

## ST. MARY'S CATHOLIC HIGH SCHOOL

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## مدرسة القديسة مريم الكاثوليكية الثانوية

ص.ب. ٥٢٢٣٢، دبي - الإمارات العربية المتحدة

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OUR REF : .....

TRN : 10025995510003

Friday, 24<sup>TH</sup> March 2023

## To: The Parents of students in Years 1 - 13 WEEKLY CIRCULAR BEFORE SPRING BREAK

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.

We would like to wish the school community **RAMADAN KAREEM**. May this beautiful time of fasting and prayer be one that is blessed and peaceful for all the families. God's choicest blessings for our Marian Family.



A safe and **Happy Spring Break** to all of our Marian Family. Safe travels to those families who will be travelling.

## NEW AND URGENT

- **FINAL EXAMINATION TIMETABLES**-attached to this circular and posted on the school website.
- **PORTIONS FOR THE FINAL EXAMINATIONS** – Will be posted under the various departments on the website as well as in students' GC.
- **SCHOOL OFFICE WILL BE CLOSED DURING THE SPRING BREAK** – Any emails will be responded to only after the Spring break. (Spring Break : 27<sup>th</sup> March to 7<sup>th</sup> April, weekends on either side included).

- **RAMADAN TIMINGS: MON-THU : 7:10 AM TO 12:10 PM**
- **FRIDAY, 14<sup>th</sup> APRIL 2023: Distance Learning circular issued on 21<sup>st</sup> March applicable.**
- **RE-REGISTRATION PAYMENT OF AED 500/- for those students returning for the next Academic Year to be made only from 10<sup>th</sup> April 2023 with a deadline of 20<sup>th</sup> April 2023. All fees must be paid before the Re-registration amount is paid.**

**ALL PARENTS PLEASE NOTE THAT THE WINDOW FOR PAYMENT OF THE SECOND TERM FEES WAS BETWEEN THE 1<sup>ST</sup> OF DECEMBER 2022 AND THE 31<sup>ST</sup> OF JANUARY 2023. FEES NOT YET PAID ARE NOW CONSIDERED OUTSTANDING. ANY STUDENT WHOSE SCHOOL FEES HAVE NOT BEEN PAID WILL BE CONSIDERED OUTSTANDING AND WE WILL NOT BE ABLE TO ISSUE OFFICIAL DOCUMENTS ETC.**

#### **1) SPRING BREAK:**

The Spring break will begin on the 27<sup>th</sup> of March 2023, weekend before the 27<sup>th</sup> included. Students return to school on the 10<sup>th</sup> of APRIL 2023. The school Office will be closed during the Spring Break and will re-open on 10<sup>th</sup> April 2023. Please note that school staff or management will not be available by email during the Spring Break. Please contact them for any matters after the Spring Break.

#### **2) FINAL EXAMINATION :**

We have attached the Final Examination Time table to this circular. Please go through it carefully. Please note that GL Examinations will be scheduled after the Final Exams and these will be on different days for different classes. More details will be shared after the Spring Break.

#### **3) PORTIONS FOR THE FINAL EXAMINATIONS:**

We will upload the portions for the Final Examinations today under the various department sections on the school website. Teachers will also post the same on GC.

#### **4) RAMADAN TIMINGS :**

A reminder that the Ramadan Timings for our school (based on the majority in the parent survey ) are Monday to Thursday – 7:10 am to 12:10 pm. Fridays – 7:10 – 11:55 am.

## **5) DISTANCE LEARNING FOR FRIDAY 14<sup>TH</sup> APRIL DURING RAMADAN :**

The same Distance Learning circular that was issued for today will be applicable for Friday, 14<sup>th</sup> April 2023.

## **6) GL EXAMINATIONS IN ENGLISH LANGUAGE, MATHS & SCIENCE YEARS 4-10 :**

We are requesting parents of students in Years 4-10 to kindly check the separate circular on GL examinations. Specific dates for these examinations will be shared at a later date.

