ST. MARY'S CATHOLIC HIGH SCHOOL
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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
هاتف : ٣٣٧٠٢٥٢ ٤ ٩٧١+ بريد إلكتروني : maryscol@emirates.net.ae
فاكس : ٣٣٦٨١١٩ ٤ ٩٧١+ موقع ويب : www.stmarysdubai.com

OUR REF : ..... TRN : 100259955100003

Date:06 November2026

WEEKLY CIRCULAR BEFORE WEEK TEN

To the Parents of students in Years 1–13

Dear Parents,

Greetings from Saint Mary's. We trust that this update finds you and your families well. Please read on for important information related to your child's year group and relevant school initiatives.

The school Management would like to take this opportunity to wish our students, parents and staff who are celebrating Diwali a very happy and blessed Diwali. May God bless you and your families with good health and happiness and may you enjoy this Festival of Lights.

NEW THIS WEEK

- **ANTI-BULLYING WEEK: 09- 13 November 2026:** Whole school
- **CAREER DAYS FOR PRIMARY SCHOOL:** All parents will receive separate circulars.
- **GRATITUDE JOURNALING -A NEW WELLBEING INITIATIVE:** All students and parents of Years 1-13. Please find the link to the circular and the Gratitude Booklet resource.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/GRATITUDE-JOURNALING-A-NEW-ROUTE-TO-WELLBEING.pdf

- **GRANDPARENTS' DAY- YEAR ONE:** Please check your child's class group email for the circular.
- **BUILDING OUR FUTURE STARS FROM JANUARY 2027:** Years 4-10. Please refer to the attached circular.
- **FULL ATTENDANCE FOR OCTOBER 2026:** All students and parents.
- **STORYTELLING WITH MY CHILD-YEAR 2:** Please find the link to the circular.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/STORYTELLING-DAY-YEAR-2.pdf

- **FINANCE UPDATE:** All parents.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/AY-2026-2027-FINANCE-UPDATE.pdf

- **FIRST PARENT-TEACHER MEETING, 14 NOVEMBER 2026:** All parents-please refer to the separate circular.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/PARENT-TEACHER-MEETING-ONE-CIRCULAR-NOV-2026.pdf

- **COLOURED CLOTHES DAY ON MONDAY, 09 NOVEMBER 2026:** In response to many requests from students, ALL students are invited to come dressed in coloured clothes on Monday, 09 November 2026 on the occasion of Diwali.

COMPETITIONS AND WORKSHOPS:

- **SMART LIFE FOUNDATION – Empowering Communities through Entrepreneurship:** Please see the attachment to this circular.
- **CAREER QUEST CHAMPIONSHIP**: https://www.stmarysdubai.com/wp-content/uploads/2026/10/Career-Quest-Championship-2026.pdf
- **LITFEST COMPETITIONS:** https://www.stmarysdubai.com/wp-content/uploads/2026/09/ELF-COMPETITIONS.pdf

IMPORTANT: Please note that NO STUDENT is permitted to change out of their school uniform before exiting the school at home time.

Information From the Clinic

Parents, please find below the link to the flyer related to important DHA information on the FLU VACCINE.

https://www.stmarysdubai.com/wp-content/uploads/2026/09/FLU-VACCINE.pdf

Students who have outstanding fees for 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.

School Timings and Drop Off and Pick Up

Please access this important information via the following link:
https://www.stmarysdubai.com/timings/

1. ANTI-BULLYING WEEK-09 to 13 November 2026 (WHOLE SCHOOL)

Our school will be holding Anti-Bullying Week from 09-13 November 2026. During the week, students will participate in assemblies / classroom activities and discussions / workshops] focused on:

- Recognising what bullying looks like
- Understanding the silence and barriers that can stop people asking for help
- Learning practical steps to support peers and report concerns safely to a trusted adult

2. CAREER DAYS FOR PRIMARYS SCHOOL (YEARS 1-6)

Parents from Years 1-6 will receive a separate circular regarding special 'Career Days' for primary children. These will be sent via the class group email and the SIMS Parent App. Please read through these carefully.

3. GRATITUDE JOURNALING – A NEW ROUTE TO WELLBEING (Years 1-13):

St. Mary's Catholic High School, Dubai is introducing a school-wide **Gratitude Journal Initiative** designed to foster emotional resilience & positive mindsets among our students & support their

wellbeing both at school and at home. Please find the attached circular and the link to the school-wide resource.

4. BUILDING OUR FUTURE STARS NEW BATCHES FROM JANUARY 2027- YEARS 4-10

Parents of children in Years 4-10 are requested to kindly check the attached circular.

