



St. Mark's College Namagoma

10 Miles Kampala – Masaka Road

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1st December, 2018

Dear Parent / Guardian,

RE: END OF TERM 3 CIRCULAR 2018.

THEME OF YEAR 2018: **“PURSUING ACADEMICS DILIGENTLY”**

1. Greetings and Appreciation

We convey our warm greetings from St. Mark's College Namagoma **“The High Achiever's College”**. We thank God for bringing us successfully to the end of this academic year 2018.

We extend our sincere gratitude to all our dear parents/guardians for the support rendered throughout the year. We pray for more cooperation in the coming years as well.

2. Our theme for 2019 is “SELF-DRIVEN TO SOAR HIGHER”

We would like to emphasize self-drive among the students and staff. We believe that for one to succeed and excel, the inner drive plays a very important role.

3. End of term III 2018 and Beginning of term 1 2019:

Term 3 has ended today **Saturday 1st/12/2018 at 7:00am**. We shall open for term one 2019 on Sunday **03rd/02/2019**. Students are encouraged to report on the first day of the term, as serious work will start immediately. In addition, we have limited dormitory space and we don't want to keep idle space for a long time. Therefore, if the student doesn't report in the first week, he/she will lose the slot in St Mark's college Namagoma and it will be given to the next applicant. Please take this advice seriously as we have previously faced uncomfortable circumstances.

4. UCE AND UACE UNEB exams of 2018.

All our candidates for UCE successfully sat for their exams. The UACE candidates will soon finish theirs. The candidates were adequately prepared and we are very optimistic for better results next February. We are grateful to God that all our candidates who registered for UCE and UACE have successfully done their exams.

5. Academic Performance.

Parents/guardians should take note of the following in line with the academics of their students;-

- i. All students have been sent home with report cards, a circular and a school calendar 2019 except those with outstanding school fees balances. Parents of such students should clear school dues. Parents should also study the report and take note of the comments.
- ii. Promotion has been on merit, and we congratulate all students who performed as expected.
- iii. Those who have been promoted on probation are encouraged to double their efforts to improve on their grades next term.
- iv. Some students have been advised to repeat. They should embrace this for a better foundation.
- v. All reports of indiscipline students shall be picked from the Deputy Head teacher (Administration) who is also the Chairperson of our Disciplinary Committee.

6. Candidates of 2019.

- i. All S.4 candidates of 2019 should report with their original **P.L.E pass-slip** and **2 photocopies** of the same.
- ii. All S.6 candidates of 2019 should report with their **U.C.E pass-slip** and **3 photocopies** of the same. The above pass-slips will be handed in to the Deputy Head teacher (**Academics**) – **Mr. Luwandagga Abdul.**

Note: The policy of all candidates being in the boarding section still stands. We therefore remind parents of day scholars in candidate classes to bring them to the boarding section.

7. Students' discipline.

Students' discipline has generally been good. We have decisively handled some of the indiscipline cases like theft, insolence and bad relationships.

8. Students' health.

The Students' health has been very good this term, and we thank God that we have not experienced any major outbreaks. Some students, however, with serious health problems have been advised to join day section. We request you dear parents to avail us with all the necessary information about your child's health for easy monitoring.

9. School uniforms.

We have had a major challenge of some students abusing the school uniform and compromising the standards of smartness by tampering with the original fashion. Some have inherited old uniforms of students who have left. There are also those ones who have outgrown their uniforms and others are worn-out. We have therefore included the cost of at least one set of uniform on the fees structure of S.3 and S.4. Others who fall among the above mentioned categories in other classes should buy new ones on reporting back from Finance office. We request parents to check the state of your child's uniform to avoid inconveniences.

Note: Black skirts and black trousers for after class can be bought from school at a modest cost.

10. School requirements.

- i. Every student should come with 3 hand kerchiefs preferably white ones.
- ii. A cup, a plate, a water bottle, folk and a small container for purchasing from the canteens.

11. School fees.

We thank parents/guardians for your positive response towards payment of school fees. Report cards of students with fees balances have been retained at the Bursar's office and will be released on completion of fees. Please see the details of school fees for Term I – 2019.

Table 1 - Summary of the fees structure Term I - 2019

	S2		S3		S4	S6
	Day	Boarder	Day	Boarder	Boarder	Boarder
Tuition	550,000	900,000	550,000	900,000	900,000	900,000
Dev't. Fee	50,000	50,000	50,000	50,000	50,000	50,000
School uniform			50,000	50,000	50,000	
Other fees	48,000	48,000	48,000	48,000	48,000	48,000
UNEB Fee					200,000	200,000
Total	648,000	998,000	698,000	1,048,000	1,248,000	1,198,000

From the table above, other fees include computer fees, toilet papers, ream, computer fees, hair trimming and school magazine 2018 to be issued on arrival. We shall continue using the **School Pay system** as a mode of payment and no bank slips will be issued to students.

Note:

No student will be received on the reporting day without paying at least **75%** of the school fees. The school pay system has also been **fixed** to this percentage. Payment of fees with the school pay will not be possible with less than the required amount of 75%. Please contact the Finance Office if you need assistance with School Pay. Call **Stuart** 0779-221817 or **Rachael** 0774-115919.

12. Development Projects

Several development projects are planned for next year. Among them, we are planning to purchase over 1000 chairs specifically for the main hall and also install CCTV cameras around the school to improve security and supervision among other things.

13. Visitation Sunday

We only have one visitation Sunday in a term. It will be on **Sunday 24th/March/2019**. Parents are not allowed to visit their children on any weekends apart from the normal working days (from Monday to Friday) on matters pertaining their academics.

14. Holiday Programs

The School shall be open working days from 9am to 3pm except for Christman season from 22nd December to 2nd January 2019. As we shall be hosting UNEB Marking exercise, please report straight to the Administration Office to avoid being misunderstood. We request you to refer qualifying students to join our school. They need to come with original academic documents of the learners.

15. Conclusion.

Once again we thank you so much for partnering with us. Please keep our students well occupied to avoid unnecessary movements and idleness.

We wish all of you a **Merry Christmas and a Prosperous 2019!**

Yours in Service,

MR. KAYE PAUL SENFUMA
HEADTEACHER