## **7) RE-REGISTRATION FOR THE NEXT ACADEMIC YEAR 2023-2024 ( YEARS 1-10 & YEAR 12 ):**

Reminder to check the important circular with regard to re-registering your child for the next Academic Year 2023-2024. It is important that you go through the circular carefully.

## **8) MOCK EXAMINATION RULES AND REGULATIONS YEAR 11 AND YEAR 13 :**

We have attached the Rules and regulations for the Mock Examinations. Please note that the students must be in FULL AND COMPLETE SCHOOL UNIFORM (including the correct school jacket ) and they must have the correct stationery. **ONLY BLACK BALL POINT PENS.** The school will not be providing stationery. It has been a disappointing experience that even during the Mock Computer Science practicals, many students did not have a black ball point pen even among other missing stationery items.

## **9) ADMISSION TO A-LEVELS:**

We have already sent this circular on the 23<sup>rd</sup> of September 2022 and several weeks after that but since it is close to the end of the year for Year 11 students , we want to remind parents about A-Level admissions. **A link for the A-Level admission form will be made available in the month of June 2023.**

## **10) UNIFORM INFRACTIONS – WE NEED PARENTS SUPPORT IN ENSURING THAT CHILDREN ARE UNIFORM COMPLIANT:**

Parents are hereby notified that we have been very disappointed with the large number of uniform infractions , especially among senior students. These include very long and unruly hair of boys ( kindly ensure that proper haircuts are undertaken this weekend ) , long hair of girls untied, coloured and highlighted hair of girls ( we have specifically reminded parents at the end of last year that this is strictly not allowed ) , multiple ear piercings for girls, shorter than acceptable skirt lengths , long fingernails of both boys and girls etc. What is even more disappointing is the lack of collaboration from parents when we correct students for the same. We are conducting ongoing full and complete uniform checks. Students who need repeated reminders after this notification will be dealt with disciplinary action. Your collaboration will be greatly appreciated to this end. We need your support to help children realise that a certain decorum and neatness of appearance is required through all walks of life and we want them to learn the value of that here at school. It is very difficult for us to teach them these values when we do not have your support.

## **11) 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 legend of key dates is below.

<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>

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

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

## **13) 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.

## **14) 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 Spring Break.

Yours sincerely



Mr. Paul Asir Joseph  
( Principal )





## **ST. MARY'S Catholic High School, Dubai**

### **FINAL EXAMINATIONS – (YEARS 1 – 4) MAY 2023**

<b>DATE</b>	<b>DAY</b>	<b>YEAR ONE</b>	<b>YEAR TWO</b>	<b>YEAR THREE</b>	<b>YEAR FOUR</b>
4 <sup>th</sup> May	Thu	English Writing	English Writing	English Writing	English Language
5 <sup>th</sup> May	Fri	History	PSHE	UAE Social Stu.	Moral Education
8 <sup>th</sup> May	Mon	Science	Science	Maths	Maths
9 <sup>th</sup> May	Tue	English Reading	English Reading	English Reading	English Lit.
10 <sup>th</sup> May	Wed	No Exam	Arabic	Geography	French
11 <sup>th</sup> May	Thu	PSHE	UAE Social Stu.	Moral Education	Rel. Studies/ Ctz
12 <sup>th</sup> May	Fri	Geography	Rel. Studies/ Ctz	PSHE	Arabic
15 <sup>th</sup> May	Mon	Maths	Maths	Science	Science
16 <sup>th</sup> May	Tue	No Exam	Geography	Rel. Studies/ Ctz	History
17 <sup>th</sup> May	Wed	Rel. Stu./Ctz.	History	Arabic	Geography
18 <sup>th</sup> May	Thu	Arabic	Moral Education	History	UAE Social Stu
19 <sup>th</sup> May	Fri	No Exam	No Exam	No Exam	No Exam

