELS (PARENTS OF CURRENT YEAR 11 STUDENTS):

Parents of Year 11 students are requested to kindly go through the separate circular on A-Level admissions issued on 23<sup>rd</sup> September.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/ADMISSION-TO-A-LEVELS-for-the-ACADEMIC-YEAR-2023-2024.pdf>

**12) WELLBEING WEDNESDAYS:** With a view to improving overall student wellbeing and following through with some suggestions from students themselves, the school will champion Wellbeing Wednesdays as the first in a series of initiatives to improve overall student wellbeing. ***We would request that every child bring in ANY ONE FRUIT of their choice and ANY ONE DAIRY (milk, laban, yoghurt, a fruit juice could substitute for those children who are lactose intolerant)*** for breakfast every Wednesday, that they will have together in class first thing in the morning during the morning registration with their class teachers.

### 13) PREFECTURAL ROLES AND COMMUNITY SERVICE FOR YEAR 13 STUDENTS:

Parents of Year Thirteen students are required to note that while this cohort was not able to undertake these responsibilities last year owing to the various challenges and restrictions brought on by the pandemic, we as a school recognise the need for students to have the experience of being young leaders and undertaking some community service before they embark upon their university journey. Lise-Ann has been working with the current Year Thirteen cohort to provide them both prefectural as well as community service opportunities and your children will be able to share more with you at home.

### 14) PREFECTURAL ROLES AND COMMUNITY SERVICE FOR YEAR 12 STUDENTS:

Parents of Year Twelve students must please note that they will ALL be given the opportunity to serve as School Prefects as well as undertake compulsory Community Service in preparation for university life. Being a leader calls for both maturity and responsibility and we will be taking them through the process in the coming weeks.

### **15) PREDICTED GRADES POLICY FOR YEARS 12 & 13:**

We would like to remind all parents and students to carefully go through this Policy that is available on our school website. The situation that unfolded over the last two years made many children realise, albeit too late the true value of being consistent with their study habits and not waiting until the last minute before exams to prepare and study. It is always best for every child to be **CONSISTENT AND HIGHLY REGULAR** with their study and ensure that they maintain a good level of attainment across all their assessment opportunities and prepare as well as they can for their Board Examinations. This will also help them to achieve better predicted grades as every assessment and examination counts towards the calculation of the same.

### **16) EMIRATES LITERATURE FESTIVAL OF READING (LITFEST):**

We had a wonderful response from potential participants and those who cleared the preliminaries will be informed about the next steps. 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.

### **17) SUBJECT CHANGE POLICY, YEARS 9 TO 13:**

We would like to request all parents of children in these year groups to please go through the Subject Change Policy which is available in the Parents' Info section of the school website.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/Subject-Change-Policy-2022.pdf>

### **18) IBT ARABIC EXAM FOR ARABIC A- ARAB SPEAKERS FROM YEARS FIVE THROUGH TEN:**

Parents of native Arabic speakers in Years Five through Ten are requested to check **the** separate circular sent earlier and complete the necessary formalities at the earliest. **Please email the skiplly receipt indicating payment of AED 35/- to the class teacher.**

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/IBT-LETTER-ARABIC-A.pdf>

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

Parents of non-native speakers in Years Five, Seven and Nine are requested to check the separate circular sent earlier and complete the necessary formalities at the earliest. **Please email the skiplly receipt indicating payment of AED 35/- to the class teacher.**

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/IBT-LETTER-ARABIC-B.pdf>

## **20) YEAR 11 STUDENTS REQUIRED TO HAND IN THEIR PHONES DURING MORNING REGISTRATION:**

Please refer to our circular of 16<sup>th</sup> September 2022.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/To-The-Parents-of-students-in-Year-1-%E2%80%93-13-WEEKLY-CIRCULAR-AHEAD-OF-WEEK-FOUR-1.pdf>

## **21) SOCIAL MEDIA FREQUENT CHECKS BY PARENTS FOR SECONDARY & UPPER PRIMARY CHILDREN:**

Please refer to our circular of 16<sup>th</sup> September 2022.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/To-The-Parents-of-students-in-Year-1-%E2%80%93-13-WEEKLY-CIRCULAR-AHEAD-OF-WEEK-FOUR-1.pdf>

## **22) PARENT ACCESS TO THE CAMPUS AT HOMETIME:**

Please refer to our circular of 16<sup>th</sup> September 2022.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/To-The-Parents-of-students-in-Year-1-%E2%80%93-13-WEEKLY-CIRCULAR-AHEAD-OF-WEEK-FOUR-1.pdf>

## **23) NO DISTRIBUTION OF ANY ITEMS (cakes/ candies/ chocolate/ and even non-edible items) FOR BIRTHDAY CELEBRATIONS:**

Parents are reminded that while the class would be happy to sing for your child on his/her birthday, there should be STRICTLY NO DISTRIBUTION of any food/ sweets or even non-edible items like small toys etc on your child's birthday.

## **24) PARENT'S' APPOINTMENTS WITH TEACHERS:**

Parents are requested to kindly email a particular teacher that you wish to meet for any urgent reason. Please specify if you would like a telephone call, a zoom meeting or a face-to-face meeting. Please include your telephone number in the email. Teachers will get back to you.

