



OUR REF :

TRN : 100259955100003

Friday, 6th September 2024

To: The Parents of students in Years 1-13
- WEEKLY CIRCULAR BEFORE WEEK THREE

Dear Parents,

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

RECENT UPGRADES FOR THE ACADEMIC YEAR 2024-2025

- 1) Complete resurfacing of the boys' quadrangle.
- 2) New and elevated trusses and overhead shades.
- 3) New and elevated trusses and shades over boys' basketball court.
- 4) Newly constructed washrooms for boys on the first floor.
- 5) E-Learning room with smart board for Secondary school.
- 6) Smart Boards for all Year 1 and 2 classes.
- 7) Child-safe doors installed in primary washrooms.
- 8) Additional washrooms and ramps for persons of determination.
- 9) KOMODO WELL-BEING PLATFORM for years 7 through 9.

NEW UPDATES:

- **WORKSHOP ON COLLEGE ADMISSIONS, CAREER EXPLORATION & DECISION MAKING BY ANJU BHATIA (FOUNDER & CEO FUTURE WISE EDUCATION) TUESDAY, 10TH SEPTEMBER 2024.**
- **UAE UNIVERSITY FAIR, 17TH SEPTEMBER 10:00 AM TO 12:00 PM.**
- **INTERNATIONAL UNIVERSITY FAIR, 19TH SEPTEMBER 11:00 AM TO 1:00 PM.**
- **INNAPROPRIATE USE OF SOCIAL MEDIA AND CYBERBULLYING AWARENESS CIRCULAR.**
- **NGRT CYCLE A SCHEDULES.**
- **CHEVRON READERS CUP 2025 (EMIRATES LITFEST) – See Flyer**
- **POETRY FOR ALL (EMIRATES LITFEST) – See Flyer.**
- **WHOLE SCHOOL ART COMPETITION- See Flyer.**

DECLARATION FORM – ONLY FOR PARENTS OF STUDENTS FROM YEARS 7-13. Parents who have not sent this in are reminded to kindly not delay any further.

NEW DHA HEALTH FORM – FOR PARENTS OF ALL STUDENTS. Parents who have not sent this in are reminded to kindly not delay any further.

1) WORKSHOP ON COLLEGE ADMISSIONS, CAREER EXPLORATION & DECISION MAKING BY ANJU BHATIA (FOUNDER & CEO FUTURE WISE EDUCATION) TUESDAY, 10TH SEPTEMBER 2024(7:20 – 8:00 AM):

Please see attached circular. Students of years 11, 12 and 13 will attend. If any parents of these year groups wish to attend, you are welcome.

2) UAE UNIVERSITY FAIR, 17TH SEPTEMBER 2024 (10:00 AM TO 12:00 PM):

Please check separate circular attached.

3) INTERNATIONAL UNIVERSITY FAIR, 19TH SEPTEMBER 2024 (11:00 AM TO 1:00 PM):

Please check separate circular attached.

4) 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 Skippy 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. GL CAT-4 SCHEDULES WILL BE SENT NEXT FRIDAY.**

5) NGRT YEARS 2-10 TEST DATES:

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

- Students of years 2 and 3 will do the NGRT tests in the IT LABS.
- For **YEARS 4-10, parents are reminded to kindly send A FULLY CHARGED DEVICE (LAPTOP OR TABLET) with your child on the date scheduled for your child's test.**

Please consult the table below for test dates and the separate circular for all other information.

YEAR 2	Wednesday, 2 nd October	In the Computer labs
YEAR 3	Monday, 23 rd September 2024	In the Computer labs
YEAR 4	Thursday, 3 rd October 2024	ON THEIR OWN DEVICES tablet or laptop only
YEAR 5	Monday 23 rd September 2024	ON THEIR OWN DEVICES tablet or laptop only
YEAR 6	Tuesday, 24 th September 2024	ON THEIR OWN DEVICES tablet or laptop only
YEAR 7	Friday, 27 th September 2024	ON THEIR OWN DEVICES tablet or laptop only
YEAR 8	Wednesday, 25 th September 2024	ON THEIR OWN DEVICES tablet or laptop only
YEAR 9	BOYS- Thursday, 26 th September 2024 GIRLS- Friday, 27 th September 2024.	ON THEIR OWN DEVICES tablet or laptop only
YEAR 10	GIRLS - Monday, 23 rd September 10B- 25 th Sept. 2024 10C- 24 th Sept. 2024 10F-27 th Sept 2024.	ON THEIR OWN DEVICES tablet or laptop only

6) IAL/GCE & IGCSE/ GCSE ENQUIRIES AND CERTIFICATES:

Please note that enquiries about results will close by 15th September 2024. Certificates are expected to arrive by the first week of November 2024 and a circular will be posted on the school website as soon as these arrive.

7) INAPPROPRIATE USE OF SOCIAL MEDIA & CYBERBULLYING:

Please see this important circular attached.

8) SOCIAL MEDIA FREQUENT CHECKS BY PARENTS FOR SECONDARY & UPPER PRIMARY CHILDREN:

Parents of secondary and upper primary children are strongly encouraged to kindly make frequent checks of your child's use of social media. We have seen in many cases that minor children are being sought out on Instagram, Snapchat and other platforms by much older individuals for chats and conversations. It is important for parents to know who their children are conversing with to protect them from any potential safeguarding issues. We would also like to remind parents about your children's use of inappropriate content and language on Social Media Platforms which you will be aware of only if you make frequent checks of the same. Please have your child remove himself/herself from private social media groups that are not encouraged or recommended by us at St. Mary's. The school cannot take responsibility for private groups started by students, and we strongly discourage the formation of these groups as well as discourage student participation in them. It is once again important here that ALL PARENTS check your children's digital activity frequently including group activity if your child is part of private groups created by students.