**On the 4<sup>th</sup> and 5<sup>th</sup> of May -regular lessons after the exams, 8<sup>th</sup> – 19<sup>th</sup> May- students leave after the exams at 11:00 am. When there is NO EXAM-students remain at home.**



**FINAL EXAMINATIONS – (YEARS 5 & 6) MAY 2023**

<b>DATE</b>	<b>DAY</b>	<b>YEAR FIVE</b>	<b>YEAR SIX</b>
4 <sup>TH</sup> May	Thu	English Language	English Language
5 <sup>th</sup> May	Fri	Art	Art
8 <sup>th</sup> May	Mon	Science	Rel. Studies/ Ctz
9 <sup>th</sup> May	Tue	English Literature	English Literature
10 <sup>th</sup> May	Wed	UAE Social Studies	Arabic
11 <sup>th</sup> May	Thu	History	UAE Social Studies
12 <sup>th</sup> May	Fri	French	Moral Education
15 <sup>th</sup> May	Mon	Maths	Science
16 <sup>th</sup> May	Tue	Arabic	French
17 <sup>th</sup> May	Wed	Rel. Studies/ Ctz	Maths
18 <sup>th</sup> May	Thu	Geography	History
19 <sup>th</sup> May	Fri	Moral Education	Geography

**On the 4<sup>th</sup> and 5<sup>th</sup> of May -regular lessons after the exams, 8<sup>th</sup> – 19<sup>th</sup> May- students leave after the exams at 11:00 am.**



**FINAL EXAMINATIONS – (YEARS 7 & 8) MAY 2023**

<b>DATE</b>	<b>DAY</b>	<b>YEAR SEVEN</b>	<b>YEAR EIGHT</b>
4 <sup>TH</sup> May	Thu	English Language 1 & 2 Paper 2 before break Paper 1 after break	English Language 1 & 2 Paper 2 before break Paper 1 after break
5 <sup>th</sup> May	Fri	English Literature 1 & 2	English Literature 1 & 2
8 <sup>th</sup> May	Mon	Science	Maths Paper 1 & 2
9 <sup>th</sup> May	Tue	Moral Education	Islamic Studies/Bible/Ctz.
10 <sup>th</sup> May	Wed	Geography & Art	UAE Social Studies
11 <sup>th</sup> May	Thu	Islamic Studies/Bible/ Ctz.	Computing
12 <sup>th</sup> May	Fri	History	Science
15 <sup>th</sup> May	Mon	Arabic	Geography & Art
16 <sup>th</sup> May	Tue	French	French
17 <sup>th</sup> May	Wed	Maths	Moral Education
18 <sup>th</sup> May	Thu	UAE Social Studies	Arabic
19 <sup>th</sup> May	Fri	Computing	History

**On the 4<sup>th</sup> and 5<sup>th</sup> of May -regular lessons after the exams, 8<sup>th</sup> – 19<sup>th</sup> May- students leave after the exams at 11:00 am.**



**FINAL EXAMINATIONS – (YEARS 9 & 10) MAY 2023**

<b>DATE</b>	<b>DAY</b>	<b>YEAR NINE</b>	<b>YEAR TEN</b>
4 <sup>th</sup> May	Thu	English Language 2 English Language 1	English Language 2 English Language 1
5 <sup>th</sup> May	Fri	Maths Cal and Non Cal	Maths Cal and Non Cal
8 <sup>th</sup> May	Mon	English Literature 1 / History/	Moral Ed. & UAE SST.
9 <sup>th</sup> May	Tue	ICT/ Computer Science	English Lit. 1 / History Paper 1
10 <sup>th</sup> May	Wed	Biology /Accounting	Physics/ Business
11 <sup>th</sup> May	Thu	Religious Studies	Psychology
12 <sup>th</sup> May	Fri	Chemistry/ Economics	Biology /Accounting
15 <sup>th</sup> May	Mon	UAE SST. & Moral Ed.	Arabic
16 <sup>th</sup> May	Tue	Psychology	Chemistry/ Economics
17 <sup>th</sup> May	Wed	Physics/ Business	ICT/ Computer Science
18 <sup>th</sup> May	Thu	Arabic	Religious Studies
19 <sup>th</sup> May	Fri	English Lit 2	English Lit 2/ History Paper 2

