



OUR REF : .....

TRN : 100259955100003

Friday, 22<sup>nd</sup> November 2024

**To: The Parents of students in Years 1-13**

## **WEEKLY CIRCULAR BEFORE WEEK FOURTEEN**

Dear Parents,

**Greetings from Saint Mary's.** We trust that this update finds you and your families safe and healthy. Please read on to find out important information that is relevant to your child and/or his/her year group.

### **NEW UPDATES:**

- **INTERNATIONAL TRIP FOR STUDENTS (YEARS 7-13) JUNE 2025**  
-Please see separate information brochure.
- **29<sup>TH</sup> NOVEMBER -NATIONAL DAY CELEBRATIONS - More information during the week.**
- **FIRST REPORT DAY (PARENT TEACHER MEETING) 23<sup>RD</sup> NOVEMBER – See separate circular.**
- **DC BOOK FAIR IN SCHOOL, 23<sup>RD</sup> November – Boys library.**

**1) STUDENT OVERSEAS TRIP , JUNE 2025 ( YEARS 7 – 13 ):** Parents of Years 7 to 13 students are invited to check the separate brochure for the student overseas trip being planned for June 2025. Planning is being done well in advance so as to allow time for visa appointments and overseas trip payments in installments. Parents who are interested are invited to come to school on Friday, 6<sup>th</sup> December 2024 at 9:00 am to the Main Hall to meet representatives from Scravel. There are also contact numbers on the brochure for parents who wish to contact them directly in advance .

**2) FIRST REPORT DAY & PARENT-TEACHER MEETING 23<sup>RD</sup> NOVEMBER 7:30 TO 11:30 AM ( ALL YEAR GROUPS ):**

Parents are reminded to please check the names of teachers with your child before you come in tomorrow. A teacher location map has been attached for your reference.

**3) DC BOOK FAIR @ SAINT MARY'S , 21<sup>ST</sup> TO 23<sup>RD</sup> November :** As part of our ongoing efforts to cultivate a love of reading in our students, St. Mary's Catholic High School is collaborating with the leading book seller of the region, DC books , to organise a book fair for our children. The fair will take place from November 21-23 on school premises. Students will get a chance to browse their favourite titles and buy books on these days. On Saturday, 23<sup>rd</sup> November , parents will also have a chance to attend and pick up books for their children as we have the first PTM scheduled for the same day.

**4) READING BINGO ( READING CHALLENGE FOR ALL YEAR GROUPS ) :** An exciting new reading challenge for students of all year groups. Please see attached flyer for details.

**5) SIMS PARENT APP REGISTRATION – IMPORTANT UPDATE** St. Mary's is committed to providing parents with a secure and reliable way to stay connected with their child's education. To achieve this, we're implementing some enhancements to the SIMS Parent App registration process. To streamline the app and ensure everyone has access to the latest features, we'll be re-registering all parents for the SIMS Parent App.

Lookout for an Email: You will receive an email from the school's IT department with instructions on how to re-register. Activate Your Account (Parents Only): Parents will receive a separate email with an invitation code from [noreply@sim.co.uk](mailto:noreply@sim.co.uk). Use this code to activate your parent account within the app. Complete the Registration: Follow the steps outlined in the email to complete the re-registration process. We appreciate your cooperation and look forward to providing a more secure and informative experience through the SIMS Parent App.

**For any questions, please contact the school IT department at [itsupport-smchs@smgeducation.org](mailto:itsupport-smchs@smgeducation.org)**

**6) FIRST TERM FEES TO BE PAID WITHOUT DELAY :** All parents please note that the deadline for the First Term Fees was September 20<sup>th</sup> . The timely payment of fees is crucial to the sustainable functioning of the school. We urge those parents who have not yet made the First Term fee payments to kindly do so without any further delay. First Term fees that have not been paid will now be considered as outstanding and we will not be able to issue corrected assessment papers, report cards and any other official documents .

We would also like to clarify that when late payments are made, papers and reports cannot be released immediately. There is a fairly lengthy process to be completed and so we request all parents to kindly be patient in this regard.

