

CITA INTERNATIONAL SCHOOL NEWSLETTER



FRIDAY
17TH
JANUARY
2014

Easter Term 2013/2014
- Issue 1

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From HOD Primary

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International Primary Check point
(CIPP), Class Notes/ Study. Chess
Club.

Welcome to Cita

SCHOOL CALENDAR

2013/2014 Easter Term

Resumption from Christmas Holiday

Monday 13TH January 2014

Instruction Period before Mid-term Break

Monday 13th January - Friday 21st February 2014

Midterm Break

Monday 24^h February - Sunday 2nd March 2014

Events:

1st Open day_ Thursday 20th February 2014

2nd Open day: Friday 4th April 2014

Resumption from Midterm Break

Monday 3rd March 2014

Instruction Period after Midterm Break

Monday 3rd February -21st March

Closing for Easter Holiday

- Friday 4th April 2014

Resumption from Easter Holiday

Monday 28th April 2014

BUILDING ON A SURE FOUNDATION
(CITA INTERNATIONAL SCHOOL JANUARY REPORT 2014)

From the Executive Director

Welcome back to a new term and a new year, we hope you had a good restful break. Please take note of the following rules and reminders for the term.

Payment of Fees:

Please be informed that all those owing school fees will not be allowed into the school premises after the midterm break. Once again be reminded that it is school policy that fees are paid during the holiday before the beginning of any term. However a two weeks grace is given in the second and third terms, this being the second term means that a two weeks grace will be given to parents who have not paid fees at resumption.

Parents still owing any form of fees after this grace period, will agree with the school's ensuing action.

Fee payments can be made by Bank Draft, bank tellers and online transfers (FOR ONLINE TRANSFERS, A PRINTED COPY OF THE TRANSACTION SHOULD BE SUBMITTED TO THE ADMIN. OFFICE) parents who opt for the teller option will have to pick up customized controlled tellers from the school premises.

School Uniforms:

Once again school uniforms are available at the bookshop for sale. Please ensure that your child is in the correct and approved uniform for the day. The management has gone to great lengths to ensure that the school uniform is of good quality, if you have any complains about the school uniforms please inform the admin. Office and give us the opportunity to solve the problem for you. We will not allow pupils with 'foreign' uniforms' into our classrooms. All uniforms **must** be bought from the school shop.

Transfers and Withdrawals

We appeal to our parents who may be leaving us this session from non graduating classes to please inform the Admin office of their withdrawal. This will enable us replace your space in time and possibly defer your admission for those who may want to continue with the school in the future (referring to cross postings and transferred parents).

Upgrades

From time to time the school management makes changes to methods of teaching, teachers, and upgrades it services to meet up with the ever growing global standards of education. We appeal to our esteemed parents to make use of our open-door policy, as we will be available to explain reasons for these changes.

Admissions

Admissions for the 2014/2015 session will commence on the 10th of February 2014. There will be no more admissions after the 31st of May 2014. The school intends to maintain its number of children per class for quality education and would not want a crowd in our classrooms come next session. Old parents should please inform the office of any new baby they intend to bring in for admission before the end of the month.

We thank our God and father for all our parents and teachers who gave birth last year for their safe deliveries : Mr. & Mrs. Chuma Emelue. Mr. & Mrs. Nwokidu, Mr. & Mrs. Olaniyi, Mr. & Mrs. Affia, Mr. & Mrs. Arinyedokiari, Mr. & Mrs. Okoye, Mr. & Mrs. Ebere, Mr. & Mrs. Okonkwo, Mr. & Mrs. Calvin, Engr. & Mrs. Callistus Anieheobi, Mr. & Mrs. Otabor e.t.c.

May God's name be highly praised.

God bless you.

Mrs. Bibi Nwokidu

From the General Manager/Head SENU,

Happy New Year!

Welcome to the Easter term 2014.

Welcome back and I wish you, our great parents a happy and a prosperous 2014.

We are happy and ready to have all our children back. We know that they are all excited about coming back to school. On our part, we will help them settle down to work, have fun and achieve all you want for them. Collectively, we should be more patient with our children this term. Our patience will help their confidence level, will create a better learning environment.

