



OUR REF :

TRN : 10025995510003

Friday, 5th May 2023

To: The Parents of students in Years 1-13
WEEKLY CIRCULAR BEFORE WEEK THIRTY-ONE

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.

NEW AND URGENT:

- **SCHOOL TIMINGS FROM 8TH TO 19TH MAY – 7:10 – 11:00 AM.**
- **Children must be collected on time.**
- **CLARIFICATION REGARDING YEAR 11 PROM**
- **RE-REGISTRATION FOR THE NEXT YEAR: The final date for re-registration was 20th April, students not re-registered will now be considered as not coming back for the next Academic Year 2023-2024.**

ALL PARENTS PLEASE NOTE THAT THE WINDOW FOR PAYMENT OF THE SECOND TERM FEES WAS BETWEEN THE 1ST OF DECEMBER 2022 AND THE 31ST 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) SCHOOL TIMINGS FROM 8TH TO 19TH MAY 2023:

Parents are reminded that school ends at 11:00 am from 8th to 19th May 2023. Parents are requested to please ensure that children are picked up on time. We would advise sending enough water and snacks so that we can get the children to eat after their exams.

2) CLARIFICATION REGARDING YEAR 11 PROM:

Parents of YEAR 11 students are requested to please check the important attachment regarding the YEAR 11 PROM.

3) 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 next week. Please note that Year 9 and 10 will have their ART FINAL EXAMS on the 24th and 25th of May 2023 respectively.

4) 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 next week. **STUDENTS MUST HAVE THEIR FULLY CHARGED DEVICES FOR THE GL EXAMS, EITHER A LAPTOP OR A TABLET.**

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

Please note that the Final date for re-registering your child for the next academic year has passed. Children not re-registered will be considered as not returning for the next academic year. Students with outstanding fees, must first clear these fees and only then can they be re-registered for the next year.

6) ADMISSION TO A-LEVELS :

We have already sent this circular on the 23rd 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.**

7) 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.

8) APPROVED KHDA CALENDAR FOR ACADEMIC YEAR 2022-2023:

Please check all information related to the same from our WELCOME BACK CIRCULAR dated 26th August 2022. The legend of key dates is below.

4th and 5th May 2023	Final exams (Years 1-10 and year 12) in the morning session and regular lessons after break
8th to 19th May 2023	Final exams (Years 1-10 and Year 12 in the morning and students go home after the exam.
22nd May	Holiday
26th June	Last day for students and staff

9) SOCIAL MEDIA FREQUENT CHECKS BY PARENTS FOR SECONDARY & UPPER PRIMARY CHILDREN :

Please refer to our circular of 16th September 2022.

10) 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 16th September.

11) 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 and she will get back to you. Please include your telephone number in case she needs to call you.

Yours sincerely



Mr. Paul Asir Joseph
(Principal)





OUR REF :

TRN : 100259955100003

DATE: 28th April 2023

**To: Parents of students in Year 11 –
PRIVATE PARTY BEING ORGANISED AS A SCHOOL PROM**

Dear Parents,

Greetings from Saint Mary's. We had been approached by a representation of students from Year 11 about the school prom as is customary for the year 11 cohort every year. The school offered its full support to them in organizing the prom. However, after the Eid break, the same representation of students approached the Vice Principal and explained that the children in the cohort did not want the school to be involved since they wanted to bring their 'plus ones' who are from other schools and/or universities.

The school usually supports students in this initiative and ensures that the event is chaperoned, however since the students are inviting 'plus ones' who are not students of the school, the school cannot be responsible for outsiders. We would like to clarify that the school is not involved in any way in the organization of this event and will not be liable or responsible for any actions that occur at the event or as part of it. This is a private party being organized privately and NO STAFF members will be in attendance.

We would also like to remind the organizers of this event that the school name or any derivative of the school name and/ or logo should not be used in naming the event or in any materials connected with the event for which no prior permission has been sought.

We will also be informing the hotel authorities of the same as we would like them to understand their own liability in using the school's name for an event that has not been officially organized by the school.

As per information from the students, the event is scheduled for 20th June at Radisson Blu Hotel, Dubai, Canal View.

We thank you for your understanding in this matter.

Yours sincerely,

Mr. Paul Asir Joseph
(Principal)





ST. MARY'S Catholic High School, Dubai

FINAL EXAMINATIONS – (YEARS 1 – 4) MAY 2023

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

On the 4th and 5th of May -regular lessons after the exams, 8th – 19th 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

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

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



FINAL EXAMINATIONS – (YEARS 7 & 8) MAY 2023

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

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



FINAL EXAMINATIONS – (YEARS 9 & 10) MAY 2023

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

On the 4th and 5th of May -regular lessons after the exams, 8th – 19th 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

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



ST. MARY'S CATHOLIC HIGH SCHOOL

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OUR REF :

TRN : 100259955100003

DATE : Friday, 17th 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	NOT APPLICABLE	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 10th 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

DATE: Friday, 23rd 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)





OUR REF :

TRN : 100259955100003

Friday, 10th 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 **21st 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 10th of APRIL 2023 with a FINAL DEADLINE of 20th 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 21st 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 : _____