



OUR REF :

TRN : 100259955100003

Friday, 04 September 2026

To: The Parents of Students in Years 1-13
WEEKLY CIRCULAR BEFORE WEEK TWO

Dear Parents,

Greetings from Saint Mary's. We trust that this update finds you and your families well. It has been a wonderful week back to school with the children and we are grateful for your high level of collaboration and support.

NEW

- **DECLARATION FORMS-URGENT AND IMPORTANT - Parents of ALL STUDENTS.**
- **UAE NATIONAL ANTHEM OBSERVANCE - Students, Staff and Parents.**
- **SEPTEMBER 2026 CALENDAR - Parents of ALL STUDENTS.**
- **YEAR 13 EXTRA CLASS SCHEDULE - Parents of Year 13 students.**
- **YEAR 12 EXTRA CLASS SCHEDULE - Parents of Year 12 students.**
- **NGRT EXAMINATIONS - Parents of students from Years 2-10.**
- **CAT-4 EXAMINATIONS - Parents of students in Years 4, 6, 8 & 10.**
- **MOBILE PHONE LETTER TO PARENTS - Parents of ALL STUDENTS.**
- **PREDICTED GRADE POLICY- Parents of Year 12 and 13 students.**
- **SUBJECT CHANGE POLICY- Parents of secondary students.**
- **LITFEST COMPETITIONS- Please check the flyers attached.**
- **GEMA INTERNATIONAL STUDENT SPEAKER COMPETITION- Please check the flyers attached.**

Congratulations

ON YOUR
ACHIEVEMENT



Methumsa
Year 9E

Won 2nd Place in the Under 13 category at the
World Dancing Star Competition,
which was held on 27th August in Colombo Sri Lanka

Congratulations

ON YOUR
ACHIEVEMENT



Yafet Admassu

Year 12

Participated in the Final Round of the
Global Quantum Mechanics Challenge 2026 (GQMC).

Yafet was ranked among the
top 2% of all 4,500 participants
and has been awarded the **Silver Honour**.

Additionally, Yafet received
National Award - United Arab Emirates

DECLARATION FORM – FOR PARENTS OF STUDENTS FROM YEARS 1-13.

Parents of students are requested to carefully fill out these Declaration Forms for your children and please send THREE PRINTED COPIES back with your child to the class teacher by MONDAY, 07 SEPTEMBER 2026. Please type the information in block letters ONLY. The editable word document of the Declaration form will be sent to your child's email.

Parents of Years 1 to 6 are kindly reminded to also fill out the Declaration Forms in your child's diary, as communicated via the class group emails.

IMPORTANT CLINIC INFORMATION (ALL YEAR GROUPS): As per KHDA/ DHA guidelines, the annual Medical Forms, including the student Medical Form and Consent Fforms for First Aid, Emergency Care and Medical Examination, have been sent to students via email. Kindly complete the forms and send the **PRINTED HARD COPIES** with your child to the class teacher at your earliest convenience next week.

Please note that according to the new guidelines, all **YEAR 2 STUDENTS** and **YEAR 10 FEMALE STUDENTS** are required to undergo a Full Blood Count (CBC/FBC). The report should be recent (within the last three months). If you already have a recent CBC/FBC report, please attach a copy along with the completed medical forms.

Please note that our school office is closed on the first and third Saturdays of every month and the Administrative Staff work on the second and fourth Saturdays of every month from 8:00 AM to 12:00 PM. If the office needs to be closed on a first or third Saturday, it will be posted on the website on the preceding Friday.

NEW ADMISSIONS WHOSE TC's have not been submitted and/or KHDA REGISTRATION IS INCOMPLETE MUST NOT ATTEND SCHOOL UNTIL THE SAME HAS BEEN COMPLETED. THIS IS A MANDATORY GOVERNMENT REQUIREMENT. Please do not send children to school until and unless the KHDA registration has been completed.

Students who have outstanding fees of the previous year MUST NOT be sent to school as they have not been re-registered for this year 2026-2027. They can only be re-admitted once ALL outstanding dues have been cleared.

1) UNIFORM SALES / TEXTBOOKS FROM NOVEL HOUSE/ SCHOOL STATIONERY:

Please note that there will be no sale of uniforms and /or collection of pre-ordered books on Saturday, 05 September 2026. The school office will be closed, and Novel House will not be available this Saturday as well.

Novel House for uniforms and pre-ordered books will be open next week from 8:00 AM to 2:00 PM from Monday, 07 September to Thursday, 10 September at the school in Room number 7, opposite the school clinic. This is for the purpose of uniform purchase and collection of pre-ordered books.

2) SCHOOL TIMINGS AND DROP OFF AND PICK UP:

- **School timings are 7:10 AM until 1:50 PM from Mondays to Thursdays and 7:10 AM to 11:15 AM on Fridays.**
- **All students must be on the premises by 7:05 AM SHARP.**
- **Please note that no permission can be given for early dismissal or late arrival for students using public transport.**
- **Parents of Year 1 students can drop their children to their respective classrooms and pick them up from there until the 11th of SEPTEMBER 2026 ONLY.**
- **Parents of newly admitted students to Year 2 and 3 and 4 may also drop their children to their respective classrooms and pick them up from there until 11th September 2026 ONLY.**
- **OWN TRANSPORT PARENTS TO ACCESS GATE NO. 5.**
- **Years 1-3 pick- up time for own transport is 1:40 PM from Mondays to Thursdays and 11:05 AM on Fridays.**
- **Year 4 to 6 pick-up time is at 1:50pm from Mondays to Thursdays and 11:10AM on Fridays.**
- **Students using the Metro must use GATE NO. 4.**

Recently, we have noticed that several students are being dropped too early in the morning, sometimes even a whole hour before the start of the school day. It is important to note that our security and support staff are busy readying the building and the rooms for the school day and therefore children this early cannot be adequately supervised.

