



10<sup>th</sup> January 2012

Dear Parents,

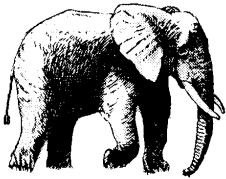


**W**elcome back to our second school term. We hope that you all had a wonderful and pleasant holiday.

## HOUSE UPDATES

Last term, after a number of house events and house points earned by the students, the current standings of the houses are as follows:

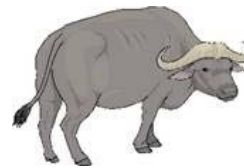
1<sup>st</sup> NDOVU



2<sup>nd</sup> KIFARU



3<sup>rd</sup> NYATI



4<sup>th</sup> TWIGA



As the new term begins, we need to notify you with a number changes.

## STAFF NEWS/ CHANGES

As the new term begins, we would like to inform you of some changes so as to provide and facilitate your children with a wide range of different learning opportunities and experiences.

**Mr. Eric Kinyanjui** who has been the ICT and Math teacher will be the Year 4 class teacher. He is an experienced teacher in the BNC. It is a great privilege to have him as part of our staff.

**Mrs. Grace Munene** is our new Geography and Kiswahili teacher. She has vast experience in BNC.

**Year 2A Class Teacher:** Due to demanding family circumstances beyond her control, Miss. Mendes had to leave abruptly. She has been replaced by Miss. Beatrice Masinde who has many years of experience teaching early childhood. We wish Miss Mendes well in her future endeavours.

## REMINDERS:-

### FEE POLICY

All fees must be paid on or before the first ten days of school opening unless special arrangements have been made or the installment plans have been filled at the office. The dates for the installments are as follows:

- 1<sup>st</sup> Installment - Tuesday 24<sup>th</sup> January 2012
- 2<sup>nd</sup> Installment - Monday 13<sup>th</sup> February 2012
- 3<sup>rd</sup> Installment - Monday 5<sup>th</sup> March 2012

If these dates are not honoured, children will not be able to attend classes until the balance is cleared.



### PICK UP TIME POLICY

We would like to inform you that after 4.30 pm (4.00 pm for Friday) the teachers will be free to leave the school compound and the security guards, as well as the care taker, will be left in charge of the premise. Students picked up later than 5:00 p.m. will be left with the security guards. You have the options of booking your child fully on school transport, registering them on the shuttle to ICK to shorten your distance for picking them or organising to ensure that they are picked punctually. Thank you for your understanding.

### ABSENCE

For any absence of your children, we would appreciate if you could call in and let us know for their absence. If your child is sick, please let him/her stay at home until s/he gets well as this is in consideration of other children in case of infectious ailments.



### **YEAR 5, 6 & 7**

If your child is in **year 5, 6 or 7**, please make sure that they have a **scientific calculator** and a **geometrical set**, as they will be using these in their classes this term.



### **SPORTS**

#### NON-PARTICIPATION IN SPORTS

- Students will be required to participate in all the activities except for minor injuries/illnesses unless they are with a note from a parent. If a longer time is needed for recovery, then a doctor's note must be presented to the school.
- For recurring medical conditions (example: asthma) the student, is responsible to notify the P.E. teacher of flare ups and follow the advice of their physician.

#### AFTER SCHOOL ACTIVITIES

This is a kind reminder that forms for any after school activities WILL NOT be accepted. Please also make sure that **ALL activities payments** are made **BY FRIDAY 20<sup>TH</sup> JANUARY 2012**, otherwise students will not be permitted to participate in the activities.

Yours faithfully,

Mrs. Hwa Ock Im