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

Please refer to our circular dated 2<sup>nd</sup> September.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/WEEKLY-CIRCULAR-2-SEPTEMBER-2022.pdf>

## **26) ONLINE LESSONS ONLY FOR ACTIVE COVID-19 CASES/ SYMPTOMATIC CLOSE CONTACTS:**

Please refer to our circular dated 2<sup>nd</sup> September.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/WEEKLY-CIRCULAR-2-SEPTEMBER-2022.pdf>

### **27) STUDENT SCHOOL EMAIL ID:**

Please refer to our circular dated 2<sup>nd</sup> September. **Please do not use the class group email to communicate with teachers. Kindly email teachers directly on their school email ID.**

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/WEEKLY-CIRCULAR-2-SEPTEMBER-2022.pdf>

### **28) GOOGLE CLASSROOM:**

Please refer to our circular dated 2<sup>nd</sup> September.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/WEEKLY-CIRCULAR-2-SEPTEMBER-2022.pdf>

### **29) NO ELECTRONIC DEVICES FOR STUDENTS OF YEARS 1-8 (EXCEPT FOR MOBILE PHONE):**

Please refer to our circular dated 2<sup>nd</sup> September.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/WEEKLY-CIRCULAR-2-SEPTEMBER-2022.pdf>

### **30) PARENTS' WHATSAPP GROUPS:**

Please refer to our circular of 16<sup>th</sup> September 2022.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/To-The-Parents-of-students-in-Year-1-%E2%80%93-13-WEEKLY-CIRCULAR-AHEAD-OF-WEEK-FOUR-1.pdf>

### **31) OWN TRANSPORT DROP OFF AND PICK UP GATE:**

Please refer to our circular of 16<sup>th</sup> September 2022.

<https://www.stmarysdubai.com/wp-content/uploads/2022/09/To-The-Parents-of-students-in-Year-1-%E2%80%93-13-WEEKLY-CIRCULAR-AHEAD-OF-WEEK-FOUR-1.pdf>

### **32) SCHOOL OFFICE WEEKEND SCHEDULES:**

The school office will work on Second and Fourth Saturdays from 8:00 am until 12:00 pm. The school office will remain CLOSED on First and Third Saturdays and ALL Sundays.

### **33) SCHOOL UNIFORM SHOP (Boys' uniforms/ sports uniforms for boys and girls and hoodies):**

The Uniform Shop will be open only on Second and Fourth Saturdays from 8:00 until 11:00 am. Students have been accessing the uniform store for the first hour in the mornings after their class registration.

### **34) PAYMENT OF TERM FEES:**

We would like to remind ALL parents that timely fee payments are important for the sustained functioning of the school. We urge parents not to delay fee payments and ensure that you have paid well within the stipulated fee payment window for each term.

### **35) SCHOOL CANTEEN:**

The school canteen has been operational from Monday, 5<sup>th</sup> September 2022. However, we strongly discourage primary students from buying food at the canteen, rather they would benefit from healthy snacks/ food carried from home. Parents must keep in mind that crowded canteen lines are not viable for younger children and as much as we do try to streamline the queues, it is not always possible to whittle down the crowds.

### **36) APPROVED KHDA CALENDAR FOR ACADEMIC YEAR 2022-2023:**

Please check all information related to the same from our WELCOME BACK CIRCULAR dated 26<sup>th</sup> August 2022. The calendar has been attached to this circular. The legend of key dates is below.

**THE COLOURED ROW HAS BEEN UPDATED LAST WEEK.**

<b>24<sup>th</sup> October</b>	<b>Diwali Holiday</b>
<b>18<sup>th</sup> November</b>	<b>Holiday</b>
<b>1<sup>st</sup> &amp; 2<sup>nd</sup> December</b>	<b>Government Holidays</b>
<b>12<sup>th</sup> -30<sup>th</sup> December (inclusive)</b>	<b>Winter break</b>
<b>17<sup>th</sup> January - 2<sup>nd</sup> February (inclusive)</b>	<b>First Term examinations in the morning session and regular lessons after break.</b>
<b>3<sup>rd</sup> February</b>	<b>End of Term Holiday</b>
<b>15<sup>th</sup> to 24<sup>th</sup> March 2023 and 10<sup>th</sup> to 14<sup>th</sup> April 2023 (inclusive)</b>	<b>Mock Exams for Years 11 and 13</b>
<b>27<sup>th</sup> March to 7<sup>th</sup> April 2023</b>	<b>Spring Break</b>
<b>20<sup>th</sup> and 21<sup>st</sup> April 2023</b>	<b>Government Holidays</b>
<b>4<sup>th</sup> and 5<sup>th</sup> May 2023</b>	<b>Final exams (Years 1-10 and year 12) in the morning session and regular lessons after break</b>
<b>8<sup>th</sup> to 19<sup>th</sup> May 2023</b>	<b>Final exams (Years 1-10 and Year 12 in the morning and students go home after the exam.</b>
<b>22<sup>nd</sup> May</b>	<b>Holiday</b>
<b>26<sup>th</sup> June</b>	<b>Last day for students and staff</b>



### **37) STUDENT ABSENCES MUST BE INFORMED BY PARENTS:**

All parents are requested to kindly inform the class teacher via email whenever a child is absent, even if it is just for one day. A simple email with the reason for the absence will suffice but is mandatory. Unaccounted for absences will be marked as unjustified and will be reflected on students' progress reports.

### **38) 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 2022 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.**

### **39) URGENT QUERIES AND CONCERNS:**

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

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

Yours sincerely



Mr. Paul Asir Joseph  
(Principal)