In order to ensure that every child is safe we have revised our gate timings as well as certain other procedures to ensure better supervision of children for their safety and well-being. **This went into effect from 02 SEPTEMBER 2026.**

THESE TIMINGS ARE FOR PARENTS AND STUDENTS

- Updated 04 Sept 2026

GATE NUMBER	OPENING TIME ARRIVAL	CLOSING TIME ARRIVAL	FOR WHOM?
FIVE	6:30 AM	7:15 AM	Own transport students .
THREE	6:40 AM	7: 10 AM	STIRICTLY ONLY STS BUS USERS-BUS ID WILL BE CHECKED
FOUR-MAIN SCHOOL GATE	6:25 AM	7:10 AM -LARGE GATE ONLY SIDE ENTRANCE OPEN FOR LATE COMERS	STUDENTS WHO USE PUBLIC TRANSPORT OR WHO WALK HOME
ACCESS VIA BOYS BASKETBALL COURT	6:40 AM	Depending on STS bus arrival	STIRICTLY ONLY STS BUS USERS-BUS ID WILL BE CHECKED
ACCESS via IT OFFICE PASSAGE	ONLY FOR STAFF	NA	ONLY FOR STAFF

THESE TIMINGS ARE FOR PARENTS AND STUDENTS

- Updated 04 September 2026

GATE NUMBER	OPENING TIME DISPERSAL	CLOSING TIME DISPERSAL	FOR WHOM?
FIVE	1:35 PM 11:00 AM (Fri)	2:10 PM 11:30 AM (Fri)	Own transport students
THREE	1:35 PM 11:00 AM (Fri)	2:10 PM 11:30 AM (Fri)	STRICTLY ONLY STS BUS USERS
FOUR-MAIN SCHOOL GATE	1:35 PM 11:00 AM (Fri)	2:10 PM -LARGE GATE 11:30 AM (Fri) ONLY SIDE ENTRANCE OPEN	STUDENTS WHO USE PUBLIC TRANSPORT OR WHO WALK HOME
ACCESS VIA BOYS BASKETBALL COURT	1:35 PM 11:00 AM(Fri)	2:10 PM 11:30 AM(Fri)	STS students and others.
ACCESS via IT OFFICE PASSAGE	ONLY FOR STAFF	NA	ONLY FOR STAFF

HOW WILL THIS WORK AT ARRIVAL TIME?

- STS students will remain on the bus with the Bus Guardians until 6:40 AM even if the bus reaches slightly earlier.
- Students who arrive before 6:40 AM will remain in the outside Holding Area (Boys Basketball Court / Boys' quadrangle and area just inside of Gate 5).
- Students will only be sent to class at 6:45 AM.
- **NO CHILD MUST EVER BE DROPPED OFF/ LEFT OUTSIDE A CLOSED GATE BY A PARENT as this is a serious safety issue and puts a child at risk.**
- Parents are advised to adjust their commute times to be in-line with these arrival procedures.
- Children must not be left unattended outside the school area.
- **NO DOUBLE PARKING OUTSIDE THE GATE OR NEARBY OR YOU RISK SERIOUS FINES FROM DUBAI POLICE.**

HOW WILL THIS WORK AT DISPERSAL TIME?

- Parents who come to pick up their children from school will only be allowed to enter the school premises through Gate 4 and 5 and only at 1:35 PM. This is being done with the safety and security of the children in mind.
- Parents **MUST** remain in the Holding Area advised by those staff near the gate.
- **NO DOUBLE PARKING OUTSIDE THE GATE OR NEARBY OR YOU RISK SERIOUS FINES FROM DUBAI POLICE.**

3) 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 attachment to this circular regarding the GL CAT4 examination. Please email the Skiplly receipt indicating payment for the same to your child's class teacher. **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.**

4) NGRT STANDARDISED LITERACY TEST YEARS 2-10: We have issued a separate circular for this and have attached it to this weekly circular. Please go through **this carefully**. Please email the Skiplly receipt indicating payment for the same to your child's class teacher. **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.**

5) EXTRA CLASSES ON SATURDAYS FOR YEARS 12 AND 13: Parents of students in Years Twelve and Thirteen are requested kindly check the attached circulars.

6) MOBILE PHONE LETTER AND MOBILE PHONE POLICY: Parents of ALL students are requested to kindly read the attached letter and please access the Mobile Phone Policy using the link here. <https://www.stmarysdubai.com/wp-content/uploads/2026/09/Mobile-Phone-Policy-2026-2027.pdf>

7) YEAR 12 SUBJECT ENTRANCE EXAM: Please note that those students who have to sit a subject entrance exam will do so on 12 September 2026. Reporting time is 8:00 AM and exams will start at 8:15 AM sharp. Late-comers will not be given any extra time. You need not come in school uniform.

