



OUR REF :

TRN : 100259955100003

Friday, 31st January 2025

To: The Parents of students in Years 1-13

WEEKLY CIRCULAR BEFORE WEEK TWENTY

Dear Parents,

Greetings from Saint Mary's. We trust that this update finds you and your families safe and healthy. Please read on to find out important information that is relevant to your child and/or his/her year group.

NEW UPDATES:

- **ADMISSIONS OPEN FOR YEAR ONE -2025-2026**
- **ATHLETIC MEET - 15TH FEBRUARY 2025 @ GEMS WORLD ACADEMY, DUBAI**
- **SPORTS DAY SENIOR SCHOOL - 13TH FEBRUARY 2025**
- **DIABETES WALK-YEARS 10 AND 12 - 16TH FEBRUARY 2025**
- **RECYCLING CHALLENGE WITH BIC PENS**

1) ADMISSIONS TO YEAR ONE FOR THE ACADEMIC YEAR 2025-

2026: We would like to inform all parents that the admissions notice for **YEAR ONE** for the Academic Year 2025 – 2026 has been uploaded to the school website and we have attached it to this circular as well.

2) ADMISSIONS TO YEARS TWO- TEN FOR THE ACADEMIC YEAR 2025-

2026: We would like parents to please note that since places for these year groups are limited, the admissions notice for years 2-10 will be available in the month of February 2025.

3) ATHLETIC MEET, 15TH FEBRUARY 2025- FOR PARENTS OF STUDENTS WHO HAVE QUALIFIED FOR THE FINALS :

Please see attached circular. Athletes will receive an additional consent form , please fill that in and send it back with your child.

4) SPORTS DAY SENIOR SCHOOL - 13TH FEBRUARY 2025:

Students will receive more information for the above in class.

5) BEAT DIABETES WALK , 16TH FEBRUARY 2025 FOR YEARS 9, 10 AND 12:

We will send a separate circular to parents of students in these year groups . Please save the date for this event. Parents are most welcome to join our school group. Children aged 12 years and above have to pay AED 20.

6) RECYCLING CAMPAIGN WINNING CLASS PICNICS :

Students of years 3F, 4B, 6D, 8A and 10D will be having their special outing on 4th February 2025. A separate letter was sent to parents. We would once again like to thank the children for their immense efforts towards sustainability.

7) RECYCLING CHALLENGE IN PARTNERSHIP WITH BIC PENS UNTIL JUNE

2025 : Students are invited to collect all used plastic pens and markers for recycling from now until June 2025 for a chance to win exciting prizes .

8) SECOND TERM FEES TO BE PAID WITHOUT DELAY :

All parents are requested to please pay the second term fees . The timely payment of fees is crucial to the sustainable functioning of the school. We urge those parents who have not yet made the First Term fee payments to kindly do so without any further delay. First Term fees that have not been paid will now be considered as outstanding and we will not be able to issue corrected assessment papers, report cards and any other official documents .

We would also like to clarify that when late payments are made, papers and reports cannot be released immediately. There is a fairly lengthy process to be completed and so we request all parents to kindly be patient in this regard.

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

Parents of Year 11 students are requested to kindly go through below link on A-Level admissions.
<https://www.stmarysdubai.com/wp-content/uploads/2024/05/APPLICATION-TO-ALEVEL-LETTER.pdf>

10) 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.

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 7 th to 11 th APRIL 2025	Mock Examinations years 11 and 13
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.

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.

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.

13) 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.

14) 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.

15) NO FEE PAYMENTS MUST BE DEPOSITED INTO THE SCHOOL ACCOUNT:

Parents are reminded that fee payments MUST not be deposited into the school account. Kindly come to school if you wish to pay fees in cash so that we can issue the fee receipt immediately.

16) 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 long weekend.