9) SCHOOL TIMINGS AND DROP AND PICK UP:

**School timings are 7:10am until 1:40pm (Mon – Thu) and 7:10 – 11:55am (Fri)
All students must be on the premises by 7:05 am SHARP.**

Parents / Carers will no longer be permitted to drop children off to their classrooms/pick-up their children from their classrooms from Monday, 9th September 2024.

- **OWN TRANSPORT PARENTS TO ACCESS GATE NO. 5.**
- Years 1 to 3 pick- up time for own transport is 1:25 pm (Monday to Thursday); 11:45 am (Friday).
- Years 4 to 6 pick-up time is at 1:30 pm (Monday to Thursday); 11:50 am (Friday).
- Students using the metro must use GATE NO. 4.

10) ADMISSION TO A-LEVELS (PARENTS OF CURRENT YEAR 11 STUDENTS):

Parents of Year 11 students are requested to kindly go through the separate circular on A-Level admissions attached to this weekly notice.

11) UNIFORM INFRACTIONS:

Parents are hereby notified that we have been very disappointed with the large number of uniform infractions, especially among senior students. *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, heavy make -up on girls.* What is even more disappointing is the lack of collaboration from parents when we correct students for the same. Parents are requested to please check on your children before they leave home in the morning. Please refer to the uniform policy.

12) 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.** A **CLASS GROUP EMAIL** has been created using the students 'official email ID for every class. This 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. New students will receive their school email Ids on Monday.

13) Payment of Term Fees -

PLEASE SEE ATTACHED FEE CIRCULAR

14) BOARD EXAMINATION FEES:

We would like you to be informed well in advance that EDEXCEL LONDON BOARD EXAMINATION FEES will be collected in the month of NOVEMBER 2024 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 when released by KHDA for the BOARD EXAM FEE AMOUNT for each year group.

15) FINANCE-RELATED EMAILS:

Please send your emails to:

1) fee-smchs@smgeducation.org

ALL FEES Related matters (payments): Kindly make sure to send the transaction details with the required SUBJECT Header for quick validation of your concerns and attached proof of payment.

(Mode of Payment / Particulars/ Amount / Student ID)

SKIPLY/ TERM 1 FEES/ 4,800 Dhs / 002563 / Kiandra Smith / 11A

2) finance-smchs@smgeducation.org

ALL INVOICE, ACCOUNTS RECONCILIATION, TC and other related matters.

Kindly make sure to send the transaction details with the required SUBJECT Header for quick validation of your concerns and attached proof of payment.

(Particulars/ Student Details)

Request for Pro-Forma Invoice / 002536 / Kiandra Smith / 11A

3) The modes of payment for fees as well as the school's new bank account details are mentioned in the attached notice.

4) For SIMS Student Registration Number and DC Number request, please send email to: itsupport-smchs@smgeducation.org (IT-Support Email Account).

16) APPROVED KHDA CALENDAR FOR ACADEMIC YEAR 2024-2025:

Parents are requested to check the approved KHDA School Calendar for the Academic Year 2024-2025 that has been attached to this circular for your easy reference. This will help you plan ahead. If the regulators make any changes to the same, we will inform you immediately. Please note that only emergency medical leave will be approved during school days. Leave for family holidays and celebrations must coincide with the school holidays as per the KHDA calendar. **Leave for events like graduations, weddings, parties etc will not be granted during school days and if absences like this occur during exams, there will be no re-exams in that case. We expect parents to respect these dates and not request leave during school days.**

KEY DATES IN THE APPROVED KHDA CALENDAR

Parents are strongly reminded not to plan holidays/ celebrations and other events outside the approved holiday slots in the calendar as these will not be approved.

26 th AUGUST 2024	School re-opens for ALL STUDENTS
30 th SEPTEMBER 2024	Holiday for student's
10 th to 23 rd OCTOBER 2024	Window for mid-term assessments
1 st NOVEMBER 2024	Diwali Holiday
11 th NOVEMBER 2024	Holiday for all students
2 nd & 3 rd DECEMBER 2024	National Day Holidays
14 th DECEMBER 2024 – 5 th JANUARY 2025 (Inclusive)	Winter Break

6 th JANUARY 2025	School re-opens after the Winter Break
10 th - 24 th JANUARY – 2024	First Term Examinations in the morning. Regular lessons after break. Students will not be allowed to go home after the morning's exam.
13 th FEBRUARY 2025	Sports Day Years 5-13 (subject to change)
17 th FEBRUARY	Holiday for all students
21 st FEBRUARY 2025	Sports Day Years 1-4
7 th to 21 st March 2025	Window for Mid-term assessments
14 th -21 st MARCH 2025	Mock Examinations years 11 and 13
7 th to 11 th APRIL 2025	
22 nd MARCH – 6 TH APRIL 2025 (inclusive)	Spring Break
17 th & 18 th APRIL 2025	Holiday for all students
13 th MAY 2025	Study Holiday
14 th 15 th & 16 th MAY 2025	Final exams in parallel with regular lessons
19 th to 28 th MAY 2025	Final Exams and students go home at 11:30 am
5 th & 6 th JUNE 2025	Eid Al Adha (subject to government declaration)
26 th JUNE 2025	Government Holiday
27 th JUNE 2025	Last day of school

Please note that the GL EXAMS usually take place during the month of May and June.