8) SCHOOL LETTER FOR RTA NOL CARD: Please note that parents wishing to avail the school letter for the RTA NOL card are requested to kindly send an email to Ms. Shirley on maryscol@emirates.net.ae The email subject should clearly state RTA NOL CARD LETTER and the email must reflect the child's full name and year group and section.

Example: Mike Treece, YEAR 8F.

9) SCHOOL TRANSCRIPTS: Please note that parents wishing to avail school transcripts must send an email to Ms. Shirley on maryscol@emirates.net.ae. The email subject should clearly state SCHOOL TRANSCRIPTS and the email must reflect the child's full name and year group and section.

Example: Mike Treece, YEAR 8F.

Please note that school transcripts require a minimum of two working weeks. Please keep this timeline in mind when you make a request.

10) POST-RESULT SERVICES:

FOR YEAR 13 OF THE LAST ACADEMIC YEAR: Please note that a separate circular was sent to the SIMS Parent App as well as circulated among student groups. Please be informed that the last day to request an EAR/Re-evaluation was **30 August 2026**.

FOR YEAR 12 OF THE LAST ACADEMIC YEAR FOR ACCOUNTING AND LITERATURE (CONTINGENCY ROUTE): Please be informed that the last day to request an EAR/Re-evaluation was **30 August 2026**.

FOR YEAR 11 OF THE LAST ACADEMIC YEAR: Please be informed that the last day to request an EAR/Re-evaluation is **15 September 2026**.

11) 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. Please use this link to access the policy: <https://www.stmarysdubai.com/wp-content/uploads/2026/09/Predicted-Grades-Policy-for-A-Level-Students-2026-2027.pdf>

12) 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. Please use the following link to access the policy: <https://www.stmarysdubai.com/wp-content/uploads/2026/09/Subject-Change-Policy-Updated-2026-2027-1.pdf>

13) 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.

14) PARENTS TAKING PICTURES AND VIDEOS ON SCHOOL PREMISES: All Parents are reminded that taking pictures and videos of children on the premises is a strict violation of Child Protection Policies. We understand that as parents it is exciting to capture memories, but when other children are involved, it goes against all Child Protection Policies. We will do our best to send you all memories of various activities captured in school.

15) GATE ACCESS TO THE PREMISES: Parents are requested to kindly not use the church gates to access our premises for drop off and pick up. GATE 4 and GATE 5 are the school gates to be accessed.

16) STUDENT SCHOOL EMAIL ID: Your child's school email will be a focal point for our communication to you. **We will use a parent's email only to communicate outstanding fee or disciplinary issues.** The **CLASS GROUP EMAIL** is for the dissemination of information daily from the class teacher to the parents of this class and **we request parents not to write back to this address.** We recommend that every parent checks this email after 6:00 PM every day for important updates. Please note that if there is something urgent then we might have to send a notification even after 6:00 PM, but we will keep this only for exigency situations.

17) SCHOOL FEE INFORMATION: Please find the link to the school fee circular here.

<https://www.stmarysdubai.com/admission/khda-approved-fee/>

18) APPROVED KHDA CALENDAR AND ATTENDANCE: Please find the link to the circular on the approved KHDA calendar here.

<https://www.stmarysdubai.com/term-dates/>

19) BOARD EXAMINATION FEES: We would like you to be informed well in advance that **PEARSON EDEXCEL LONDON BOARD EXAMINATION FEES** will be collected in the month of NOVEMBER 2026 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.

20) SCHOOL SNACK BOXES -FOODS THAT ARE PROHIBITED BY DUBAI MUNICIPALITY AND EDUCATION REGULATORS: Parents are requested to kindly make a careful note of the following banned foods that must not on any account be sent to school. These are the main categories of course. However, we always recommend sending a balanced and healthy snack with children. Please also send sufficient water with your child. Please note that water dispensers are available on the premises, but children should have AED 1/- coins for this purpose.

- **Processed meats (hotdogs, sausages, nuggets etc.)**
- **Instant Noodles (e.g. Indomie, Buldak, Koka etc)**
- **Hazelnut /Chocolaté Spread**
- **Chocolate Bars**
- **Sugary/Fizzy Drinks**
- **Any sort of Candy**
- **Deep-fried potato chips or crisps**

21) UNIFORM INFRACTIONS: Parents are hereby notified that we have been very disappointed with the large number of uniform infractions, especially among senior boys. *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.* Your collaboration will be greatly appreciated to this end. Parents are requested to please check on your children before they leave home in the morning. Please refer to the uniform policy. Kindly access the policy using the link here:

<https://www.stmarysdubai.com/wp-content/uploads/2025/10/Uniform-Policy-2025-2026.pdf>

Please help us to ensure that the children wear their uniform neatly and have an overall dignified comportment.

22) GOOGLE CLASSROOM: Class teachers and subject teachers will be adding students to their respective Google Classrooms over the week. Reference material, homework assignments, teaching and learning materials will be posted in Google Classroom, and this will continue to be of critical importance.

23) 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 absences will be marked as unjustified and will be reflected on students' progress reports.