5. 100% ATTENDANCE FOR OCTOBER 2026- ALL STUDENTS

We are very proud to see the upwards trends in this area and would like to offer our gratitude to parents and children for the commitment being shown to being regular with regards to attendance. We will be issuing E-certificates through next week. We also recognise that there are children who might have fallen sick and hence have not been able to secure 100% attendance, we are certain that they will have the opportunity in the coming months to also secure full attendance.

6. STORYTELLING DAY WITH MY CHILD FOR YEAR TWO PARENTS

We have sent out separate circulars to each Year Two class via the class group email, and we are looking forward to having you share this adventure with your child. Please do not forget to return the acknowledgement slip to confirm your attendance.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/STORYTELLING-DAY-YEAR-2.pdf

7. FINANCE UPDATE PUBLISHED - 29, OCTOBER 2026- ALL PARENTS

Parents are requested to kindly read the information included in this circular.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/AY-2026-2027-FINANCE-UPDATE.pdf

8. FIRST PARENT-TEACHER MEETING, 14 NOVEMBER 2026-YEARS 1-13

Please see the link to the attached circular.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/PARENT-TEACHER-MEETING-ONE-CIRCULAR-NOV-2026.pdf

9. FIRST TERM FEE WINDOW ENDED ON 25 SEPTEMBER 2026

Please note that the First Term fee window ended on 25 September 2026. Any student whose First Term fees have not been paid will now be considered as having outstanding fees. The school will not provide any letters or official documents to students with outstanding fees and parents are strongly reminded to complete all First Term fee payments without any further delay.

10. First Term Exam Timetable

Please find the Timetables for the First Term Exams on the school website. The link can be found here:

https://www.stmarysdubai.com/examinations/

11. COLLECTION OF IGCSE AND IAL CERTIFICATES JUNE 2026 EXAMS

Please find the link to the circular.

https://www.stmarysdubai.com/wp-content/uploads/2026/10/COLLECTION-OF-IGCSE-IAL-CERTIFICATES-SUMMER-2026.pdf

12. IBT Arabic A And IBT Arabic B International Benchmark Tests

- Parents of Arabic A students from Years 5-10 are requested to kindly access the link to the circular here:https://www.stmarysdubai.com/wp-content/uploads/2026/09/IBT-LETTER-ARABIC-A.pdf
- Parents of Arabic B students from Years 5, 7 and 9 are requested to kindly access the link to the circular here:https://www.stmarysdubai.com/wp-content/uploads/2026/09/IBT-LETTER-ARABIC-B.pdf

13. Fourth Subject Drop (GCE/IAL Subjects Only)–Year 12 Students

We have attached the subject drop forms. These will be duly processed where required evidence of the requirement of only three subjects has been provided. Once a subject has been dropped it cannot later be re-taken due to a loss of curricular hours. Parents are therefore requested to carefully consider this decision. There is no deadline for dropping the fourth subject.

14. Pearson Edexcel Exam Registration Forms for Years 11 & 13

Parents of students in Years 11 and 13 are reminded to please check the Pearson Edexcel Exam Registration Forms that have already been sent with the children. Payment for London Board Exams must be made through Skiply. Please send the forms with the relevant documents (mentioned on the form) and the printed Skiply receipt. Please avoid waiting for the final deadline and kindly send these as soon as you are able to. The final deadline is 5th November 2026.

15. SIMS Parent App - Important Reminder

SIMS Parent App registration invitations have now been sent to all new and pending parents. Parents are requested to complete the registration, where applicable, and ensure that they can access the SIMS Parent App without any issues. The app is used to view student attendance and is also the exclusive platform for publishing examination reports. If you have forgotten your username or password, or are experiencing any other sign-in issue, please contact the school IT Support Team and have the issue resolved by 31 October 2026. The First Term Examinations are scheduled from 16 November 2026. Please do not wait until examination results are published, as unresolved login or password issues may prevent you from accessing the report when needed.

16. First Term Exam Portions

Please find the portions for the First Term exams on the school website. The link can be found here:

https://www.stmarysdubai.com/examinations/

17. Approved Calculators forthe A-Level GCE ProgrammeAnd GCE Exams (Parents of All A-Level Students)

Parents of A-Level students are requested to kindly read separate circulars via the link below.

https://www.stmarysdubai.com/wp-content/uploads/2026/09/CALCULATOR-CIRCULAR-TO-GCE-STUDENTS-AND-PARENTS.pdf

18. 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.

19. 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.