**On the 4<sup>th</sup> and 5<sup>th</sup> of May -regular lessons after the exams, 8<sup>th</sup> – 19<sup>th</sup> May- students leave after the exams at 11:00 am. When there is NO EXAM-students remain at home.**





**FINAL EXAMINATIONS – (YEAR 12) MAY 2023**

<b>DATE</b>	<b>DAY</b>	<b>SUBJECTS</b>
4 <sup>th</sup> May	Thu	<b>Physics 1- 2hrs</b>
5 <sup>th</sup> May	Fri	<b>Business Studies 1-2hrs</b>
8 <sup>th</sup> May	Mon	<b>Biology 1-2hrs</b>
9 <sup>th</sup> May	Tue	<b>Psychology 1-2hrs</b>
10 <sup>th</sup> May	Wed	<b>Economics 1-2hrs &amp; Arabic (A)- 2hrs 30 min Arabic (B) – 2 hrs</b>
11 <sup>th</sup> May	Thu	<b>Mathematics ( Pure )- 2hrs</b>
12 <sup>th</sup> May	Fri	<b>NO EXAM</b>
15 <sup>th</sup> May	Mon	<b>Chemistry 1-2hrs</b>
16 <sup>th</sup> May	Tue	<b>Islamic Studies -2hrs</b>
17 <sup>th</sup> May	Wed	<b>Mathematics ( Statistics)- 2 hrs</b>
18 <sup>th</sup> May	Thu	<b>NO EXAM</b>
19 <sup>th</sup> May	Fri	<b>NO EXAM</b>



OUR REF : .....

TRN : 100259955100003

Tuesday, 21<sup>st</sup> March 2023

**To: The Parents of students in Years 1-10 and Year 12**  
**DISTANCE LEARNING ON THE TWO FRIDAYS DURING**  
**RAMADAN – 24<sup>TH</sup> MARCH & 14<sup>TH</sup> APRIL 2023.**

Dear Parents,

**Greetings from Saint Mary's.** This is an urgent update regarding Distance Learning for the two Fridays during Ramadan : 24<sup>th</sup> March and 14<sup>th</sup> April 2023.

An overwhelming majority of parents opted for Distance Learning for the two Fridays during Ramadan. This is applicable to years 1-10 and Year 12. Years 11 and 13 will be on-site for their Mock Examinations.

Years 9F and 9D and Years 5C and 5D will be having online lessons with their Maths and Science teachers as these classes have been selected for the TIMSS 2023 Study BY THE Government of Dubai. Year 12 will also have online lessons with their teachers.

For other classes from years 5-10, teachers will use this time to send revision set tasks which must be done during the lesson time and turned in for correction at the end of the lesson.

For years 1-4, teachers will give students prepared tasks on Thursday and they must complete these on Friday and return these to their teachers after the Spring Break. Students from years 5-10 will receive their attendance based on their work submission in GC.

**RAMADAN TIMINGS :**

- **MON-THU : 7:10 AM TO 12:10 PM**
- **FRIDAYS : 7:10 AM TO 11:55 AM**

For those parents who had not opted for Distance learning, you may send the child to school and they will complete their tasks in school. Please send a fully charged device with them. Please send the class teachers an email this evening to notify him/her if your child is attending on-site.

We take this opportunity to wish each and every one of you a good evening.

Yours sincerely

Mr. Paul Asir Joseph  
( Principal )





OUR REF : .....

