

ST. GEORGE'S GIRLS' SECONDARY SCHOOL, NAIROBI

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17/10/2017

Dear Parent/Guardian,

RE: END OF TERM 3 – 2017 NEWSLETTER

Cordial greetings from the family of St. George's Girls. We thank God for the far He has brought us.

Please take note of the following:-

1. Term dates 2018

- (i) Opening Day – Wednesday 03/01/2018. Students to report back to school as follows:
- Form 4 to report at 11.00 am.
 - Form 3 to report at 1.00 pm.
 - Form 2 to report at 3.00 pm.

Each student to keep strictly to their form reporting time and any student who reports after the designated time will be punished. This is to avoid overcrowding due to the limited space in the school compound and traffic jam on the surrounding roads.

Students who will score grade D+ and below to report back to school accompanied by their parents as follows:

- | | |
|---------------------|-----------------------|
| - Form 2 at 9.30 am | - Thursday 04/01/2018 |
| - Form 3 at 9.30 am | - Thursday 04/01/2018 |
| - Form 4 at 2.00 pm | - Thursday 04/01/2018 |

- (ii) Form 4 Parents Meeting – 11/01/2018 from 2.00 pm. This is a target setting meeting so all parents/guardians must attend
- (iii) Form 3 Parents Meeting will be held on 12/01/2018 from 2.00 pm.
- (iv) Form 2 Parents Meeting will be held on 16/01/2018 from 2.00 pm.
- (v) Form 1 Parents Induction Meeting - 26/01/2018 from 9.30 am.
- (vi) Midterm holiday break starts on 24/02/2018 from 8.00 am and ends on 04/03/2018.

2. Academic Report

Students finished their exams on 23/10/2017. Report forms to be picked from school or downloaded from the school website **www.stgeorgesgirlsnairobi.ac.ke** on 03/11/2017. Use the student's admission number as the password. Discuss the results with your daughter/ward and encourage her to work hard. Students have been given holiday home work. Kindly ensure they do the work because it will be checked the following day after opening and those who will not have done will be sent home to complete.

Form 3 – 2018 students to bring the following set books next term

1. Kigogo by Pauline Kea – Longhorn Publishers
2. Tumbo Lisiloshiba na Hadithi Nyingine

Form 1 & 2 parents who did not buy the following books for their daughters to do so beginning of next term. They will carry a reminder home.

1. Fani ya fasihi simulizi - Assumpta Matei
2. Miale ya ushari(red cover)

3. Discipline

We are happy to inform you that we do not have major discipline issues with the girls. However, I would like to request you to guide your daughters on noise making and lack of focus in their academic work. We have spent a lot of time dealing with students who cannot settle down during prep time to study. This behavior will not be tolerated and we will not hesitate to send any student home who is a chronic noisemaker. Let them understand they

need to observe silence in class and when around the tuition area. We have observed that some of them literally yell and shout and they cannot keep quiet unless a teacher is watching them. Talk to them so that they become responsible of their behavior.

4. Fire Incident

You recall the fire incident in the school that burned down the school kitchen. I would like to inform you that it was purely accidental and not arson. This is as per the report from the forensic fire investigators who did the investigations.

We appreciated the Cabinet Secretary of Ministry of Education, Science and Technology who visited the school on Monday 11/09/2017 He helped us put up a temporary kitchen through the National Youth Service and clear the debris of the burnt kitchen through the Prisons Department.

We have already embarked on the construction of the kitchen and will be ready for use before schools open next term.

5. School Fees

The Board of Management has prepared the budget for next year 2018. Fees payable by every student is Kshs. 53,554/= . We are appealing to you to pay the 1st instalment on or before opening day so that the student is not inconvenienced by coming home to remind you of the same.

6. Form 1 Admissions 2018

As I informed you during the Annual General Meeting early in the year, the government is working towards 100% transition of primary school pupils to secondary school. Our school is amongst others in Nairobi Region earmarked for expansion. Therefore we are going to be given by Ministry of Education two more extra Form 1 classes i.e students. The Ministry of Education policy is that the 90 students will be day scholars. This means we will have six classes of Form 1 boarders and two classes of day scholars. Other details are as follows:-

- (a) All current students will continue as boarders and none of them will be allowed to convert to day scholar.

- (b) Next year Form ones will be admitted as boarders or day scholars and each one must maintain their status for the four years. No converting from day to boarding and vice versa.
- (c) Admission to day school will be by the Ministry of Education but through an application to the school by filling an application form from school. Boarders will be admitted the usual way by Ministry of Education, Science & Technology.
- (d) Day scholars will have to pay for meals (lunch & 10.00 am tea) and parents will make arrangements on how they will transport them to and from school.
- (e) Day scholars will not be discriminated in anyway. They will be integrated in the school programme throughout the day and leave in the evening.

7. Cleaning Materials

Each and every student is to bring heavy duty gloves (XL), a floor rug (white) and a wooden handle brush (medium) for cleaning. These will be checked by the boarding department on opening day.

Every student will be expected to have their uniforms clearly labelled by sewing the admission number or full names on every item. Any item that will not be labeled will be confiscated. This measure will ensure we minimize on stealing in the dormitory.

8. Return of Text Books

All lost books must be returned on or before **30th November, 2017**. Any lost book that will not have been returned on this day will attract a penalty of an extra book. We need to do stock taking in preparation for next term and we get very inconvenienced when some students fail to return books that were issued to them. Kindly find out from your daughter if she has lost any book so that you replace it at the appropriate time to avoid surcharge.

9. School Bus Transport

Please refer to the schedule given below for picking students from Kencom and ensure your daughter/ward sticks to her form session.

Please note that if your daughter/ward is late for her schedule, you will need to find own means to school for her. Your co-operation will be highly appreciated.

Form 2 students	–	2.45 pm bus leaves Kencom
Form 3 students	–	12.45 pm bus leaves Kencom
Form 4 students	–	10.45 am bus leaves Kencom

10. Conclusion

We take this opportunity to wish you a joyous holiday full of God’s blessings, a merry Christmas and happy prosperous New Year.

Yours faithfully,

LUCY M. RUKUNGA (MRS)
PRINCIPAL

- cc. 1. Regional Coordinator of Education
 2. Sub County Director of Education, Westlands Sub County