**7) SIMPLY BOTTLES RECYCLING PLASTIC WATER BOTTLES:** We are inviting parents to please support the children in this campaign as we really would like them to value the importance of recycling. In addition to prizes from Simply Bottles , we will be awarding three classes ( YEARS 1-4/ YEARS 5-8/ YEARS 9-13 ) with the highest number of bottles recycled with a picnic day out in January 2025. Please send the empty plastic water bottles collected with your child each day. This campaign will run until the 9<sup>th</sup> of December 2024. Last Year our school won the **FIRST PRIZE** among all other participating schools for this.

We would greatly appreciate if these bottles could be smashed before sending them to school.

**8) 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 attached to this weekly notice.

**9) APPROVED KHDA CALENDAR FOR ACADEMIC YEAR 2024-2025:** Parents are requested to check the approved KHDA School Calendar for the Academic Year 2024-2025 that has been attached to this circular for your easy reference. This will help you plan ahead. If the regulators make any changes to the same, we will inform you immediately. Please note that only emergency medical leave will be approved during school days. Leave for family holidays and celebrations must coincide with the school holidays as per the KHDA calendar. **Leave for events like graduations, weddings, parties etc will not be granted during school days and if absences like this occur during exams, there will be no re-exams in that case. We expect parents to respect these dates and not request leave during school days.**

## KEY DATES IN THE APPROVED KHDA CALENDAR

**Parents are strongly reminded not to plan holidays/ celebrations and other events outside the approved holiday slots in the calendar as these will not be approved.**

26 <sup>th</sup> AUGUST 2024	School re-opens for ALL STUDENTS
30 <sup>th</sup> SEPTEMBER 2024	Holiday for students
10 <sup>th</sup> to 23 <sup>rd</sup> OCTOBER 2024	Window for mid-term assessments
1 <sup>st</sup> NOVEMBER 2024	Diwali Holiday
11 <sup>th</sup> NOVEMBER 2024	Holiday for all students
2 <sup>nd</sup> & 3 <sup>rd</sup> DECEMBER 2024	National Day Holidays
14 <sup>th</sup> DECEMBER 2024 – 5 <sup>th</sup> JANUARY 2025 ( Inclusive )	Winter Break
6 <sup>th</sup> JANUARY 2025	School re-opens after the Winter Break
10 <sup>th</sup> – 24 <sup>th</sup> JANUARY – 2025	First Term Examinations in the morning. Regular lessons after break. Students will not be allowed to go home after the morning's exam.
13 <sup>th</sup> FEBRUARY 2025	Sports Day Years 5-13 ( subject to change )
17 <sup>th</sup> FEBRUARY	Holiday for all students
21 <sup>st</sup> FEBRUARY 2025	Sports Day Years 1-4
7 <sup>th</sup> to 21 <sup>st</sup> March 2025	Window for Mid-term assessments
14 <sup>th</sup> -21 <sup>st</sup> MARCH 2025	Mock Examinations years 11 and 13
7 <sup>th</sup> to 11 <sup>th</sup> APRIL 2025	
22 <sup>nd</sup> MARCH – 6 <sup>TH</sup> APRIL 2025 ( Inclusive )	Spring Break
17 <sup>th</sup> & 18 <sup>th</sup> APRIL 2025	Holiday for all students
13 <sup>th</sup> MAY 2025	Study Holiday
14 <sup>th</sup> 15 <sup>th</sup> & 16 <sup>th</sup> MAY 2025	Final exams in parallel with regular lessons
19 <sup>th</sup> to 28 <sup>th</sup> MAY 2025	Final Exams and students go home at 11:30 am
5 <sup>th</sup> & 6 <sup>th</sup> JUNE 2025	Eid Al Adha ( subject to government declaration )
26 <sup>th</sup> JUNE 2025	Government Holiday
27 <sup>th</sup> JUNE 2025	Last day of school

**Please note that the GL EXAMS usually take place during the month of May and June.**

**10) 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 few 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.

**11) 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.

**12) 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.

**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 [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 long weekend.