TRN : 100259955100003

Friday, 10<sup>th</sup> March 2023

## **To : The Parents of students from Year One to Year Ten and Year 12**

Dear Parents,

We are in the process of organizing our records for the **next Academic Year 2023-2024**. Please fill up this form, sign and scan it and email it to your son / daughter's class teacher by **21<sup>st</sup> April 2023 as the final date for the form to be received by the school.**

Please read the following information very carefully before you make your final choice:

**CRITERIA FOR RE-REGISTERING YOUR CHILD FOR THE NEXT ACADEMIC YEAR 2023-2024- Please note that filling out this form is MANDATORY for every parent.**

- 1) There should **not be any OUTSTANDING FEES** for the current Academic Year 2022-2023. In case you re-register your child by error but still have outstanding fees, then the **AED 500/-** which is the re-registration amount will be adjusted towards the **OUTSTANDING FEE** and **WILL NOT** be considered as a **RE-REGISTRATION AMOUNT**. In addition, students who have **OUTSTANDING AMOUNTS** by the end of this year will automatically not **be re-registered for the next Academic Year**. We strongly urge **ALL** parents who still have Outstanding Fees to clear these without any further delay.
- 2) Please be informed that even though the KHDA sends out the Parent-School Contract to all parents by default via email, it will not be considered binding even if you sign it, if you still have outstanding fees for your ward.
- 3) Parents will have to pay **AED 500/-** as a **RE-REGISTRATION AMOUNT** that will be adjusted with your child's **FIRST TERM FEE** for the next Academic Year 2023-2024. **This amount has to be paid via the SKIPLY APP from the 10<sup>th</sup> of APRIL 2023 with a FINAL DEADLINE of 20<sup>th</sup> April 2023.**

- 4) Please note that once you re-register your child and pay the re-registration amount but then wish to cancel the same, the amount of AED 500/- shall not be refundable.
- 5) Parents who respond that they are not re-registering their child for the next Academic Year 2023-2024 MUST fill out the attached form to apply for a Leaving Certificate that will be issued at the end of this Academic Year.
- 6) **For parents who do not fill out the form by 21<sup>st</sup> April, 2023, we will consider it as a case of non- registration for the next Academic Year 2023-2024.**
- 7) **Kindly fill out this form and scan it and email it back to your child's class teacher along with the scanned SKIPLY receipt for payment of the re-registration amount of AED 500/-.**

Yours sincerely,



Mr. Paul Asir Joseph  
( Principal )



NAME OF STUDENT : \_\_\_\_\_

YEAR AND SECTION : \_\_\_\_\_

Please tick the number that applies to you.

\_\_\_\_\_ 1. **Yes**, my son/daughter is coming back for the next Academic Year 2023-2024

\_\_\_\_\_ 2. **No**, my son/daughter is **NOT** coming back for the next Academic Year 2023-2024

**I have read all of the criteria above and I understand the conditions associated with re-registration for the next Academic Year 2023-2024.**

NAME OF PARENT: \_\_\_\_\_

PARENT SIGNATURE : \_\_\_\_\_ DATE : \_\_\_\_\_

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OUR REF : .....

TRN : 100259955100003

DATE : Friday, 17<sup>th</sup> March 2023**To : Parents of students in Years FOUR THROUGH TEN:****GL EXAMINATIONS IN ENGLISH LANGUAGE, MATHS & SCIENCE**

Dear Parents,

**Greetings from St. Mary's Catholic High School, Dubai.** As part of our commitment to the National Agenda targets, and with a view to tracking progress and identify gaps in learning, our school will participate in the GL-Progress Tests in English, Math and Science which are online tests. GL Education , 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. These are compulsory International Tests that have to be undertaken as mandated by KHDA.