17) SIMS PARENT APP/ ACTIVE LEARN/ LEARNING LADDERS:

Please note that these are still in process and our IT Support will be sending out the invitation and credentials for the same in some time. We will let you know via a circular when that process gets rolled out. Kindly do not email IT Support for this at the moment. Login details for ACTIVE LEARN and LEARNING LDDERS will be sent by the second week of September.

Please note that the SIMS PARENT APP must be checked on a regular basis and not just at the time of report cards as when it is inactive for more than a month, APP access automatically gets disabled.

18) INTERNATIONAL BENCHMARK TESTS FOR THE ACADEMIC YEAR 2024- 2025

AND APPLICABLE PAYMENTS:

Parents are requested to kindly go through this table carefully so that you will be aware of which International Benchmark tests are applicable to your child.

PRIMARY SCHOOL

YEAR GROUP	NGRT	CAT-4 Amended	GL	IBT ARABIC A	IBT ARABIC B
YEAR 1	NA	NA	NA	NA	NA
YEAR 2	YES	NA	NA	NA	NA
YEAR 3	YES	NA	NA	NA	NA
YEAR 4	YES	YES	YES	NA	NA
YEAR 5	YES	NA	YES	YES	YES
YEAR 6	YES	YES	YES	YES	NA

SECONDARY SCHOOL

YEAR GROUP	NGRT	CAT-4 Amended	GL	IBT ARABIC A	IBT ARABIC B
YEAR 7	YES	NA	YES	YES	YES
YEAR 8	YES	YES	YES	YES	NA
YEAR 9	YES	NA	YES	YES	YES
YEAR 10	YES	YES	YES	YES	NA
YEAR 11	NA	NA	YES	YES	NA
YEAR 12	NA	NA	NA	NA	NA
YEAR 13	NA	NA	NA	NA	NA

RED BLOCK: ERRATUM NOTICE FROM LAST WEEK'S CIRCULAR. Year 11 does not have GL or IBT Arabic tests.

19) 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.

20) 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.

21) 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.

22) 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.

23) 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.

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

25) 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.

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.
- Sharing important information already posted in a circular to help reach more parents e.g. alerts about sickness, school policies, etc.
- Sharing 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.
- Foster a sense of community.
- Sharing relevant community notices e.g. road closures or new traffic lights in the local area, etc.

We **STRONGLY discourage** the use of the 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.

26) 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)





OUR REF :

TRN : 100259955100003

Friday, 6th September 2024.

To: The Parents of students in Years 11, 12 and 13
WORKSHOP ON COLLEGE ADMISSIONS, CAREER
EXPLORATION & DECISION MAKING.

Dear Parents,

Greetings from Saint Mary's.

We are excited to announce an upcoming workshop led by **Mrs. Anju Bhatia**, Founder and CEO of Future Wise, Education focusing on "Strategies to Prepare High School Students for College Admissions, Career Exploration, and Decision Making" on **Tuesday, 10th September 2024 (7:20 – 8:00 am).**

This session will equip students with essential tools and insights to navigate their higher education journey and career choices effectively. Students will develop their understanding on potential career paths and will gain valuable decision-making skills that will guide them through their future academic and professional pursuits.

Yours sincerely

Mr. Paul Asir Joseph
(Principal)





Anju Bhatia
Founder and CEO
Future Wise Education, Dubai

Anju is a highly passionate, enthusiastic, dedicated, extremely hardworking and resourceful Team worker with excellent leadership, Interpersonal and communication skills. She has worked on key leadership positions with educational start-ups and growing businesses in schools and Higher Education in GCC in last 20 years. She is a former K12 School Principal and an Academic Dean and Chief Operating Officer of a College in Dubai. Her key strengths are understanding the organizational mission and vision and cultivating trust and productive relationships with education partners, stakeholders, students, parents, faculty, and administration to achieve them. She has a demonstrated history of providing support to the organizations and individuals for consistent growth and development yet adding value to the existing endeavors.

She started Future Wise Education, Dubai in 2021 to purposefully work with clear goals and objectives, foster a safe and productive learning environment, enhance the academic and professional skills of individuals, and ensure sustainable growth and development of all.

Her Core Competencies Include:

- Partnerships, affiliations, accreditations, progression pathways
- Compliance, Internal Quality Assurance, policies, and processes
- Performance Standards Development as per the regulatory authorities
- Educational Leadership, Administration, Recruitments
- Program Evaluation and Assessment methodology
- Curriculum Development, Creative and critical Thinking
- Training in effective Content delivery, research-based assignments
- Evaluations, CPD Workshops, Seminars, Faculty Training support for Improvement in Learning Standards
- Leadership and Team Building for sustainability
- Parental and community Involvement for development and constructive feedback
- Learner engagement, practical training • Learner Wellbeing, Collaborative Learning, 21st Century Life Skills, personal and social development
- Organizational security and safety for all and in all aspects, Risk Management
- Catering School community with varied learning needs

Reach out to her at ceo@futurewiseedu.com
<https://www.linkedin.com/in/anjubhatia26/>



OUR REF :

TRN : 100259955100003

DATE : Friday, 6th September 2024

**To: The Parents of students in YEARS 11, 12 AND 13:
UAE UNIVERSITY FAIR @ SAINT MARY'S CATHOLIC HIGH
SCHOOL, DUBAI- 17th SEPTEMBER 2024**

Dear Parents,

Greetings to you from St. Mary's Catholic High School!

