



# St. Mark's College Namagoma

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19<sup>th</sup> February, 2023

## **RE: BEGINNING OF TERM I CIRCULAR FOR SENIOR ONE STUDENTS 2023**

### **1. Welcoming Remarks**

On behalf of the Board of Governors, Directors and staff of St. Mark's College Namagoma, I 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 respects of life.

### **3. St. Mark @ 20**

St. Mark's College Namagoma marked twenty years of existence on 10<sup>th</sup> Feb, 2023. We salute 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**

Parents/guardians should communicate with their children while at school through their respective class teachers. You are encouraged to follow up on your child's wellbeing and academic performance through his/her class teacher.

CLASS	STREAM	NAME	CONTACT
S.1	A	MS. KABENGANO DINAH	0758276134
	B	MR. WAAKO KACOPE HANNINGTON	0787826641
	C	MR. MATWALI PATRICK	0704530276
	E	MR. WAMBI GERALD	0704746774
	N	MD. NAMUKASA HARRIET	0778359232
	S	MR. NAGEYA PAUL	0786362108
	W	MR. KINOBE UMAR	0701706439

### **5. School fees**

We thank parents for paying school fees. Parents who have not paid up school fees should see the bursar and agree on a payment plan to avoid inconveniences that may arise. Children with fees balances will be referred home after three weeks. Each child 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**. When sending pocket money please indicate the name and class of the student in the reason and immediately call the number 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 etc. In addition, we have different clubs like the Debate club, Wild life club, Interact club, Red Cross club, Patriotism club, to mention but a few.
- 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 a **Sports Day** on Saturday 25<sup>th</sup> April, 2023 starting at 8:00am. 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 this 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 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. Where necessary back your disclosure with medical forms.

## 11. **VISITOR'S CARD/IDENTITY CARD**

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 child 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 the New lower secondary school curriculum, students are supposed do eleven (11) core subjects which are: *English, Literature Mathematics, Physics, Chemistry, Biology, Geography, History, Entrepreneurship, Kiswahili and Physical Education.*

In addition, every student is supposed to choose one elective subject in each of the following categories:

- (a) Religious subject i.e., *Christian Religious Education (CRE) and Islamic Religious Education (IRE).*
- (b) Others: i.e., *Luganda, Agriculture, Fine Art and Computer studies.*

#### 14. Contribution towards Ramadhan

Every Moslem student should contribute shs30,000 towards the Ramadhan period. See Md. Luwedde Shahnaaz 0785-139657.

#### 15. S.5 Admissions

Admissions to S.5 Class 2023 is ongoing from Monday to Saturday from 8:00 am to 5:00 pm. S.5 reporting date is scheduled for Sunday 05/03/2023, with a parents' orientation meeting at 2:00 pm.

#### 16. School requirements

We urge all parents to provide necessary requirements to our children. **Every child must have a plate, a cup, a spoon and a fork.**

#### 17. Important dates and activities of term I to note

No.	Date	Activity
1	Sunday 19 <sup>th</sup> /Feb/2023	Reporting of S.1 students and Parents' orientation at 2:00 pm
2	Saturday 25 <sup>th</sup> /Feb/2023	S.4 & S.6 Parents' meeting
3	Sunday 05 <sup>th</sup> /Mar/2023	Reporting of S.5 students and Parents' orientation at 2:00 pm
4	Saturday 25 <sup>th</sup> /Mar/2023	VD for S.1, S.2 & S.3 students (8:00 am – 5:00 pm)
5	Sunday 26 <sup>th</sup> /Mar/2023	VD for S.4, S.5 & S.6 students (8:00 am – 5:00 pm)
6	Saturday 15 <sup>th</sup> /Apr/2023	Sports Day (8:00 am – 5:00 pm)
7	Saturday 6 <sup>th</sup> /May/2023	End of Term One

#### 18. S.1 Parents' Orientation Meeting

We shall have a S.1 parents' orientation meeting today Sunday 19<sup>th</sup> /02/2023 in JF. Mukasa Hall starting at 2:00 pm. All parents are urged to attend in person.

#### 19. End of Term One 2023

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

#### 20. Conclusion

Our dear parents/guardians 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)