We have renamed the Special education Needs Unit. It is now to be known as the "Sun Shine department.

We have also acquired a lot of teaching aids for the department. A lot more are being sourced for. The school is committed to improving the Sunshine department by sourcing for the teaching aids, and the training of its manpower within and outside the country. Children need to be at their physical best as they come to school. This is possible if they have their first meal before coming to school. Eating breakfast keeps the children alert and prepared for school work. Please be firm about this every morning.

This year we will prosper in all areas of our lives in Jesus Name – Amen.

Mr. Tonye Arinyedokiari

From The HOD Nursery

Happy new year. We are glad to have you back!

Weekly Confirmation/Drop off and pick up

Drop off and pick up times for Nursery is 7.00am and 1:30 pm respectively. Please note that the after school care facility is available for those who can not meet up with the pick up time. No pupil is allowed to stay at the visitors waiting room (Gate house).

Due to the unfortunate security situation in Port Harcourt, it is necessary for you to do a weekly confirmation in your child's class on who you have delegated to pick your child, other than yourself. It is our policy not to allow parents to pick other parents' children without previous confirmation. Ensure that Parents, pupils and delegates' passports are submitted to the class.

Book Club:

The Nursery book club is starting this term. We encourage parents to be involved in this project for further clarification, see the HOD.

Illnesses and Medical emergencies

No child will be allowed in school with signs of illness. In case of emergency, the staff nurse will attend to pupils while the parents are contacted.

Homework:

This term is a very short one, please ensure that your child's homework is supervised, done, and brought back to school. Homework days are : Mondays, Wednesdays and Fridays.

Complaints/suggestions

If you have complaints or suggestions, please kindly see the HOD Nursery.

Have a blessed "Easter Term"

Mrs. Kate Tubonimi

From The HOD Primary

The holidays are over, we sincerely hope you had a fun-filled Christmas/New year celebration. It is back to school and back to work.

In this Easter term, being one of the shortest terms, our focus will be to:

- Engage pupils
- Explore new ideas and methods
- Explain concepts from the concrete
- Evaluate on given topics
- Evaluate efforts made so far.

To this effect, it is imperative that the following be looked into:

Homework:

Though an overflogged issue, it is alarming that pupils still return from long holidays with undone homework. Homework when given either as printouts, copied from the board into their notes, or as e-school is a necessary part of the pupils learning process. This serves as feedback to the school on the pupils strength or weaknesses. Parents are encouraged to ensure that their children do their homework independently avoiding any and every form of adult interference. The role of the parent during homework should be:

- *Check handwriting and presentation of work*
- *Check completion of work*
- *Guided discussions when necessary and*
- *Lead pupils to refer to notes and examples.*

Permission

Please be informed that pupils will not be allowed to leave their classrooms or the school premises to attend to any form of appointments. Parents are to kindly ensure that appointments are scheduled for the mid-term holiday or attended to before the term commences.

Pupils who are absent from school during the termly examination WILL NOT BE ALLOWED TO seat for the missed papers as this is strictly against the school's policy on Examination.

CAMBRIDGE INTERNATIONAL PRIMARY CHECK POINT(CIPP)

The Cambridge primary program helps to check pupils development against an international backdrop as pupils are assessed on the exact same platform and benchmark as pupils from other parts of the world. This program is divided into two main categories.

- The Progression Test

This will provide a valid internal assessment of knowledge skills and understanding in English, Mathematics and Science. Pupils who qualify during this assessment will be allowed

- to register for the second category. The progression test is slated to take place on the 23rd of January 2014.
- Checkpoint Assessment:
- This is a diagnostic test that gives a comprehensive feedback on the pupil's strengths and weaknesses in each subject area. This exam will be sat for during the April/May examination period in 2014. The checkpoint exam is invigilated and marked by The Cambridge Examinations Council. Each pupil will receive a statement of achievement and a diagnostic report at the end of the exam.

Registration is ongoing. Parents are advised to see the HOD Primary for further details as registration closes on the 31st of January 2014. Note that there will be no late registration.

Class Notes/Study:

Parents are encouraged to ask for their children's books on a daily basis from the class teacher. This will help boost the reading /study culture.

