



St. Mark's College Namagoma

10 Miles Kampala - Masaka Road, P.O.Box 22888, Kampala.

Telephone: 0393-103418/0775-831844

E-mail: info@stmark.sc.ug

Website: www.stmark.sc.ug

5th March, 2023

RE: BEGINNING OF TERM I CIRCULAR FOR SENIOR FIVE STUDENTS 2023

1. Welcoming Remarks

On behalf of the Board of Governors, Directors and staff of St. Mark's College Namagoma, we welcome you to the High Achiever's College. We thank you for choosing St. Mark's College Namagoma.

2. Year's theme

The theme for this year is **"YOUR SUCCESS IS YOUR RESPONSIBILITY"**. We purpose to instill a sense of responsibility in all our learners, in order to achieve excellence in all aspects of life.

3. St. Mark @ 20

St. Mark's College Namagoma marked twenty years of existence on 10th Feb, 2023. We thank our dear parents for supporting us all these years. We thank the Board of Governors for overseeing the school. We thank the directors and the entire staff for working tirelessly in order to make St. Mark's College Namagoma a top choice secondary school in the country.

4. Communication

We urge all parents/guardians to communicate with their children through the class teacher and administration. You are encouraged to follow up on your child's wellbeing and academic performance through the class teacher. Verify all information given to you by your child with the class teacher or administration.

S5 Arts	MS. INGABIRE DOREEN	0771040292
S5 Arts	MR. WANDERA WILBERFORCE	0759791033
S5 Biological	MR. NAMUNA MOSES M	0702642592
S5 Physical	MR. KAKAMA SYMPATHY	0785809113

5. School fees

We take this opportunity to thank the parents for paying school fees. Parents who have not paid up all school fees should see the bursar and agree on a payment plan to avoid any inconveniences that may arise. Children with fees balances will be referred home after three weeks. Each student will be given a School Pay Code by visitation day, which should be used for fees payment instead of bank slips.

6. School Uniform

All students shall wear uniforms bought from school and home-made uniforms shall not be allowed. All non-school attires are totally banned from school and any illegal item(s) possessed by any student will be confiscated for good. In addition, every student should have a black leather belt, black school shoes and white canvas shoes for sports.

NB: Students will receive their uniforms during prep time.

7. Pocket Money & Mobile Money

Students' pocket money is kept by the school's cash office and is given out on Tuesdays and Thursdays only. No student shall keep money exceeding **shs 10,000=** in the dormitory. The school's official mobile money number for pocket money is **0788 720 914** in the names of **Ddamulira Daniel Mukasa**. When sending pocket money please indicate the name and class of the student as the reason and call the number during working hours for notification. ***Please do not send school fees on this line!***

8. Co- Curricular Activities

- We encourage all students to actively participate in different games and sports like football, netball, volley ball, hand ball, wood ball and dance sport. In addition, we have different clubs like the Debate club, Wild life club, Interact club, Red Cross club, Patriotism club and the school choir.
- We have compulsory Marathon every Saturday from 6:00am – 6:40am. Every student should have **white canvas shoes** for all the sports related activities.
- **Sports Day:** We shall have our **Sports Day** on Saturday 15th April, 2023 and the detailed program shall be communicated to you in due course. One of the major activities for the day is Chakam done by S.1 and S.5 students. We invite all our parents and guardians to attend this memorable event.

9. The Dining Hall/Meals

We serve a rich diet to all our students. All students are required to have meals prepared by the school (No special meals will be provided by the school). Every student should have a plate, cup, fork and spoon. We provide safe drinking water to all students. **Every student should have a water bottle** for drawing water from drinking water points.

10. Students' health

We have a well-stocked and well-staffed sickbay, to handle first-aid treatment. Students should access sickbay services during designated times except for emergency cases before referral of complicated cases. We have a medical arrangement with Mengo Hospital where all our medical emergency cases will be rushed for specialized attention. The parent/guardian will foot the medical bill of his/her child. Students must always carry a Medical Treatment Order signed by the School Administration and an Identity Card to access services at Mengo Hospital.

The sickbay is also a store for the safe custody of students' drugs brought from home. Undeclared drugs are not allowed in the dormitories.

Parents are urged to disclose health challenges of their children to the school nurse and administration for proper management. Due to some health challenges experienced by some of our learners, we request that where necessary back your disclosure with medical forms for better health management of the learners.

11. VISITOR'S CARD/IDENTITY CARD

On reporting, every student should present his/her passport size photographs at the reception for processing parents' visitors' cards and student's identity card.

12. EMIS Registration

Every student is required to avail their LIN (Learner Identification Number) to his/her class teacher. Parents whose children have not yet registered with the Ministry of Education (**Education Management Information System**) should provide their particulars (parents' NIN numbers and mobile numbers) to Class teachers, for registration.

13. Academics

In order to ably prepare these students for *Academic Excellence*, parents/guardians are urged to facilitate their children acquire the following scholastic materials:

- a) **Biological students;** Dissection kit shs35,000, Lab coat shs 30,000, Dissection guide shs35,000, Practical books each at shs30,000, Mathematical tables shs15,000 and Scientific calculator.
- b) **Physical students;** Mathematical tables shs15,000, Physics practical book shs25,000 and Scientific calculator.
- c) **Students offering Luganda;** Ssemitego Omuyizzi Kkungwa by M. Mirembe.
- d) **Students offering Literature;** The moon also sets by Osi Ogbu, Richard III by William Shakespeare, A poetry course for KCSE by Paul Robins and A prose course for advanced students by Paul Robins.
- e) **Students offering ICT;** Practical manual shs30,000.

NB: Students are encouraged to have a Question bank in each subject they offer.

14. Contribution towards Ramadhan

Every Moslem student should contribute shs30,000 towards the Ramadhan period. See Md. Luwedde Shanaz 0785-139657 for additional information.

15. Important dates and activities of term I to note

No.	Date	Activity
1	Sunday 05 th /Mar/2023	Reporting of S.5 students and Parents' orientation at 2:00 pm
2	Saturday 25 th /Mar/2023	VD for S.1, S.2 & S.3 students (8:00 am – 5:00 pm)
3	Sunday 26 th /Mar/2023	VD for S.4, S.5 & S.6 students (8:00 am – 5:00 pm)
4	Saturday 15 th /Apr/2023	Sports Day (8:00 am – 5:00 pm)
5	Saturday 6 th /May/2023	End of Term One

16. End of Term One 2023

The term shall end on Saturday 6nd May, 2023 for all classes. Parents/guardians should pick their children from school.

17. Conclusion

Our dear parent/guardian thank you very much for entrusting us with your child. We wish you a safe journey back home.

Yours in service,

Joseph Wabwire Mukidi
Deputy Headteacher (Administration)