Yours sincerely

Mr. Paul Asir Joseph  
( Principal )



## Links:

- [SMCHS – BOOK FAIR NOV 2024](#)
- [First Parent-Teacher Meeting / First Report Day](#)
- [SMCHS – PEARSON OUTSTANDING SCHOOL AWARD](#)
- [CALENDAR – NOVEMBER 2024](#)
- [READING BINGO \( READING CHALLENGE FOR ALL YEAR GROUPS \)](#)
- [FIRST TERM EXAMINATIONS – TIMETABLE, PORTIONS AND RULES](#)
- [FIRST TERM EXAMS JAN 2025 YEARS 1-10](#)
- [FIRST TERM EXAMS JAN 2025 YEAR 11](#)
- [FIRST TERM EXAMS JAN 2025 YEAR 12](#)
- [FIRST TERM EXAMS JAN 2025 YEAR 13](#)
- [SMCHS ANNUAL SPORTS MEET SCHEDULE 2024-2025](#)
- [ASTER CANVAS PAINTING COMPETITION \(AGES 4-16\)](#)
- [COLLECTION OF GCSE / IGCSE / IAL / GCE CERTIFICATES SUMMER 2024](#)
- [DHA Health & Happiness Challenge – SMCHS Link](#)
- [SAINTZ MUN TRYOUTS](#)
- [DHA Health and Happiness Schools Challenge](#)
- [Youth Leadership Programme](#)
- [IBT ARABIC EXAMINATIONS – ARABIC B](#)
- [KOMODO WELLBEING PLATFORM 2024-2025](#)
- [PERSONAL APPEARANCE](#)
- [CYBERBULLYING/ BULLYING / INAPPROPRIATE USE OF OR BULLYING ON SOCIAL MEDIA](#)
- [ADMISSION TO TWO YEAR A-LEVEL GCE PROGRAMME](#)





**CIRCULAR FOR INTERNATIONAL TRIP JUNE 2025**

**PRAGUE, VIENNA & BUDAPEST**



**Dear Parents,**

In continuation of our endeavor to expose our students to different experiences for their overall development, we have organized an educational trip to Prague, Vienna and Budapest tentatively starting between the 27<sup>th</sup> of June to 2<sup>nd</sup> July 2025 for 5 nights and 6 days. The trip highlights, inclusions and payment details are mentioned below for your reference. We hope that many children will be able to benefit from this experience and we look forward to providing them with further opportunities for travel and learning.

**TRIP HIGHLIGHTS**

- Guided tour of Prague
- Visit the final resting place of Bohemian kings, St. Vitus Cathedral
- See the Astronomical Clock in the Old Town Square, with its hourly Walk of the Apostles.
- Experience an educational lecture with a local bee expert.
- Guided tour of Vienna
- Kunsthistorisches Museum.
- Sightseeing tour to view the Hofburg Palace, the official residence of the President of Austria
- Visit Mozart's last remaining residence in Vienna

- Discover Mozart's music live with a candlelit performance by the Wiener Ensemble
- Indulge in Chocolate Workshop in Chocolate Museum with Tasting
- City tour of Budapest
- Visit the magnificent Gothic Revival building, the most ornate state parliament in Europe. Overlooking the river Danube, the Parliament building of Budapest

## INCLUSIONS

- Return International Flights
- Hotel Accommodation on twin/triple sharing basis
- 2 nights in Prague, 2 nights in Vienna and 1 Night in Budapest
- Visa Processing
- Travel Insurance
- Daily breakfast at the hotel
- Lunch and Dinner
- Sightseeing as mentioned in the itinerary
- Private Coach
- Accompanying Teacher from the school
- Experienced Scrvael Tour Manager

## PACKAGE COST

**AED 9900/- Plus 5% VAT all-inclusive of the above-mentioned trip inclusions.**

1 <sup>ST</sup> Instalment Nonrefundable	2 <sup>nd</sup> Instalment	3 <sup>rd</sup> Instalment	4 <sup>th</sup> Instalment	5 <sup>th</sup> Instalment	6 <sup>th</sup> Instalment
6 Dec 2024	5 Jan 2025	5 Feb 2025	5 Mar 2025	5 Apr 2025	5 May 2025
AED 2000	AED 1500	AED 1500	AED 1500	AED 1500	AED 1900

