



# Principal's Newsletter

21<sup>st</sup> September 2007

Dear Parents/Guardians

For your information:

## Uniform

Some items are not available—a problem which is largely out of our hands. However, we are working around this and I must commend the students (and parents) for their efforts to comply as well as they can. Track suits are in stock. If your child's size is not available, they can be ordered. Some students are waiting for orders. Trousers are in stock, if none of the sizes fit, the supplier will make arrangements to measure in school. Primary P.E. shirts supposed to be coming today! Secondary uniform shirts were due this week—are now due next week!

On Monday, no action of any kind will be taken regarding any of the uniform items above i.e. track suits, secondary uniform shirts, trousers or primary P.E. shirts. This gives students a chance on Monday to buy what is missing from the Bursar's office. If it is not in stock, the bursar will give the student a "not in stock" slip which they can present to their teacher. Alternatively a parent can write a note in the homework diary. If at any time primary students are out of uniform, they will only be politely reminded - the only action taken will be to contact parents.

In the case of secondary students, they are more responsible and already the coordinator has outlined the consequent actions which will be taken in the case of non-compliance regarding school uniform. Below Ms. Meyer outlines consequent action regarding P.E. Kit.

## KISU PE Uniform Policy: Secondary School

At KISU students must wear correct uniform for PE. This is outlined in the homework diary. If a student appears for PE class without either the correct uniform or swimming kit, the following will happen:

- The first time this happens the student will be sent to the secondary coordinator's office and have his/her name recorded.
- The second time this happens the student will be sent to the secondary coordinator's office and his/her parents will be informed through a letter or a phone call.



- The third time this happens the student will be sent to the secondary coordinator's office and the parents will be asked to come to school for a meeting to discuss the problem.

Note: If a child sends in a note from home to give a valid reason for not having the correct kit, he/she will be excused. However, please make every effort to send your children to school with the correct PE kit and school uniform in general to avoid time wasting for the PE teacher and the coordinator as well as the rest of the students in the school.

**Catherine Meyer**  
**Secondary coordinator**

### **Kindergarten Parents, coming and going**

Could we ask parents not to collect their children before 12:30am? Apparently, some parents are entering before and which disrupts the classes. Parents entering the compound are asked to close the gate as they enter and leave for obvious security reasons.

### **Kindergarten Parent Teacher Meetings**

As they have had a staggered start, interviews are put on hold for two weeks- you will be informed of the new dates.

### **Late Slips**

Nobody has complained about this practice. However, in case any one is wondering why it is necessary for a child to collect a late slip from the office, the reason is as follows: Immediately the teachers complete registration in the morning, they have to send the registers to the office. This is necessary as in case of fire/emergency the Office Manager must take registers to evacuation assembly points so that teachers can account for students. Secondary students for instance will probably not see their form tutor in the morning if they are late, as they need to go to their first lesson. When a late student goes to the office, they are marked present by office staff and are given a "late slip"—The purpose of the slip is to show the primary class teacher and secondary teacher of the first lesson that their presence has been recorded

### **Clubs**

Clubs start next week. There are always a couple of problems to iron out at the beginning. If there is any problem with Primary Clubs, please contact the Primary Head – and for Secondary problems contact The Secondary Coordinator.

Below are issues included by the Primary Head.

### **Outdoor Education**

**These trips are regarded by all as probably the most valuable experience for a student during the course of the academic year. This is why it is on the policy form all parents sign to adhere to when their child is accepted into school. It is a compulsory part of the curriculum because of its value.** It is also a social bonding exercise which is particularly valuable for international students who are annually treated to new friends and faces. If they miss this trip they will be excluded from the experiences their class/form mates alone will share in common. If your child cannot attend please contact the Primary Head or Secondary Coordinator asap.

We are close to our first set of outdoor education trips taking place during the first week of October. Letters will be going out to parents over the next few days that will contain details of these trips. **Year 8 parents** please note that there will be a meeting to learn more about the trip to Lake Bunyonyi on **Wednesday, September 26<sup>th</sup> at 7pm in the Humanities (H1)** room located on the second floor. It is extremely important that you attend if possible.

Please make payments to the bursar in cash as we do not accept cheques for these trips. Though many parents have made the payment deadline (September 7<sup>th</sup>), some have not. **Please pay ASAP** as we need to know the number of children attending.

## **Primary Interviews**

Primary interviews can now be scheduled by either calling or visiting the school office. This meeting is for you to speak with the teacher about your child. Hopefully you may give the teacher some useful insights on your child as you know them. These insights may be most useful to their teacher for the whole year. Also the teacher may give you some valuable advice in relation to helping your child in their studies and /or social development. The meeting time is very brief (approx 5 minutes) and will not include a formal report. Please do not contact the teacher directly to set up an appointment as the main schedule will be located in the office. If you feel that circumstances require a longer period of explanation feel free to book an appointment for another day.

## **Clubs**

Clubs will begin next week. Your child will by now have received a list of the clubs that they will be attending. Please make the appropriate arrangements to ensure that your child is collected at school. In addition to the skills practiced, clubs are a valuable social experience in a less formal environment than in class. However this does not mean that high expectations of appropriate and thoughtful behaviour are not required. Haphazard attendance or unacceptable behaviour will exclude a student from such activities. Due to a couple of reasons, ballet was left off of the list for this term. If you and your child are interested in attending this club on Tuesdays please contact the Head of Primary. Classes will start a week later than the others. Some parents are still outstanding in their payment of last terms ballet fees. This term parents should pay the terms fees before the club starts plus any arrears. No student will be able to attend unless these are paid in advance.

## **CPR**

We still need CPRs for many classrooms. If you are interested in helping out, please contact the classroom teacher.

Well there we have it—boring but necessary administrative issues this week! Enjoy your family weekend.

Best wishes



**Graham Pheby**  
**Principal**