**GL EXAMINATIONS WILL CONTRIBUTE TO THE OVERALL MARKS FOR THE FINAL EXAMINATIONS.**

**ENGLISH LANGUAGE**

YEAR GROUP	ASSESSMENT IN MAY	GL EXAMINATION	FINAL EXAMINATION RESULT
FOUR	APPLICABLE	APPLICABLE	Assessment + GL Result
FIVE	APPLICABLE	APPLICABLE	Assessment + GL Result
SIX	APPLICABLE	APPLICABLE	Assessment + GL Result
SEVEN	APPLICABLE	APPLICABLE	Assessment + GL Result
EIGHT	APPLICABLE	APPLICABLE	Assessment + GL Result
NINE	APPLICABLE	APPLICABLE	Assessment + GL Result
TEN	APPLICABLE	APPLICABLE	Assessment + GL Result

## MATHEMATICS

YEAR GROUP	ASSESSMENT IN MAY	GL EXAMINATION	FINAL EXAMINATION RESULT
FOUR	APPLICABLE	APPLICABLE	Assessment + GL Result
FIVE	APPLICABLE	APPLICABLE	Assessment + GL Result
SIX	APPLICABLE	APPLICABLE	Assessment + GL Result
SEVEN	APPLICABLE	APPLICABLE	Assessment + GL Result
EIGHT	APPLICABLE	APPLICABLE	Assessment + GL Result
NINE	APPLICABLE	APPLICABLE	Assessment + GL Result
TEN	APPLICABLE	APPLICABLE	Assessment + GL Result

## SCIENCE

YEAR GROUP	ASSESSMENT IN MAY	GL EXAMINATION	FINAL EXAMINATION RESULT
FOUR	APPLICABLE	APPLICABLE	Assessment + GL Result
FIVE	APPLICABLE	APPLICABLE	Assessment + GL Result
SIX	APPLICABLE	APPLICABLE	Assessment + GL Result
SEVEN	APPLICABLE	<b>NOT APPLICABLE</b>	Assessment
EIGHT	APPLICABLE	APPLICABLE	Assessment + GL Result
NINE	APPLICABLE	APPLICABLE	Assessment + GL Result
TEN	APPLICABLE	APPLICABLE	Assessment + GL Result

***The entry fee is AED 90/- the exact amount of which must be paid via the SKIPLY APP. Please be aware that these are COMPULSORY EXAMS as part of the NATIONAL AGENDA and THEY ALSO CONTRIBUTE TO THE OVERALL SCORE OF THE FINAL EXAMINATIONS FOR THESE THREE SUBJECTS and no exemption can be granted to any student. The Final date for payment of the GL fee is 10<sup>th</sup> April 2023.***

These tests will be conducted in school during the month of May and June 2023. We shall send you a follow up circular with more information and details of the exact dates for each year group at a later date.

**We would therefore ask you as parents to kindly make this payment of AED 90/- via the SKIPLY APP and kindly email the receipt to your child's class teacher when you make the payment.**

Yours sincerely,



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





OUR REF : .....

TRN : 100259955100003

## **MOCK EXAMINATION RULES & REGULATIONS**

### **YEARS 11 AND 13**

**(UPDATED- 10<sup>th</sup> MARCH 2023)**

- 1) ALL CANDIDATES MUST REPORT AT 7:00 AM SHARP. Examinations will begin at 7:10 am. No extra time for later comers.**
- 2) NO WRIST WATCHES ALLOWED AT ALL !!!** ( This includes both smart watches and regular digital / analogue wrist watches as well ). **NO ELECTRONIC DEVICES OF ANY SORT.** ( Except a calculator ) Any Bluetooth device found with a student during an exam will be considered as malpractice and will lead to disqualification.
- 3) Calculators MUST NOT HAVE COVERS.**
- 4) Only BLACK BALL POINT PENS** must be used.
- 5) Students must ensure that they have ample supply of their own stationery to include Black ball point pens, pencils ( only for drawing ), erasers, geometry equipment to include 30 cm rulers, protractors, compass, calculators ( without covers ), tracing paper ( for Maths ).**
- 6) Cancellations of rough work or wrong answers must be made by cutting across them neatly with a single line.**
- 7) The following are STRICTLY PROHIBITED :** Correcting pens, correcting fluid or tape, erasable pens or blotting paper, highlighters or gel pens.
- 8) Students must not borrow or communicate in any way with, ask for help from or give help to another candidate while in the examination hall.**