It is a pleasure to be able to once again invite you, dear parents to join us in the Main Hall for the UAE University Fair on the 17th of September 2024 . We have several top quality universities from the UAE attending our UAE university Fair. We encourage you to come and take advantage of this unique opportunity to meet with all the top universities from the UAE and speak to their representatives personally. Students from years 11, 12 and 13 will be visiting the universities at specific time slots. The details of the fair are as follows:

- **Date :** **Tuesday 17th September 2024**
- **Venue:** **Main Hall, SMCHS**
- **Time:** **10:00 am to 12:00 pm**

Please find the list of Universities that will be represented overleaf. These have confirmed but there will be many more who are yet in the process of confirming.

We look forward to your presence at the fair.

Yours sincerely

Mr. Paul Asir Joseph
(Principal)



UAE UNIVERSITY

- **Middlesex University**
- **Bathspa University**
- **De Montfort University Dubai**
- **Amity University Dubai**
- **Herriot Watt**
- **Symbiosis**
- **Qadri International(medical studies abroad)**
- **RIT-Rochester Institute of Technology**
- **Curtin University**
- **GBS Dubai**
- **Bolton University Dubai**
- **Ajman University**
- **Unihawk**
- **Explorer**
- **University of Waterloo**
- **UNB Canada**
- **Zayed University**
- **UKCBC**
- **Gyanberry**
- **Study in Germany**
- **Dubai Medical College**
- **Regent**
- **Demont**
- **Cromwell**
- **PWC**
- **Book My Univeristy**
- **Jain University**
- **Unique Robotics**
- **Learners**
- **Study In Australia**
- **Vedatma**
- **American College**



OUR REF :

TRN : 100259955100003

DATE : Friday, 6th September 2024**To: The Parents of students in YEARS 11, 12 AND 13**
INTERNATIONAL UNIVERSITY FAIR

Dear Parents,

Greetings to you from St. Mary's Catholic High School!

It is a pleasure to be able to once again invite you to join us in the Main Hall for **THE INTERNATIONAL UNIVERSITY FAIR** on **Thursday, 19th September 2024**. We have several top-quality universities from the UK, US, Ireland, Canada and Australia attending the Fair. We strongly encourage you to come and take advantage of this unique opportunity to meet with all the top universities and speak to their representatives personally. Students from years 11, 12 and 13 are strongly advised to stay back in school and attend the fair that will be highly beneficial to them. The details of the fair are as follows:

- **Date: Thursday 19th September 2024**
- **Venue: Main Hall, SMCHS**
- **Time: 11:00 am – 1:00 pm**

The following universities have confirmed their attendance

COUNTRY	UNIVERSITY
Australia	Australian Catholic University
Australia	University of Melbourne
Australia	The Australian National University
Australia	Victorian Institute of Technology (VIT)
Australia	Flinders University
Canada	University of Guelph
Canada	Simon Fraser University
Canada	St Francis Xavier University
Canada	University of Guelph-Humber
Canada	University of Waterloo
Canada	University of Saskatchewan

Canada	Humber
Canada	University of Alberta
Canada	The University of Winnipeg
Canada	University of Windsor
Canada	Wilfrid Laurier University
Canada	Toronto Metropolitan University
Canada	University of Lethbridge
Canada	Yorkville University Toronto Film School
Dubai	Heriot-Watt University Dubai
Dubai	University of Wollongong
Ireland	University College Dublin
Ireland	Dublin City University
United Kingdom	St Georges University
United Kingdom	Northumbria University
United Kingdom	Kingston University London
United Kingdom	Swansea University
United Kingdom	University of Nottingham
United Kingdom	Keele University
United Kingdom	Study Group
United Kingdom	Nottingham Trent University
United Kingdom	Brunel University London
United Kingdom	University of Birmingham
United Kingdom	Durham University
United Kingdom	The University of Liverpool
United Kingdom	University of Surrey
United Kingdom	University of Lincoln
United Kingdom	University of Sheffield
United Kingdom	Arts University Bournemouth
United States	University of Cincinnati
United States	University of Arizona
United States	Green River College
United States	Kaplan International Pathways
United States	Shorelight
United States	Lawrence Technological University

Yours sincerely

Mr. Paul Asir Joseph
(Principal)





ST. MARY'S CATHOLIC HIGH SCHOOL

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مدرسة القديسة مريم الكاثوليكية الثانوية

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OUR REF :

TRN : 10025995510003

Friday, 6th September 2024

To **Parents of students in Years 5 – 13**
CYBERBULLYING/ BULLYING / INAPPROPRIATE USE OF
OR BULLYING ON SOCIAL MEDIA

Dear Parents,

Greetings from Saint Mary's. I am sure that every child is precious to every parent and it is our duty to safeguard every child in the school. We at St. Mary's hold this sentiment close to our hearts and we strive to offer all students a hazard free and emotionally safe environment in which they can achieve their full academic and personal potential. In light of this it has been a rather disappointing experience to have learned that some students have been resorting to Cyberbullying with the intention to emotionally and psychologically hurt another child or other children.