Yours sincerely



Mr. Paul Asir Joseph
(Principal)





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TRN : 100259955100003

DATE : Friday, 31st January 2025

To: Parents of students from Years Five to Thirteen (Only those who have qualified for the Finals): **15th FEBRUARY 2025 ATHLETIC MEET FOR YEARS 5 TO 13**

Dear Parents,

Greetings from St. Mary's. We would like to invite you to read the update on our **Athletic Meet for Years 5 – 13.**

This year we have scheduled an Athletic Meet on Saturday, 15th February 2025 at GEMS WORLD ACADEMY, DUBAI between 8:30 am to 11:30 am. Parents of students who have qualified for the races are cordially invited to join the school community for this event and cheer the children in a spirit of healthy competition. Athletes will be taken to the venue by bus and brought back to school. Buses will leave school at 7:30 am sharp. Parents may come directly to the venue.

Please make sure that your child has enough water and snacks on that day. ***Those children who use an inhalator must also have it with them.*** All students must be in their proper sports uniform. **Athletes who are competing are permitted to wear their house T-shirt, with a pair of running shorts up to the knee, running shoes (with synthetic turf spikes are allowed) and socks.**

However, on the 13th of February 2025, we will conduct some fun sports events which will be A STUDENT AND STAFF ONLY EVENT.

Yours sincerely,

Mr. Paul Asir Joseph
(Principal)



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Admissions for the Academic Year 2025-2026 **YEAR ONE ONLY**

Information to parents applying to **YEAR ONE**

We are pleased to announce the procedures for **New Admission for the Academic Year 2025-2026** at St Mary's Catholic High School, Dubai. We invite you to read on carefully as this will help in saving time and enable us to work smoothly.

As per the guidelines of KHDA, the Ministry of Education, minimum age for admission to Year One is 5 years on the 31st of August 2025 for UK curriculum schools. Children born between 1st September 2019 and 31st August 2020 may apply for YEAR ONE.

ALL STUDENTS APPLYING TO YEAR ONE SHOULD HAVE COMPLETED FS2 OR KG1. THIS IS A MANDATORY REQUIREMENT FOR ADMISSION TO ST. MARY'S.

Admission Procedures



Forms must be filled online using the link provided in this notice with all relevant supporting documents. Please note that forms that are not fully filled in, have incorrect details and/or do not have all the supporting documents will not be considered.

Documents to be attached with the form.

- 4 passport photographs.
- 1 photocopy of the passport with valid visa of the child, parents/ guardian.
- Last report card from the previous school.
- Emirates ID of parents and candidate.
- Birth certificate of the child.
- The health card (Immunization Card).
- The Baptismal Certificate (Christians only).

Face-to-face interviews that test a child's reading and general conversational ability will be scheduled for short listed candidates in the month of March 2025. **A SAMPLE READING TEXTS WILL BE UPLOADED TO THE SCHOOL WEBSITE UNDER THE ADMISSIONS TAB.** Parents should be aware that the INTERVIEWS are competitive as the number of students far exceeds the number of places available. Other factors are also taken into consideration such as those which will allow us to maintain a good balance in the internationality of the student body.

PLEASE NOTE THAT NOT ALL APPLICANTS MAY BE CALLED FOR AN INTERVIEW AS SPACES ARE LIMITED.

Those applicants who are called for an interview will have to pay a non-refundable assessment fee of AED 50/- (INCLUSIVE OF VAT) on the day of the assessment.

Incomplete application forms will not be considered for admissions. Students studying in a particular class will not be allowed to take admission in the same year, for e.g. if a child is studying in **YEAR ONE**, he / she will not be considered for admission to year one.

A Valid Residential Visa for the child, parents or the guardian who is sponsoring is a must to consider the applications for admission process. In case your UAE visa is under process, kindly provide evidence of the same and / or an undertaking to provide the same once secured.

We regret that we will not be able to contact all the applicants individually. If your child's name does not appear on the final list, then it means that he or she has not made it through the face-to-face interview. Please do not call the school to check the status of your application. We will not be able to entertain such enquiries. **As places are very limited, parents are advised to seek admission to other schools too.**

Please do not phone the school for admission-related enquiries.

[Link to Admission Form:](#)