### Important Information:

- Open only for students from Year 6 onwards.
- Registrations will be accepted on a first come – first served basis.
- To enrol your child for this educational trip, kindly fill in the below consent slip and submit the same to the school with a passport copy and UAE residency visa copy of the student along with 1st instalment payment before 6 December 2024.
- Please note that the initial deposit/advance payment is non-refundable once registered.
- Cancellation charges and refunds post the 1st Instalment payment will be subject to the policies of the airlines and service providers.
- For further details, you may contact the school office on [l.pinto-smchs@smgeducation.org](mailto:l.pinto-smchs@smgeducation.org)





## **PARENT CONSENT SLIP**

### **INTERNATIONAL TRIP TO PRAGUE, VIENNA & BUDAPEST- 2025**

I, ..... Parent of  
student.....  
studying in Year \_\_\_\_\_ would like to enrol my child on this educational  
trip to Prague, Vienna and Budapest.

I hereby give my consent to enrolling my child for this trip by submitting the  
Copies of the initial documents and paying the non-refundable advance  
payment of AED 2000. I would like to be contacted for

further communication through emails on .....  
and through calls on.....

**Father's Signature:**

**Mother's Signature:**

**Date:**

**Date:**

***Please follow the below guidelines for payment.***

1. Download SKIPLY App from **google play store on your android device /App store on your apple device.**  
<https://play.google.com/store/apps/details?id=ae.skiplay.rakbank&hl=en&gl=US>
2. Sign up by entering your mobile number and email address. Select **"Create Account"**.
3. The next page will take you onto the main page. Select **"Schools"** in the Institutions & Services section below. Among the list of school's **search and type "SCRAVEL"** and **click "Next"**. *(Please note that you won't be able to search for your school directly)*
4. Enter student info. Fill in the student details and **select "Add Student"**. Once added, **click "Got it"**.
5. Student is now added. Please note that step 1 to step 4 is a 1-time registration process for new users. For future trips, please select log in and you will be redirected to the main page. If you have **multiple students**, you can **click "Add Student"** and repeat the process of typing **"SCRAVEL"** like in the Step 3 and entering the student info like in the Step 4.
6. To make any payment, please **Click on the "student's section"** and you will be redirected to the list of students you have added. **Find and select the name of your student** whom you wanted to make a payment.
7. After clicking the name of your student, you will be redirected to the list of schools. Find and select **"INTERNATIONAL TRIP 2025- SMCHS"**.
8. Select **the specified field trip "INTERNATIONAL TRIP TO PRAGUE, VIENNA & BUDAPEST"** and **click "Checkout"**.
9. Please read through the Consent Form and scroll down below. Fill in all the necessary details. Then **click "Next"**
10. You will be asked to put your signature, click **"Submit"** and click **"Checkout"**
11. You will be redirected to the payment method. You can change or add new card by clicking **"Add new card"**. Once decided, **click the "circle button"** and proceed clicking **"Pay"**. Make sure that the payment should be successful and click **"View Receipt"**
12. Once payment is done, you will be redirected to the Receipt section where you can see the Order and purchase details. **Click "Send receipt"**, enter your email address, and **click "Send"** to keep a copy for yourself.

**For further detail/assistance Kindly contact +971507701975 | support@scravel.com**



**ST. MARY'S CATHOLIC HIGH SCHOOL**

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**مدرسة القديسة مريم الكاثوليكية الثانوية**

ص.ب. ٥٢٢٣٢، دبي - الإمارات العربية المتحدة

maryscol@emirates.net.ae : بريد إلكتروني

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www.stmarysdubai.com : موقع ويب

+٩٧١ ٤ ٣٣٦٨١١٩ : فاكس

OUR REF : .....

TRN : 100259955100003

Friday, 8<sup>th</sup> November 2024.

**To: Parents ( Year One to Year Thirteen ) :**  
**First Parent-Teacher Meeting / First Report Day /**  
**PARENT - TEACHER MEETING DAY FACE-TO-FACE**

Dear Parents,

**Greetings from St. Marys.** The first Parent-Teacher Meeting / Report Day of the academic year will be a wonderful opportunity for you and your children's class teachers to share insightful information about them. The First Parent -Teacher Meeting has been **SCHEDULED ON *Saturday, 23<sup>rd</sup> November 2024 from 7:30am until 11:30am.***

Parents who wish to meet their children's class teachers may attend. Meeting slots are as follows.