AFTER SCHOOL CLUBS:

This term, the school is introducing the Chess Club. Interested parents should please see the HOD Primary. Registration is N1,500 per pupil per term.

Education is all about the child, let's therefore eliminate an adult focused education and hear what our children have to say.

Miss Uwomano Orogu

From the Proprietor:

Welcome back!

This is the shortest term of the session and is full of activities. It's however going to be fulfilled, what with our brand new "playground! We also have our Cambridge International competition going on - everyone, teachers/children are Involved in the projects. The chess club will help with our thinking while the Book club will go a long way to help with our writing culture among other benefits.

We look forward to a wonderful Easter Term.

The greatest principle I have learned in ---- developing others --- is never work alone ----

The Maxwell Leadership Bible

Bringing up our children is the work of you & me.

Yours faithfully

P. D. Adukeh
Proprietor

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20th January 2014

Dear Parents/Guardians,

Happy New Year! We welcome you back to yet another Easter Term. We are grateful to God for preserve us all throughout the holidays and bringing us all back for what promises to be a very interesting term.

We would in the meantime like you to take note of the following information:-

(1) **Lost Items**

Parents should check the lost items pile before replacing the so-called “lost or stolen” items.

(2) **School Uniforms**

All school uniforms, socks, etc. should be monogrammed discreetly with the names of the students. Failure to do so would result in the students being sent back home and not returning until they have had their uniforms and accessories monogrammed.

It should also be noted that students found not having complete set of uniforms on the day of resumption would be required to purchase such items from the bookshop on site. In the event that the student does not have complete uniforms during term time, such items would be issued to the student and the parents would be billed. It is therefore important to ensure that your child/ward has the complete set of uniforms.

(3) **Amendment of Uniforms**

It has been observed that students are in the habit amending their uniforms to make them more tight fitting in the case of the girls skirts and Sunday wear and slim fitting in the case of boys’ uniform trousers. Any such students caught would be issued new uniforms and the parents would be billed. We there urge our parents to help us in curbing this habit

(4) **Footwear**

We have he noticed that some students wear the wrong school shoes. Parents are pleased advised to purchase the correct school shoes from the bookshop. Any student found with the wrong shoes would result in the shoes being confiscated. The students would be given the right shoes and the parents would be billed.

It has also come to our attention that most students wear slippers during sports resulting in foot injuries especially during football matches. Parents are therefore advised to get proper footwear such as white snickers, which can be obtained from the bookshop as well. Students who are interested in playing football must get football boots. This is all in the interest of the safety of our students as well as to minimise injuries.

(6) **Letters**

Requests for Letters Identification for Visa purposes and leavers reports must come to the Administrative Office two (2) weeks prior to the date. Also visa appointments and interviews for your child/ward should be planned in such a way that it does not interfere with classes. However Parents wishing to pick up their child/ward during term time should put it in writing. Requests would be subject to approval.

(7) **First Aid**

Our first aid units/sick bay serve emergencies. It is impossible to first notify Parents before administering emergency procedures. Any parent who objects to this must put their objection in writing.

(8) **Visiting Day**

Visiting day is scheduled for Sunday the 26th of January 2014. It was observed from the last visiting day that parents brought in excessive amounts of food for their children during their visit. This resulted in a lot of food and drinks being left over and wasted. Parents are therefore advised to back home food items that have not been consumed or dispose of left over items. Bin bags would be provided to facilitate this.

Food items are not allowed into the hostels. This is to prevent rat infestations, which could be a health risk to your children, our students. On this please be advised that any food items found on students after visiting day would be confiscated and disposed of. Also the kitchen would not accept any food items for storage.

(9) **Parent Teacher Forum**

At CITA High we are always interested in getting feedback from you about our delivery of service. We are therefore invited all CITA High Parents to our Parent Teacher Forum scheduled for the 26th of January 2014 at 10am prompt. Visiting Day would commence after the forum. We look forward to see you all there.

(10) **Cambridge IGCSEs & Cambridge Secondary Checkpoint**

At CITA High, Cambridge International Examinations in the form of IGCSEs and Checkpoint are compulsory for all students in the **SS3 and JSS3** classes respectively. As such all students of the classes mentioned would be registered starting January this year. All necessary fees required would be communicated to you as soon as information reaches us from the British Council.