We have recently been made aware of several accounts on Instagram that are using the school name and logo with content that is racially offensive, sexually inappropriate , has targeted staff and students by name in a manner that is vilifying and degrading.

Several senior students especially in years nine and ten have been identified as following these accounts, commenting on and even liking the offensive content.

Some of these accounts are **smchs_confess, smchs_sleep, smchs_eating, smchs_slapping** etc. **The school has provided all information regarding these accounts to the e-crime division of Dubai Police and those involved will have to face subsequent consequences as all that has been described goes completely against UAE cultural as well as cybercrime laws.**

Please review your children's social media accounts, so you may advise them appropriately.

We believed that our O-Level students are mature enough to handle their devices in school but we have seen that a large majority of them have been following these accounts and so we will now be requiring them to hand in their phones every morning to their class teachers.

We would like for every parent to carefully go through the KHDA Parent-School Contract over the weekend with your child as well as this letter to be well reminded of the school's zero-tolerance policy for bullying in all its forms and the potential consequences that might arise from any behaviour that constitutes bullying. We will be updating our Anti-Bullying and Behaviour Policies and shall make these available to you shortly.

FROM THE KHDA PARENT-SCHOOL CONTRACT

The school has a zero-tolerance policy for bullying in all its forms. Bullying is the intentional and deliberate intimidation of another person through emotional, physical, Psychological and / or cyber means. Instances of proven and intentional bullying may result in immediate suspension of the aggressor from the school. The matter will be referred to KHDA for ratification.

Aligned with the above, the school will not tolerate any form of defamation or intentional harm practiced through social media forums. The school has set clear policies for parents and students about the use of and participation in social media outlets and/or forums and these centre around UAE guidelines and protocols such as:

- 1) Parents and students in all year groups using any social media forum, must at all times, demonstrate respect for the members of the school community (including all students and personnel)
- 2) Parents and students must not breach confidentiality , defame or make threats to any person in the school community. Instances of proven and intentional breach of the above will result in sanctions which may include SUSPENSION from school.

WARNING LETTERS WILL BE ISSUED IN CASES WHERE ANY FORM OF BULLYING HAS BEEN OBSERVED: These letters will be also sent to KHDA and will be placed on the students' personal file.

- 1) The First Warning letter will be issued with clear cut details of consequences that will follow should the behaviour in question be repeated.
- 2) The Second Warning letter will result in a one-day suspension from school along with details of further consequences.
- 3) The Third Warning letter will result in a three-day suspension from school with the potential permanent suspension from the school after consultation with the KHDA.

The school also reserves the right not to re-enroll students for the following Academic Year when behavioural issues are repeated. This will be documented by the school through the issuance of dated warning letters supported with evidence and after obtaining KHDA approval.

We appeal to ALL parents to kindly make frequent checks on your children's use of Social Media as well as checking the statutory age limits for holding certain Social Media Accounts . While some parents may feel that checking on their Children's social media is intrusive, evidence that we have seen of many children's use of social media strongly points to the old adage 'It is better to be safe than sorry'.

We trust that this reminder will be taken seriously by ALL parents and that you will set up a dedicated time this weekend to go over this letter with your children.

Yours Sincerely,



Mr. Paul Asir Joseph
(Principal)





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

CHEVRON READER'S CUP - 2025

Ready to read a book and attempt a quiz to see just how much of it you remember? Come, sign up for the preliminary round for “Chevron Reader’s Cup” team quiz competition.

If you believe you are good enough be part of the team representing our school this year, register for the preliminary round by joining the Google classroom given below.

Material for the preliminary test is uploaded in the materials section. Please make sure you prepare with the material that is relevant to your year group.

Age requirements:

Primary: Upto 11 years (Less than 12 as of 2/10/24)

Secondary: 12-16 years (Less than 17 as of 2/10/24)

Last date to register - 10th September 2024

GC Link:

<https://classroom.google.com/c/NzExMDI4NDIyNTE0?cjc=cloejd7>

GC code:

cloejd7



PRELIMINARY ROUND
25TH SEPTEMBER 2024



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

EMIRATES AIRLINE FESTIVAL OF LITERATURE

EMIRATES NBD

POETRY FOR ALL

“**Emirates NBD Poetry For All**” competition is here again. If you believe you have it in you to represent our school in this exciting event, please register for the preliminary round.

Students are invited to sign up by joining the Google Classroom given below. Further instructions and dates will be provided in the GC.



GC Link:

<https://classroom.google.com/c/NzExMDQwMzIzODQz?cjc=wc2vtma>

Class Code: *wc2vtma*

PLEASE NOTE: THIS COMPETITION IS OPEN TO STUDENTS AGED 9 - 16 YEARS ONLY.

Last Date to Join: 20 September 2024



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

Art Competition

It's a brand new year and we invite you to color your dreams!

Years 1-4 - Coloring Competition

No need to sign up

Picture will be provided.

Materials allowed: Color pencils, markers, crayons,

Years 5 -8 - Art Competition

Task - Create your own Superhero for a better future

Sign up with your class teachers.

Last date to register - **10th September 2024**

Paper will be provided.

Students should bring their own art materials.

Materials allowed: Color pencils, markers, crayons, oil pastels,

***Water color, acrylic colors, oil paint etc. will not be allowed.**

Years 9 and up - Art Competition

Task - Self Portrait of your Alter Ego

Sign up with your class teachers.