**Class SIMS ROLL ORDER LIST:**

- Numbers 1-10 (7:30 - 8:30 am) ,
- 11-20 (8:30-9:30 am),
- 21-30 ( 10:00-11:00 am).

A-Level students will be given a different schedule in class, and they will explain to you how that will work.

**Report cards will be published on the SIMS PARENT APP in advance.**

Parents are asked to kindly jot down important points you wish to discuss with your child's class teacher and to not spend more than five minutes with the teacher as a courtesy to other parents. However, if you feel you need to spend a longer time with the class teacher, then it is advisable to make a private appointment with the class teacher at a later date by contacting them via email so they will schedule an appointment based on their availability.

Please send a similar email to any particular subject teacher that you feel you might need to meet personally, and a private appointment can be made on another day.

Yours sincerely,

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





## **PARENT-TEACHER MEETING : FIRST REPORT DAY**

**SATURDAY, 23<sup>rd</sup> Nov. 2024**

ALL CLASS TEACHERS ( YEARS 1-11 ) IN THEIR RESPECTIVE CLASSES

A-LEVEL SCIENCE BOYS' YEAR 13 CLASS TEACHER, Ms. Esmine : PHYSICS LAB

A-LEVEL SCIENCE BOYS' YEAR 12 CLASS TEACHER, Ms. Renuka : Room 34 ( boys first floor )

A-LEVEL SCIENCE GIRLS' YEAR 13 CLASS TEACHER, Ms. Mary : Room 234 ( girls first floor )

A-LEVEL SCIENCE GIRLS' YEAR 12 CLASS TEACHER Ms. Honey : BIOLOGY LAB

A-LEVELS COMMERCE BOYS & GIRLS year 12 and year 13, Ms. Elsa and Ms. Omana:

ROOM NO. 200 GIRLS' GR. FLOOR CORRIDOR

SENIOR LEADERS IN THEIR RESPECTIVE OFFICES

ALL SPED. EDUCATORS IN THEIR RESPECTIVE ROOMS

Ms. Susanna in the Physics Lab, Ms. Taha in the ladies staff room

Ms. Aurine , Ms. Reema , MS. Grisha– Library girls side

ALL SUBJECT LEADERS who are not class teachers or not mentioned above IN THE LADIES' MAIN STAFFROOM

Ms. Sreeparna, Ms. Shanila, Ms. Jeraldlin, Ms. Judith, Ms. Maryann , Ms. Bindu H, Ms. Lovey , Ms. Kankanika

Ms. Shalini in the art room, Ms. Carol Thomas in 7F with Mr. Mohammed . Ms. Orfan and Ms. Amani in their office

Counsellors Ms. Samantha and Ms. Natasha – in their respective offices

Mr. Chandra , Ms. Juanita , Ms. Madhu and Ms. Moniz to supervise prefects and assist parents with locations.



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

# BOOK FAIR



In an effort to cultivate an abiding love for reading in our children, we are very happy to announce that St. Mary's Catholic High School, in collaboration with DC Books, one of the largest book sellers in the region, is organising a book fair on school premises.

**Date: 21-23 November 2024 (Thursday - Saturday)**

**Venue: School Library**

**Time: School hours**

**Please note:**

- Students will be given time to go for the book fair and buy books on Thursday and Friday.
- Primary students (1-6) will be visiting the book fair with an accompanying teacher. They will be provided with an envelope next week, on which parents can mention how much money is enclosed, seal it and send it with the child. The children can pass this to their teacher for safekeeping.
- Parents may send money with the older children for this. They will also be given a chance to browse and purchase books if they wish.
- Please note that we expect the children to be careful and responsible with the money they bring.
- On Saturday, 23rd November, we will be having our first PTM and parents are invited to visit the book fair and get books for themselves or their children.

**Lets open new horizons for our children, one book at a time!**



**DC BOOKS**

Everyone has a good book