- 9) Students should raise their hands to attract an invigilator's attention.
- 10) If the fire alarm sounds, please remain seated and wait for instructions from the invigilator.
- 11) Only clear transparent plastic pouches or packets for stationery.
- 12) **STUDENTS MUST CARRY THEIR STATEMENT OF ENTRY FOR EVERY SINGLE EXAMINATION.** This will be issued from Monday, 13<sup>th</sup> March 2023. This will be checked before the start of each examination.
- 13) Water bottles must be transparent without any labels on it. Please remove the brand label if you are using commercial water bottles.
- 14) **FLASKS ARE NOT ALLOWED.**
- 15) Please note that any form of malpractice during the exams will lead to disqualification.
- 16) Students must be in proper school uniform. If you wish to wear a pull over / jacket inside the examination hall, please note that only the SCHOOL HOODIE or THE SCHOOL BRANDED VARSITY JACKET will be allowed. However during an exam, hoodies must not cover the ears or head.
- 17) Students must not write any inappropriate, obscene or offensive material on the paper.
- 18) If you leave the examination room unaccompanied by an invigilator before the exam has finished , you will not be allowed to return.
- 19) **ANY MALPRACTICE OF ANY KIND WILL LEAD TO DISQUALIFICATION.**







OUR REF : .....

TRN : 100259955100003

DATE: Friday, 23<sup>rd</sup> September 2022

**To: Parents of Year Eleven Students -  
ADMISSION TO TWO YEAR A-LEVEL GCE PROGRAMME**

Dear Parents,

Greetings from St. Mary's Catholic High School Dubai. We invite you to read this circular very carefully as it has important information for parents regarding admission to the **Two year A-Level GCE Programme**.

**We would like to point out very clearly, that admission to A-Level is not automatic and is a completely new process.**

The conditions for a student to be considered for a place in A-Levels are as follows.

- **SHOULD HAVE AN EXCELLENT BEHAVIOUR RECORD**
- **4 SUBJECTS TO BE OPTED FOR and a high grade average in the same.**
- **Admissions will be MERIT-BASED.**
- Hold a high grade **average** in all subjects ( Internal Exams ) in Year Eleven.
- Should have not had any serious or repeated disciplinary issues over Years Nine through Eleven.
- Should not have engaged in activities, in or out of school, which tarnish the reputation of the school.
- **Hold a minimum attendance record of 95%**
- **Be prepared for an entrance exam in the subject opted for that has not been taken at O-Level**

**We would also like to bring to your attention that under the British system, a student completes high school with the completion of his/her O-Level. Hence the admission to A-Level is then a process of a 'NEW ADMISSION'.**

**Those students who take Arabic as a First language and Islamic Studies in A-Level will have to maintain a minimum aggregate attendance percentage of 95% for Arabic and / or Islamic Studies lessons, FAILING WHICH STUDENTS WILL NOT BE ISSUED A SCHOOL LEAVING CERTIFICATE/ATTESTED CERTIFICATES OR RECOMMENDATION LETTERS. Students who do not reflect this 95% aggregate attendance after the first month of enrollment might not be allowed to continue the A-Level programme.**

Please note that St. Mary's Catholic High School offers the GCE Advanced Levels Linear Programme which means that we DO NOT OFFER **AS LEVEL CERTIFICATION** at the end of Year 12. This is a standalone qualification and results are declared only at the end of Year 13.

The whole two year Programme has to be completed for any equivalency certification.

Please consider all the criteria above while planning ahead with the next phase in your child's educational journey. Parents should also be aware that even if all criteria are met, **competition for places remains very stiff as seats are limited** and therefore, **we strongly recommend that all parents should ensure that their children have a back-up plan. This would include applying to other institutions besides St. Mary's.**

Thank you for your kind co-operation.

Yours sincerely,



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