24) PARENTS' WHATSAPP GROUPS : While a WhatsApp group maybe very useful for *sharing important information that can be very helpful – sometimes essential – for busy parents, it has increasingly been noticed that these groups seem to have become breeding grounds for gossip, Chinese whispers and criticism. We are noticing more and more that a personal experience of a child or a staff member has become fodder for public comment, and this has extended to even the very private medical information of children being openly discussed on parent groups.* There's a broader societal issue here. This is all very new to us adults. We must reflect on the example we're setting. We talk about what our children are doing online, but we don't reflect on our own behaviour; we don't have an agreed etiquette. We would like all parents , especially those in primary school to do

some reflection on the unchecked chatter and quite often the vilifying of staff members in the parents' WhatsApp groups over the past year and ask yourself if that is truly helping you or rather creating unwanted stress. As a school, we would like you to reach out to the teachers or to Ms. Lise-Ann (in more urgent cases) rather than allow what could be one parent's opinion or perspective or misinterpretation in many cases, cloud the perspectives of all the rest. Let us try not to micromanage the children but have more faith in their capacity for resilience and courage.

While we continue to encourage you to use emails as the official channels for communication, we would like to offer some useful guidelines for the ethical use of WhatsApp groups should parents still feel the need for them.

WhatsApp Groups can be used to share:

- Reminders about deadlines, school activities, and events.
- Questions about school activities or special events e.g. what date the science project is due in, uniform or non-uniform day, when the deadline to pay for something is, etc.
- Important information already posted in a circular to help reach more parents e.g. alerts about sickness, school policies, etc.
- Information which can be useful to the other parents in the group e.g. where to buy costumes for dressing up days, ideas for projects, etc.
- A healthy sense of community.
- Relevant community notices e.g. road closures or new traffic lights in the local area, etc.

We **STRONGLY discourage** the use of the WhatsApp groups to:

- Gossip.
- Voice grievances.
- Share personal problems.
- Point out another child's behaviour.
- Discuss the work of teachers: if a parent has a concern regarding the teacher, that parent should speak with him or her directly.
- Raise individual concerns or complaints: if a parent has a particular concern or complaint regarding the school or any member of the Staff, that issue should be raised directly with the school.
- Share political or religious posts or discussions.

25) 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.

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

Yours sincerely



Mr. Paul Asir Joseph
(Principal)





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

UAE NATIONAL ANTHEM PROTOCOL

Please find the link to access this document -Policy: Standards for UAE National Anthem Observance in Dubai's Private Educational Institutions.

Please find the link to access this document -Guidance on the Implementation of the UAE National Anthem Observance Policy.

GUIDING PRINCIPLES:

The implementation of this Policy is guided by the following principles:

A — Allegiance to National Identity

The UAE National Anthem is a symbol of unity, pride, and belonging. Its daily observance builds civic identity and a shared sense of national purpose.

N — Nurturing a Culture of Belonging

UAE National Anthem observance is a shared experience for every child, student, educator and community, regardless of nationality, age, or background. A consistent moment of respect connects individuals to one another and to the wider UAE community.

T — Together, Everyday

Group assembly for the anthem is a defining feature of the learner's day. Regular observance strengthens community, shared responsibility, and respectful participation across institutions.

H — Habits That Shape Character

Regular observance supports positive routines and respectful conduct, shaping individuals who carry their values with them beyond the walls of their institution and into the community.

E — Every Child and Student Included

No child or student is excluded from meaningful participation. Arrangements for students/children of determination are integral to how this policy is applied, not an afterthought.

M — Meeting a Consistent Standard Across Dubai

Every student in Dubai's ECCs, private schools, HEIs, TVET, and Training Institutes shares this experience, regardless of which institution they attend. This Policy establishes a coherent, sector wide expectation across all educational institutions regulated by KHDA.

DAILY OBSERVANCE:

This is the schedule we follow for the daily observance of the National Anthem at St. Mary's Catholic High School, Dubai:

YEAR ONE and TWO

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Group Assembly	In-class Assembly	Group Assembly	In-class Assembly	Group Assembly
Soft Area		Soft Area		Girls' Quad

YEAR THREE

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
In-class assembly	Group Assembly	In-class Assembly	Group Assembly	Group Assembly
	Soft Area		Soft Area	Girls' Quad

YEAR 4 (ALL STUDENTS) YEAR 5 – YEAR 13 GIRLS

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Group Assembly	Group Assembly	Group Assembly	Group Assembly	In-Class Assembly
Girls' Quad	Girls' Quad	Girls' Quad	Girls' Quad	

YEAR 5 – YEAR 13 BOYS

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Group Assembly	Group Assembly	Group Assembly	Group Assembly	In-Class Assembly
Boys' Quad	Boys' Quad	Boys' Quad	Boys' Quad	

DAILY OBSERVANCE AT MORNING ASSEMBLY

When there is a group Assembly, students will assemble according to their classes and remain in their assigned positions in their respective quadrangles or soft areas depending on the cohort.

Each class has an assigned space in their respective quadrangle and students, and class teachers have been oriented to their space.

Each class will follow a specific route to the assembly area and back to class.

All class teachers will be with their respective classes during the group Assembly.

We will play or sing the National Anthem at 7:10 am sharp in the respective quadrangles or soft areas.

SIGNIFICANCE OF THE UAE NATIONAL ANTHEM:

The UAE national anthem, known as "**Ishy Bilady**" (Long Live My Country), is a profound symbol of national unity, pride, and unwavering loyalty to the [United Arab Emirates](#).

Core Significance and Meaning

- **Celebration of Unity:** The opening lines—*"Long live my country, the unity of our Emirates lives"*—emphasize the strength found in the federation of the seven emirates
- **Ultimate Sacrifice:** The concluding verses express a fierce loyalty, stating that the people offer their blood and souls to protect the safety, flag, and sovereignty of the Emirates



ETIQUETTE TO BE OBSERVED DURING THE NATIONAL ANTHEM.