Last date to register - **10th September 2024**

Paper will be provided.

Students should bring their own art materials.

Materials allowed: Color pencils, markers, crayons, oil pastels, water colors, acrylic colors etc.

The competition will take place between 16-20th of September. Specific dates will be conveyed later



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

DECLARATION FORM

Please provide us with the information requested below and return to the Class teacher on the first day of school.

Student Name :			
Class:		Date of Birth (dd/mm/yyyy):	
Religion (please specify):		Nationality:	
Known Medical Conditions including allergies (if any). Please provide with details of regular medications			

Parent's Contact Details			
	Father / Guardian	Mother / Guardian	Student
Name			
Company			
Occupation			
Mobile Number			
Office Number			
Home Number			
Email Address			
Primary Contact (Please tick)			
The aforementioned information will be used to contact primary contact in case of emergency, if he/she is unable to answer the second contact will be called			

The information I have provided above is correct and if it were to change after the child has enrolled to St. Mary's, I accept to inform the administration.

Name : _____

Signature : _____ Date : _____

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- It is allowed ONLY to access and keep this document with who issued, who is responsible and to whom it is applicable.
- Information Security Classification: Open Shared -Confidential Shared-Sensitive Shared-Secret

Public Health Protection Department- School Health Section
Student Medical Form & General Consent

Student
Photo

Dear Parent/ Guardian of the Student:

Please fill the following form accurately to ensure maintaining and monitoring your child's health and wellbeing during the school Academic year

School Information	
School Name:	Grade: Section:
Student Information	
Student Full Name:	Gender:
Date of Birth:	Nationality:
Parent or Legal Guardian Name:	Relationship:
Mobile Number (1):	Mobile Number (2):
E-Mail:	Emirate:
In case of Emergency and we are unable to reach the parent/guardian, the following person can be contacted:	
Name:	Relationship: Mobile Number:

Required Attachments			
Student's Emirates ID Copy	<input type="checkbox"/> Yes	<input type="checkbox"/> No	ID Number:
Student's Passport Copy	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Original Vaccination Card or Updated Copy	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Health Card Copy (if any)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Health Card Number:
Health Insurance Card Copy (if any)	<input type="checkbox"/> Yes	<input type="checkbox"/> No	

Student Medical History				
	Health Problem	Yes	No	Comments
1	Does the student suffer from any allergy to medicine, food, dust, etc? If yes, please specify in comments			
2	Does the student suffer from any Cardiovascular problem?			
3	Does the student suffer from Diabetes?			
4	Does the student suffer from Hypertension?			
5	Does the student suffer from Bronchial Asthma?			
6	Does the student suffer from any Renal Problem?			
7	Does the student suffer from Epilepsy or Convulsion /seizures?			

ID	Issue#	Issue Date	Effective Date	Revision Date	Page#
CP_6.2.14_F08	02	Nov 20, 2023	Nov 20, 2023	Nov 20, 2026	1/1

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Public Health Protection Department- School Health Section
Student Medical Form & General Consent

8	Does the student suffer from Epistaxis?			
9	Does the student suffer from Hemolytic Anemia, type G6PD?			
10	Does the student suffer from any Hereditary Blood Disease (e.g. Thalassemia, sickle cell anemia, Hemophilia)? If yes, please specify in comments			
11	Does the student suffer from any Skin Problem?			
12	Does the student suffer from any Eye problem (Myopia, Hyperopia...)? If yes, please specify in comments			
13	Does the student suffer from any Hearing problem?			
14	Does the student use any medical aid device? If yes, please specify the device details in comments			
15	Did the student undergo any surgery in the past? If yes, please specify the details in comments			
16	Was the student ever hospitalized? If yes, please specify the reasons in comments			
17	Does the student have any health condition that could weaken the immune system such as Cancer (Blood cancer, Lymphoma), or an organ transplant? If yes, please specify in comments			
18	Did the student get any blood, antibodies or plasma transfusion in the past?			
19	Did the student suffer from any of the following diseases: (Mumps, Measles, Diphtheria, Pertussis, Chickenpox, Tuberculosis), If yes, please specify details in comments			
20	Did the student suffer from Viral Hepatitis?			
21	Did the student suffer from Poliomyelitis (Infantile paralysis infection)?			
22	Does the student suffer from any Mental or Behavioral Problem? If yes, please specify in comments			
23	Does the student suffer from any other Problem or disease not mentioned here? If yes, please specify in comments			

If the student suffer/suffered from any of the health problems mentioned or not mentioned above, please answer the following questions

Medications or Treatments taken continuously

Medicine Name: **Dosage:**

Emergency Medications

Medicine Name: **Dosage:**

Any treating Doctor instructions on Student's nutrition

.....

