



OUR REF :

TRN : 10415399800000

Friday, 6th February 2026.**To: Parents (Years One to Years Thirteen): Second Parent-Teacher Meeting / Second Report Day/ PARENT-TEACHER MEETING**

Dear Parents,

Greetings from St. Marys. The second 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 second Parent-Teacher Meeting has been **SCHEDULED** on **Saturday, 21st February 2026 from 7:30 am until 12:30 pm**. Parents are encouraged to attend.

Meeting slots are listed below. Some parents may be called if there are serious academic and/or behavioural concerns.

Class SIMS ROLL ORDER LIST –

- **Numbers 1-10 (7:30 am - 8:30 am),**
- **11-20 (9:00 am - 10:00 am),**
- **21-30 (10:30 am -11:30 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; however, we will not be able to publish report cards of children who have outstanding first term fees. Reports cannot be published if fees are paid at the last minute. (For example, if fees are paid a few days before the report day, reports cannot be published immediately) . Kindly ensure that all outstanding fees are paid immediately if you have not yet done so.

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 subject teacher that you feel you might need to meet personally and a private appointment can be made on another day according to their scheduled timetable availability.

The school management might send a request to meet certain parents where there are serious academic and/or behavioural concerns.

Yours sincerely,

Mr. Paul Asir Joseph
(Principal)