STUDENTS/ STAFF/ PARENTS AND VISITORS to the school

STUDENTS AND STAFF

- All staff and students must stand at attention in a respectful, upright posture, with hands held firmly by the sides.
- All staff and students must face the UAE National Flag.
- No staff or student must walk or move while the National Anthem is being sung or played.
- Talking/ laughing or using a mobile phone is strictly prohibited.
- Late-comers at the gate must also stay where they are and observe the etiquette while the National Anthem is being sung or played.
- **All administrative staff must attend the morning assembly and observe the full etiquette during the playing or singing of the UAE National Anthem.**

PARENTS AND VISITORS TO THE SCHOOL

- All parents and visitors to the school at the time of the National Anthem being played or sung must stand at attention in a respectful, upright posture, with hands held firmly by the sides.
- They must face the UAE National Flag.
- No parent or visitor must walk or move while the National Anthem is being sung or played.
- No parent or visitor must attempt to exit the gate while the UAE National Anthem is being sung or played.
- Talking/ laughing or using a mobile phone is strictly prohibited.
- Parents or visitors at the gate must also observe the full etiquette of the UAE National Anthem.

SCHOOL EVENTS

The school plays the UAE National Anthem at ALL school events (but are not limited to):

- UAE National Day
- UAE Flag Day
- Commemoration Day
- Graduation Ceremony
- Ethnic Day
- Sports Days
- Virtual or Hybrid sessions of the above

Attendees at an event will be asked to stand before the National Anthem is played.

The same etiquette described above is to be observed while the National Anthem is played.

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

maryscol@emirates.net.ae : بريد إلكتروني

هاتف : ٣٣٧٠٢٥٢ ٤ ٩٧١ +

www.stmarysdubai.com : موقع ويب

فاكس : ٣٣٦٨١١٩ ٤ ٩٧١ +

OUR REF :

TRN : 100259955100003

DATE: Monday, 31 August 2026

To: Parents of students in YEAR 13 for the Academic Year 2026-2027**SUB: EXTRA LESSONS ON SATURDAYS- Sep. 2026 to Oct. 2026**

Dear Parents,

Greetings from Saint Mary's. We had sent parents of Year 13 students a circular with our end of year circular explaining the importance of extra lessons conducted by the school for our students to help them better cope with the rigour of this final GCE year.

Please find the schedule of lessons below in order to help you plan for transport and any other associated arrangements.

Saturday, 5 September

Time	Subject
7:30- 9:30 am	Maths
9:30-10:00 am	Break
10:00 am -12:00 pm	Physics

Saturday, 12 September

Time	Subject
7:30- 9:30 am	Chemistry
9:30-10:00 am	Break
10:00 am -12:00 pm	Biology and Accounting

Saturday, 19 September

Time	Subject
7:30- 9:30 am	Maths
9:30-10:00 am	Break
10:00 am -12:00 pm	Psychology

Saturday, 26 September

Time	Subject
7:30- 9:30 am	Business Studies
9:30-10:00 am	Break
10:00 am -12:00 pm	Physics

Saturday, 03 October

Time	Subject
7:30- 9:30 am	Chemistry
9:30-10:00 am	Break
10:00 am -12:00 pm	Economics

Saturday, 24 October

Time	Subject
7:30- 9:30 am	Maths
9:30-10:00 am	Break
10:00 am -12:00 pm	Biology and Accounting

Saturday, 31 October

Time	Subject
7:30- 9:30 am	Maths
9:30-10:00 am	Break
10:00 am -12:00 pm	Psychology

Please ensure that the children are regular for these lessons as these will support them greatly towards preparing them for their board exams.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)



OUR REF :

TRN : 104153998000003

DATE: Friday, 04 September 2026

To: Parents of Students in YEAR 12 (2026-2027)

**EXTRA LESSONS ON SATURDAYS DURING THE
ACADEMIC YEAR 2026-2027**

Dear Parents,

Greetings from Saint Mary's. As we journey together with our children through this critical phase of their school life, we would like to share some important INFORMATION regarding extra lessons that we believe are truly needed in a year where time is of the essence.

Over the past few years, it has been our experience that students and their teachers find time as one of the most challenging elements during the two-year GCE A-LEVEL course. Our teachers have therefore agreed to dedicate time on Saturday mornings to invest in additional teaching to help students better cope with the rigour of the content towards their board exam preparation.

This is also of relevance this year due to the changing timelines of examination windows as per the new federal directive wherein first term exams are now before the winter break.

We strongly advise you to kindly ensure that your child is present for these 'extra lessons' and treat them seriously as it is in their best interest. It is our sincere endeavour to give them the best possible attention as they prepare for their GCE exams in May-June 2028.

A detailed schedule has been attached for your reference.

Yours sincerely,

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



EXTRA LESSONS ON SATURDAYS - Sep. 2026 to Oct. 2026

Please find the schedule of lessons below in order to help you plan for transport and any other associated arrangements.