(11) **Payment of Fees**

Please be informed that all those owing school fees will not be allowed into the school premises after the midterm break. Once again be reminded that it is school policy that fees are paid during the holiday before the beginning of any term. However a two weeks grace is given in the second and third terms, this being the second term means that a two weeks grace will be given to parents who have not paid fees at resumption.

Parents still owing any form of fees after this grace period will agree with the school's ensuing action.

SCHOOL CALENDAR FOR THE EASTER TERM AND SUBSEQUENT TERM

***Please note that in the event of unforeseen circumstances, the school calendar is subject to Change**

EASTER TERM CALENDAR

RESUMPTION:	MONDAY 13 TH JANUARY 2014
PERIOD OF INSTRUCTIONS BEFORE MIDTERM BREAK	MONDAY 13 TH JANUARY – FRIDAY 21 ST FEBRUARY 2014
CLOSING FOR MID-TERM BREAK	FRIDAY 21 ST FEB 2014
BREAK PERIOD	MONDAY 24 TH FEBRUARY – SUNDAY 2 ND MARCH, 2014
RESUMPTION	MONDAY 3 RD MARCH 2014
PERIOD OF INSTRUCTIONS AFTER MID-TERM BREAK	MONDAY 3 RD – FRIDAY 21 ST MARCH 2014
CLOSING FOR EASTER HOLIDAY	FRIDAY 4 TH APRIL 2014
RESUMPTION FOR SUMMER TERM	28 TH APRIL 2014 <b style="color: red;">CITA HIGH WILL RESUME SATURDAY 26TH APRIL, 2014
EVENTS	<i>*Applies to CITA HIGH</i>
1ST ASSESSMENT	THURSDAY 6 TH FEBRUARY 2014
2ND ASSESSMENT	THURSDAY 6 TH MARCH 2014
EXAMINATIONS	<i>*Applies to CITA HIGH</i>
NURSERY	FRIDAY 21 ST MARCH 2014
PRIMARY	MONDAY 24 TH MARCH 2014
1ST OPEN DAY	THURSDAY 20 TH FEBRUARY 2014
2ND OPEN DAY	FRIDAY 4 TH APRIL 2014
INTER HOUSE SPORTS COMPETITION	SATURDAY 22 ND FEBRUARY 2014

SUMMER TERM CALENDAR

RESUMPTION:	TUESDAY 28 TH APRIL 2014
PERIOD OF INSTRUCTIONS BEFORE MIDTERM BREAK	TUESDAY 28 TH APRIL TO FRIDAY 30 TH MAY 2014
CLOSING FOR MID-TERM BREAK	FRIDAY 30 TH MAY 2014
BREAK PERIOD	MONDAY 2 ND JUNE TO SUNDAY 8 TH JUNE 2014
RESUMPTION	MONDAY 9 TH JUNE 2014
PERIOD OF INSTRUCTIONS AFTER MID-TERM BREAK	MONDAY 9 TH JUNE TO FRIDAY 27 TH JUNE 2014
CLOSING FOR SUMMER TERM	FRIDAY 11 TH JULY 2014
RESUMPTION FOR THANKSGIVING TERM 2013/2014	MONDAY 8 TH SEPTEMBER 2014 CITA HIGH WILL RESUME SATURDAY 6TH SEPTEMBER 2014
EVENTS	<i>*Applies to CITA HIGH</i>
1ST ASSESSMENT	THURSDAY 15 TH MAY 2014
2ND ASSESSMENT	THURSDAY 12 TH JUNE 2014
EXAMINATIONS	<i>*Applies to CITA HIGH</i>
NURSERY	FRIDAY 27 TH JUNE 2014
PRIMARY	MONDAY 30 TH JUNE 2014
1ST OPEN DAY	FRIDAY 30 TH MAY 2014
2ND OPEN DAY	FRIDAY 11 TH JULY 2014
MUSIC SHOW	TBC

Happy New Year once again

R. T. Ebiye-Koripamo
Head of Centre