ID	Issue#	Issue Date	Effective Date	Revision Date	Page#
CP_6.2.14_F08	02	Nov 20, 2023	Nov 20, 2023	Nov 20, 2026	2/1

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Public Health Protection Department- School Health Section

Student Medical Form & General Consent

Any treating Doctor instructions on Student's physical activity and exercise				
Any treating Doctor instructions for Student's School Doctor/Nurse to apply during the school day				
Family Medical History				
	Health Problem	Yes	No	Comments
1	Any Cardiovascular problem and Hypertension			
2	Diabetes			
3	Any Hereditary Blood Disease (e. g. Thalassemia, sickle cell anemia, Hemophilia)			
4	Any type of Cancer			
5	Any Immune System problem			
6	Any Mental Health problem			
7	Others, please specify in comments			
I agree for my child to have curative and/or preventive services that may include first aid, screening for height, weight, vision acuity, hearing test, dental checkup, Back examination scoliosis screening, Comprehensive Medical Examination, referral to emergency room when necessary, administer emergency medications when needed, and applying the Healthcare Management plan which is planned for based on the instructions of the				
Parent/ Guardian approval and verification for the above mentioned information				
<input type="checkbox"/> I certify that the above provided information are valid				
<input type="checkbox"/> I agree for my child to be provided with the above mentioned health services according to the need				
<input type="checkbox"/> I disagree for my child to be provided with the above mentioned health services (In case of refusal, the above services will not to be offered except in emergency situations which require immediate intervention)				
Parent /Guardian Name: Relationship:				
Parent/ Guardian Signature: Date:				
Notes				
<ul style="list-style-type: none"> • Please attach medical reports about the Student's health problem, if any • It is the responsibility of the Student's Parent/ Guardian to inform the school clinic of any changes in the Student's health status and submit medical reports accordingly to update the Student's Medical Record at 				

ID	Issue#	Issue Date	Effective Date	Revision Date	Page#
CP_6.2.14_F08	02	Nov 20, 2023	Nov 20, 2023	Nov 20, 2026	3/1

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Public Health Protection Department- School Health Section
Student Medical Form & General Consent

School.
<ul style="list-style-type: none">• This consent has to be filled each academic year and updated whenever required

Please contact the School Doctor/Nurse if there are any queries

ID	Issue#	Issue Date	Effective Date	Revision Date	Page#
CP_6.2.14_F08	02	Nov 20, 2023	Nov 20, 2023	Nov 20, 2026	4/1



OUR REF :

TRN : 10025995510003

DATE: Friday 30th August 2024

**To: Parents of students in Years FOUR, SIX EIGHT & TEN ONLY
- GL CAT4 EXAMINATION - OCTOBER - NOVEMBER 2024**

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 mandatory assessments by KHDA and feature in your Parent-School Contract as well.

The entry fee is AED 65/- for the test, the exact amount of which must be paid ONLY VIA THE SKIPLY APP NO LATER THAN 8th SEPTEMBER 2023.

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 timeframe. 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 WILL BE MADE AVAILABLE IN OUR NEXT WEEKLY CIRCULAR.

Yours sincerely,



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





OUR REF :

TRN : 100259955100003

DATE: Friday, 30th August 2024

To: Parents of Year Eleven Students

- ADMISSION TO TWO YEAR A-LEVEL GCE PROGRAMME

Dear Parents,

Greetings from St. Mary's Catholic High School Dubai. We invite you to read this circular very carefully as it has important information for parents regarding admission to the two-year A-Level GCE Programme.

We would like to point out very clearly, that admission to A-Level is not automatic and is a completely new process.

We would also like to bring to your attention that under the British system, a student completes high school with the completion of his/her O-Level. Hence the admission to A-Level is then a process of a 'NEW ADMISSION'.

YEAR 11 students must not re-register for the next Academic year when re-registration comes up for other year groups.

The conditions for a student to be considered for a place in A-Levels are as follows.

- **SHOULD HAVE AN EXCELLENT BEHAVIOUR RECORD**
- **4 SUBJECTS TO BE OPTED FOR**
- **Admissions will be MERIT-BASED.**
- Hold a high-grade **average** in all subjects (Internal Exams) in Year Eleven.
- Should have not had any serious or repeated disciplinary issues over Years Nine through Eleven.

- Should not have engaged in activities, in or out of school, which tarnish the reputation of the school.
- **Hold a minimum attendance record of 95%.**
- **Be prepared for an entrance exam in the subject opted for that has not been taken at O-Level**

Those students who take Arabic as a First language and Islamic Studies in A-Level will have to maintain a minimum aggregate attendance percentage of 95% for Arabic and / or Islamic Studies lessons, FAILING WHICH STUDENTS WILL NOT BE ISSUED A SCHOOL LEAVING CERTIFICATE/ATTESTED CERTIFICATES OR RECOMMENDATION LETTERS. Students who do not reflect this 95% aggregate attendance after the first month of enrollment might not be allowed to continue the A-Level programme.

Please note that St. Mary's Catholic High School offers the GCE Advanced Levels Linear Programme which means that we DO NOT OFFER **AS LEVEL CERTIFICATION** at the end of Year 12. This is a standalone qualification, and results are declared only at the end of Year 13.

The whole two-year Programme has to be completed for any equivalency certification.

Please consider all the criteria above while planning ahead with the next phase in your child's educational journey. Parents should also be aware that even if all criteria are met, **competition for places remains very stiff as seats are limited** and therefore, **we strongly recommend that all parents should ensure that their children have a back-up plan. This would include applying to other institutions besides St. Mary's well in advance.**

Thank you for your kind co-operation.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)





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

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+٩٧١ ٤ ٣٣٦٨١١٩ : فاكس

OUR REF :

TRN : 100259955100003

DATE: Friday, 30th August 2024

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. This year we have to undertake the test thrice. 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 **105/- 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 8th SEPTEMBER 2024.**

The schedule for the tests will be sent with the next weekend circular but will tentatively be in September 2024.