Saturday, 5 September	
Time	Subject
7:30- 9:30am	Physics
9:30-10:00 am	Break
10:0am -12:00 pm	Computer Science

Saturday, 12 September	
Time	Subject
7:30- 9:30am	Accounting
9:30-10:00 am	Break
10:0am -12:00 pm	Chemistry

Saturday, 19 September	
Time	Subject
7:30- 9:30am	Psychology
9:30-10:00 am	Break
10:0am -12:00 pm	Biology

Saturday, 26 September	
Time	Subject
7:30- 9:30am	Physics
9:30-10:00 am	Break
10:0am -12:00 pm	Business Studies

Saturday, 03 October

Time	Subject
7:30- 9:30am	Economics
9:30-10:00 am	Break
10:0am -12:00 pm	Chemistry

Saturday, 24 October

Time	Subject
7:30- 9:30am	Accounting
9:30-10:00 am	Break
10:0am -12:00 pm	Computer Science

Saturday, 31 October

Time	Subject
7:30- 9:30am	Psychology
9:30-10:00 am	Break
10:0am -12:00 pm	Biology

Please ensure that the children are regular for these lessons as these will support them greatly towards preparing them for their board exams.



OUR REF :

TRN : 104153998000003

DATE: Friday, 04 September 2026

To **Parents of students in Years TWO to TEN**

NGRT – NEW GROUP READING TEST YEARS TWO TO TEN

Dear Parents,

Warm greetings. Our school, as mandated by KHDA, has to undertake the NGRT for students in Years Two to Ten. The government of Dubai has mandated that all students from ages 6-16 undertake a standardized reading literacy test thrice a year. We invite you to read on for further information.

NGRT is a fully adaptive, standardised, termly reading assessment. As it's adaptive, it offers a personalised experience for each student, ensuring it's accessible for those who are struggling and challenging for those who need to be stretched, so you can get to the root of any problems identified precisely and quickly.

There is no more crucial skill for success in any subject than reading, so being able to accurately assess and monitor this is essential. NGRT is proven to deliver a reliable assessment of reading comprehension, set against national benchmarks. Using it regularly helps to quickly spot problems that will hold back a child's progress, with customised practical classroom solutions for each student and the ability to demonstrate the impact of the interventions you put in place.

The amount to be paid for the NGRT is **AED 125/- ONLY.**

This amount must be paid only via the **SKIPLY APP**, and a soft copy of the receipt must be emailed to the class teacher. **The deadline for payment is 15th SEPTEMBER 2026.**

The schedule for the tests is already included in the circular for the approved KHDA Calendar 2026-2027.

Please note that students must undertake the tests seriously as this will count towards attainment in English.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)



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 الكتروني

هاتف : ٣٣٧٠٢٥٢ ٤ ٩٧١ +

www.stmarysdubai.com : موقع ويب

فاكس : ٣٣٦٨١١٩ ٤ ٩٧١ +

OUR REF :

TRN : 104153998000003

DATE: Friday 04 September 2026

To: **Parents of Students in Years FOUR, SIX EIGHT & TEN ONLY -**

GL CAT4 EXAMINATION - In the approved KHDA Calendar (dates already scheduled)

Dear Parents,

Greetings from St. Mary's Catholic High School, Dubai. It is that time of the year for our students to complete the GL Cognitive Ability Test CAT4 which is mandated by KHDA for the year groups mentioned above. 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 compulsorily in the GLS-CAT4 exams.

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 KHDA-mandatory assessments and are also part of your Parent-School Contract.

The entry fee is AED 85/- for the test , the exact amount of which must be paid ONLY VIA THE SKIPLY APP NO LATER THAN 15th SEPTEMBER 2026. Please email a copy of the SKIPLY receipt to your child's class teacher. This amount has been included in the Parent Contract as well.

CAT4 is designed to assess the four main abilities that underpin intellectual development and influence attainment. It measures four areas of reasoning:

- Quantitative
- Verbal
- Non-verbal and
- Spatial, a skill important for success in STEM subjects and an ability that is not measured by any other reasoning test for schools.

CAT4 is an assessment of reasoning that helps identify pupils' developed abilities and likely academic potential. *CAT4* is not about knowledge recall and requires no preparation, offering all students the same opportunity to show their underlying ability.

What is CAT4?

The Cognitive Abilities Test (CAT4) is a diagnostic assessment that is designed to help students and their teachers understand how they learn and what their academic potential might be. It assesses how students think in areas that are known to make a difference to learning. While many tests focus on a child's attainment in core subjects, CAT4 is designed to give schools a much broader, more rounded view of each child, their potential and how they learn. Results help teachers decide about the pace of learning that is right for a student and whether additional support or challenge is needed.

Tasks involve thinking about shapes and patterns (Non-Verbal Reasoning), words (Verbal Reasoning), numbers (Quantitative Reasoning) and some questions are answered by mentally generating and transforming visual images (Spatial Ability).

CAT4 is based on years of research and development. The current edition took five years to develop and the involvement of 25,000 students across the UK. It is a well-known assessment in schools; teachers value its ability to provide an understanding of what a child is capable of rather than defining them by their understanding of a body of knowledge in particular subjects.

How are CAT4 Results used?

CAT4 provides teachers with information that can form the basis for discussions about how best a student can learn and reach his or her potential in school.

Teachers are provided with an individual profile of learning preference along with a range of indicators of likely future performance. Used with other information (such as results from Key Stage 2 SATs, for example), these data can support teaching and learning for all children.

Can students practice for CAT4?

GL strongly advises against any kind of practice ahead of a CAT4 test as this will alter the reliability of test scores. The point of CAT4 is that it is not a test of learnt knowledge and it needs to be as unaffected as possible by any external factors, such as practice. Think of it like an eye test; if you practice ahead of an eye test and memorise the card, your diagnosis may not be correct, and valuable information may be missed.