20. 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

21. Subject Change Policy, Years 9 to 13-latest update

We would like to request all parents of children in theseyear 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/2026/10/Subject-Change-Policy-Updated-2026-2027.pdf

22. 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.

23. 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.

24. 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.

25. Student School Email Id

Your child's school email will be a focal point for our communication to you. **We will use 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.

26. School Fee Information

Please find the link to the school fee circular here.

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

27. Approved KHDA Calendar And Attendance

Please find the link to the circular on the approved KHDA calendar here.

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

28. 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

29. 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.

30. 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.

31. Parents' WhatsApp Groups

Parents and carers are requested to kindly access the information using the link below.

https://www.stmarysdubai.com/parents-whatsapp-group/

32. 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
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www.stmarysdubai.com : موقع ويب +٩٧١ ٤ ٣٣٦٨١١٩ : فاكس

OUR REF : .....

TRN : 10415399800000

Date : 6th November 2026

To: Parents / Guardians of Students in Years 4 -10

After School Sports Program Enrolment - "Building Our Future Stars"

Dear Parents,

We are excited to announce the launch of "Building Our Future Stars", our after-school sports program, designed to promote physical health, teamwork, and discipline among our students. The program will offer structured training and play in:

- Football
- Basketball
- Volleyball





Program Details:

- Duration: 8th January 2027 to 27th February 2027
- Location: School Grounds
- Fee Structure: **AED 540/-**
- No. of Sessions: 8
- No. of Students Per Session: 20

Day	Activity Choose any one group (A / B / C / D or E)	Year	Timing
Friday	Group A: Football Basketball	Years 4, 5, 6 & 7	5:00 pm to 6:30 pm
Saturday	Group B: Football Basketball	Years 4, 5, 6 & 7	5:00 pm to 6:30 pm
Friday	Group C: Volleyball Girls	Years 7, 8. 9 & 10	3:30 pm to 5:00 pm
	Group D: Volleyball Boys		5:00pm to 6:30pm
Saturday	Group E: Volleyball Boys	Years 7, 8, 9 & 10	5:00pm to 6:30pm

Benefits of Participation:

- →Improve physical strength, agility and endurance
- →Learn teamwork, leadership and sportsmanship
- →Receive professional coaching and guidance
- →Stay active and engaged after school hours

Registration / Payment:

The payment facility is open in SKIPLY from 9th November 2026 and the deadline for registration and payment would be 6thJanuary 2027. Interested parents are kindly requested to complete the registration form (attached) and return it to the Sports coordinator, Mr. Christopher Chandra.

Let us work together to keep our children active, healthy, and motivated!

Yours Sincerely,

ST. MARY'S CATHOLIC HIGH SCHOOL
P.O. BOX 52232
DUBAI - U.A.E.

Mr. Paul Asir Joseph
(Principal)

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

REGISTRATION FORM

"Building Our Future Stars"

Student Information:

Full Name of Student: _____

Year/Class: _____

Date of Birth: _____

Gender: _____Male _____Female

Student ID: _____

Parent / Guardian Information:

Name of Parent / Guardian: _____

Contact Number: _____

Email Address: _____

Emergency Contact Name & Number: _____

Program Selection:

Please tick the activity /activities your child will participate in:

- Football ☐ Group A ☐ Group B ☐
- Basketball ☐ Group A ☐ Group B ☐
- Volleyball ☐ Group C ☐ Group D ☐ Group E

Medical Information:

Does your child have any medical conditions or allergies?

☐ No ☐ Yes (If yes, please specify)_____

Is your child currently on any medication?

☐ No ☐ Yes (If yes, please specify)_____

Parental Consent:

I hereby give permission for my child to participate in the "Building Our Future Stars-After-School Sports Program."

I understand that my child must adhere to the school's behavioral and safety guidelines and that the School will take necessary precautions for their safety.

Parent/Guardian Signature: _____ Date: _____

Empowering Communities through Entrepreneurship

A social enterprise initiative by the **Smart Life Foundation**, this programme aims to **empower Dubai's blue-collar community** through student-led sales of **handmade crafts.**

It offers students a unique **entrepreneurial experience**, allowing them to develop valuable **business skills** by selling **handmade products** within their local communities while contributing to a **meaningful social cause.**



Participating students will be rewarded with **certificates** in recognition of their efforts and contribution towards creating a **positive social impact.**



Who Can Participate?

- Students from **Year 9 and 10** are eligible to participate.
- A maximum of **10 students** from each school can take part and the deadline for registering your names is **10th Nov.**



If you are interested in being part of this meaningful initiative and making a difference through entrepreneurship, please contact **Bindhu Harikumar** for further information.