Please note that results will go towards part of the English Language assessment for the FIRST REPORT IN NOVEMBER 2024 and students must undertake the tests seriously as this will count towards attainment in English.

Yours sincerely



Mr. Paul Asir Joseph
(Principal)





OUR REF :

TRN : 100259955100003

Date : 17th August 2024.

NOTICE

Dear Parents,

To facilitate payment of school fees for the new academic session, 2024-2025, listed below are the payment options:

1. Payment through Skiplly App:

Please follow the steps mentioned in the Skiplly Payment Guide.

<https://www.stmarysdubai.com/parents-info/skiplly-mobile-payment-gateway/>

Kindly note that Skiplly is a payment gateway and it will not show the reducing balance of the fee for the student.

2. Company Cheques: In favour of ST MARYS CATHOLIC HIGH SCHOOL DUBAI.

Please mention the DC Student Registration Number, Name, Year & Section of the student, behind the cheque leaf.

3. Manager's Cheques: In favour of ST MARYS CATHOLIC HIGH SCHOOL DUBAI.

Please mention the DC Student Registration Number, Name, Year & Section of the student, behind the cheque leaf.

4. Details of Bank Transfer -

Bank Name : THE NATIONAL BANK OF RAS AL-KHAIMAH

Account Name : ST MARY CATHOLIC HIGH SCHOOL DUBAI

Account Number : 0183378610001

IBAN Number : AE490400000183378610001

Please send the transaction details through email to fee-smchs@smgeducation.org. Kindly mention the DC Student Registration Number, Name, Year & Section of the student.

- NO PERSONAL CHEQUES WILL BE ACCEPTED.
- NO CASH DEPOSITS OR CHEQUE DEPOSITS SHOULD BE MADE DIRECTLY TO THE SCHOOL'S BANK ACCOUNT.

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

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فاكس : +٩٧١ ٤ ٣٣٦٨١١٩

OUR REF :

TRN : 100259955100003

PAYMENT OF TERM FEES :

Please refer to the new KHDA approved FEE STRUCTURE for the next academic year 2024-2025.

All FIRST TERM FEES MUST be paid via the SKIPLY APP or a direct Bank Transfer between the 20th of August and the 20th of September 2024. First Term fees that are not paid by the 20th of September 2024 will then be considered as OUTSTANDING. Please respect the fee payment deadlines. Second Term fees must be paid between the 1st of January 2025 and 31st January 2025.

The school's RAK Bank account is mentioned below:

Account Name: St Marys Catholic High School Dubai

Account No: 0183378610001

IBAN No.: AE490400000183378610001

Bank: The National Bank of Ras Al-Khaimah

SWIFT CODE: NRAKAEAKXXX

Once a transfer has been made, please share the transfer details, the student name, Year & section and student's DC ID number through email to "fee-smchs@smgeducation.org"

We would like to remind ALL parents that timely fee payments are important for the sustained functioning of the school. We urge parents not to delay fee payments and ensure that you have paid well within the stipulated fee payment window for each term.

Thanking you

Yours Sincerely

MR. PAUL ASIR JOSEPH
PRINCIPAL





OUR REF :

TRN : 100259955100003

DATE: Friday, 30th August 2024

To: Parents of Year Eleven Students

- ADMISSION TO TWO YEAR A-LEVEL GCE PROGRAMME

Dear Parents,

Greetings from St. Mary's Catholic High School Dubai. We invite you to read this circular very carefully as it has important information for parents regarding admission to the two-year A-Level GCE Programme.

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We would also like to bring to your attention that under the British system, a student completes high school with the completion of his/her O-Level. Hence the admission to A-Level is then a process of a 'NEW ADMISSION'.

YEAR 11 students must not re-register for the next Academic year when re-registration comes up for other year groups.

The conditions for a student to be considered for a place in A-Levels are as follows.

- **SHOULD HAVE AN EXCELLENT BEHAVIOUR RECORD**
- **4 SUBJECTS TO BE OPTED FOR**
- **Admissions will be MERIT-BASED.**
- Hold a high-grade **average** in all subjects (Internal Exams) in Year Eleven.
- Should have not had any serious or repeated disciplinary issues over Years Nine through Eleven.

- Should not have engaged in activities, in or out of school, which tarnish the reputation of the school.
- **Hold a minimum attendance record of 95%.**
- **Be prepared for an entrance exam in the subject opted for that has not been taken at O-Level**

Those students who take Arabic as a First language and Islamic Studies in A-Level will have to maintain a minimum aggregate attendance percentage of 95% for Arabic and / or Islamic Studies lessons, FAILING WHICH STUDENTS WILL NOT BE ISSUED A SCHOOL LEAVING CERTIFICATE/ATTESTED CERTIFICATES OR RECOMMENDATION LETTERS. Students who do not reflect this 95% aggregate attendance after the first month of enrollment might not be allowed to continue the A-Level programme.

Please note that St. Mary's Catholic High School offers the GCE Advanced Levels Linear Programme which means that we DO NOT OFFER **AS LEVEL CERTIFICATION** at the end of Year 12. This is a standalone qualification, and results are declared only at the end of Year 13.

The whole two-year Programme has to be completed for any equivalency certification.

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Thank you for your kind co-operation.

Yours sincerely,



Mr. Paul Asir Joseph
(Principal)