CAT4 is a timed assessment and is administered under formal conditions. However, each section of the assessment includes introductory information with practice examples, and these will familiarise the children with the style and format of the questions. These sections are not timed and may be repeated.

Is additional time allowed for children with SEND?

CAT4 is a timed assessment, and additional time is not permitted as this will affect the reliability of the results. CAT4 is not just about what and how it tests but how the questions are answered within a set time frame. The timed element makes it diagnostically very powerful.

CAT4 subtests are generously timed, and most children reach the final questions, however there may have been a minority of students during the standardisation process who would have obtained higher scores if they had been given more time. Therefore, giving extra time to a particular student could give an inflated view of their relative ability when comparing their results with the CAT4 norms.

SAMPLE QUESTIONS TO GIVE YOU AN IDEA OF QUESTION TYPES

<https://www.tests.com/practice/cognitive-abilities-practice-test>

SCHEDULE FOR CAT-4 EXAMINATIONS CAN BE FOUND IN OUR KHDA APPROVED CALENDAR CIRCULAR.

Yours sincerely,



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





OUR REF :

TRN : 104153998000003

DATE : Friday, 04 September 2026

To: Parents of ALL Students at Saint Mary's Catholic High School, Dubai

NO PHONE POLICY DURING THE WORKING DAY AT SCHOOL (Please read attached MOBILE PHONE POLICY)

Dear Parents,

Greetings from St. Mary's.

We are writing to you to discuss the policy about mobile phones, particularly after the recent ban on all MOBILE PHONES from the Ministry of Education in certain schools and their strong encouragement to Dubai private schools to adopt similar policies.

Parents and educators are consistently invested in the safety and well-being of our children. We would like to talk about the negative impact that the increasing presence of smart phones and social media is having on our children.

We can now find considerable data and evidence that clearly link early exposure to smartphones, digital devices and social media to mounting mental health issues among young people. Research into this area has found that children who avoid social media and smartphones in their formative years, experience better mental health, improved academic performance and stronger friendships.

While we may feel pressured as parents to provide these experiences to our children, we must ask ourselves the important question- Are we really adding value to their lives by prematurely exposing them to a digital world they are not emotionally mature enough to cope with ? Moreover, this brings another question – Are we further exposing them to the dangers of online predators and strangers in this digital world who pose a huge risk to our children?

Governments across the world are beginning to take action. The UAE Ministry of Education has completely banned smartphones from school premises. These major changes clearly reiterate what research has shown –young minds need time to develop before being exposed to the highly addictive nature of these technologies.

St. Mary's Catholic High school currently enforces a no-phone policy during the working day for Years 1-13. It is imperative that every child has a learning experience in school without the distraction of a mobile phone. At St. Mary's Catholic High School, we are of the firm belief that children should wait until at least age 14 before owning a smartphone and age 16 before being exposed to social media. We also understand that technology has a place in modern life, but that must also go hand-in-hand with the emotional and psychological maturity to cope with the ramifications of the digital world.

There are alternatives- basic mobile phones that allow for calls and messages without the distraction of social media and unending notifications. We strongly encourage parents to explore these options while prioritising reading, real-world interactions, physical sports and meaningful family time.

Let us stand together as parents and educators to protect our children's well-being over social pressures. Let us help our children better build value system that are based on integrity, kindness and humility, while creating an environment where our children develop a keen sense of resilience, a sense of empathy towards others and grow up as skilled and creative individuals without the premature pressures of the digital world.

Yours sincerely,


Mr. Paul Asir Joseph
(Principal)





Letter writing competition

There is something powerful about a handwritten letter – it is personal, it is brave, and it is uniquely yours. The key to a good letter is not only in the words and tone you use. It is also in the penmanship, the choice of paper, and most of all, the feeling it evokes in its recipient.

And this competition celebrates both the aesthetic of **handwriting** and that of a **well-crafted message**.

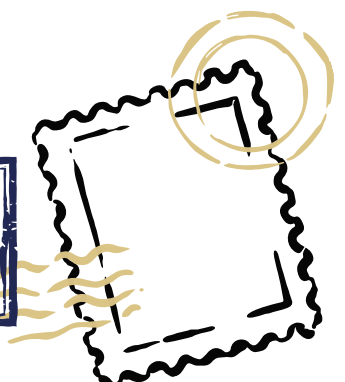
The Letter Writing Competition 2027 by the Emirates Literature Foundation returns with a new theme: **Heroes**.

Who would you write a letter to if you wanted to thank, honour, or better understand a hero? Your hero could be someone close to you, someone from history, or even a fictional character. They might have changed your life in a big way or simply left a lasting impact through a small act of kindness.

You can write your letter in English or Arabic.

For more details click [here](#) for English and [here](#) for Arabic

Last date to submit: **8 January 2027**





Award for Illustrated Words

Al-Futtaim Digital Storytelling Competition

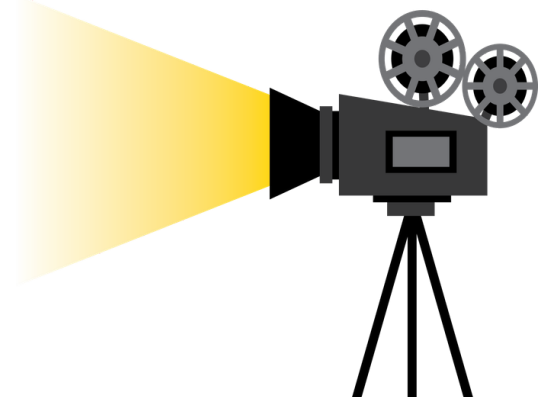
The Al Futtaim Illustrated Word Award opens participation to high school students (aged 14 to 18), to form teams of four students working together to produce a short film of two to three minutes, depicting a part of a book or poem.

The competition focuses on showcasing artistic and creative abilities through the creative interpretation of literary works, offering participants a unique opportunity for teamwork and exploring new ways to express texts.

Please note: This competition only runs in Arabic.

For more details click [here](#)

Last date to submit: **2 March 2027**





Oxford University Press Story writing competition

The Oxford University Press Story Writing Competition 2027 by the Emirates Literature Foundation returns with a new theme: **Heroes**

This year, we are asking a simple question: what does a hero look like to you?

Heroes are not always found in stories or great adventures. They usually appear in small decisions, difficult choices, or simple acts of kindness.

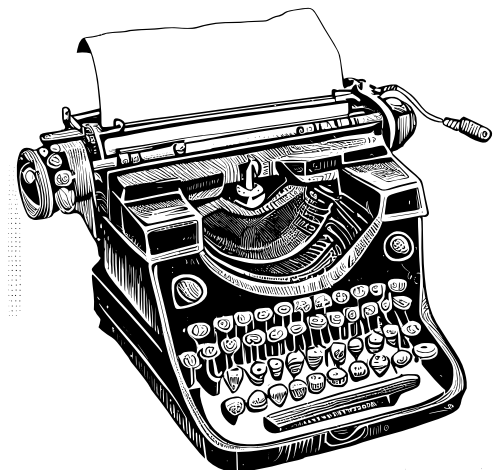
As you start writing, don't feel like you have to define a hero in one way. Think about the many ways a hero can be and the stories that come from that.

We can't wait to meet the heroes you imagine and the worlds you build around them.

You can write your story in English or Arabic.

For more details click [here](#) for English and [here](#) for Arabic

Last date to submit: **10 December 2026**





GEMA International Student Speaker Competition 2026

Competition Details

Eligibility: Kindergarten to Grade 12

Format: Pre-recorded video, 1–3 minutes

Participation Fee

USD 10

per student

Speaking Topics

- Nursery/Preparatory/Kindergarten: Why I Love My Family
- Grades 1–3: If I Could Invent One Law
- Grades 4–6: Is Competition Good or Harmful?
- Grades 7–9: Can Artificial Intelligence Replace Human Creativity?
- Grades 10–12: Is Academic Success Overrated?

Registration & Submission

<https://campsite.bio/studentspeakercompetition2026>



LAST DATE: 31 OCTOBER 2026



Recognition

1 Winner per category – Trophy + Certificate

5 Outstanding Speakers per category – Medal + Certificate

All participants – E-Certificate





September

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
31 • School re-opens for all classes. • Orientation for Year 12 & 13. • Orientation for Years 8-10 Girls and Years 8-10 Boys - Main Hall.	1 • Orientation for Year 5 and 6 Boys followed by Year 5 and 6 Girls - Main Hall.	2	3 • UNIVERSITY FAIR – YEARS 11 - 13: 9:00-11:00 AM (Main Hall). • Orientation for Year 3 and 4 students -Mini Hall. • Health & Well-Being Sessions Years 1 -8 and 10 & 11.	4 • Orientation for Year 1 and 2 students -Mini Hall.	5 • Year 13 Extra classes: MATHS and PHYSICS. • Year 12 Extra classes PHYSICS and COMPUTER SCIENCE. • Office Closed.	6
7	8	9	10 • Health & Well-Being Sessions Years 1 -8 and 10 & 11.	11	12 • Year 13 Extra classes: CHEMISTRY & BIOLOGY/ACCOUNTING. • Year 12 Extra classes ACCOUNTING & CHEMISTRY. • Office Open.	13
14	15	16	17 • NGRT YEARS 7 and 9. • Health & Well-Being Sessions Years 1 -8 and 10 & 11.	18 • NGRT YEARS 4 and 10. • COLOURED CLOTHES DAY.	19 • Year 13 Extra classes: MATHS & PSYCHOLOGY. • Year 12 Extra classes PSYCHOLOGY and BIOLOGY. • Office Closed.	20
21 • NGRT YEARS 5 AND 8.	22 • INTERNATIONAL UNIVERSITY FAIR (organized by IDP) – Parents and students of Years 11, 12 and 13 - 11:30 AM– 1:30 PM.	23	24 • NGRT YEARS 3 AND 6. • Health & Well-Being Sessions Years 1 -8 and 10 & 11.	25 • PREFECT INVESTITURE CEREMONY (SENIORS) – ONLY PREFECTS. • Building Our Future Stars commences.	26 • Extra classes YEAR 13 : BUSINESS STU. & PHYSICS. • Year 12 Extra classes : PHYSICS & BUSINESS STU. • Office Open. • Building Our Future Stars.	27
28 • NGRT YEAR 2.	29	30	SEPTEMBER VACCINATION SCHEDULE FOR YEARS 6 AND 12 and pending from current Year 3 and Year 7: 21ST SEPT TO 02 OCT.			