

# CITA INTERNATIONAL SCHOOL NEWSLETTER



MONDAY  
16th  
September 2019

THANKSGIVING  
TERM  
2019/2020 SESSION

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## Welcome to CITA SCHOOL CALENDAR 2019/2020 THANKSGIVING TERM

### Resumption from Summer Holiday

Monday 16<sup>th</sup> September 2019

### Instruction Period before Mid-term Break

Monday 16<sup>th</sup> September - Friday 25<sup>th</sup> October, 2019

### Open day/Midterm Break

Friday 25<sup>th</sup> October – Monday 4<sup>th</sup> November 2019

### Resumption from Midterm Break

Monday 4<sup>th</sup> November 2019

### Instruction Period after Mid-term Break

Monday 4<sup>th</sup> November – Friday 29<sup>th</sup> November 2019

### Events:

**CITA Praise Day:** Sunday 15<sup>th</sup> December, 2019

**CLOSING : Friday 13<sup>TH</sup> DECEMBER, 2019**

**BUILDING ON A SURE FOUNDATION  
(CITA INTERNATIONAL SCHOOL SEPTEMBER REPORT 2019)**

## **From the Executive Director**

Dear Esteemed Parents,

Welcome back to a new term and a new session, we hope you had a good restful break. We also welcome all the new families that will be joining us the session. "Welcome to the Cita Family".

Please ensure that you go through our rules and regulations booklets to get acquainted with our methods and rules.

Students are to resume well before 8am as classes begin by 8am prompt. In Cita we start work immediately so we advise all parents to bring their children in early. If however, you are unable to get to school on time which is before 9am. Please call the admin secretary Mrs. Allen or your Child's class teacher and inform them of the situation. Students who arrive after 9am without prior information will not be allowed into the school premises.

There are different extracurricular clubs and activities available for your wards, interested parents can get more information at the Admin office.

There will be a welcome meeting with the CEO/Founder for all new parents. A date and reminder will be announced via your Child's class whatsapp page.

We have a Paediatric Nurse and a sick bay in the school premises for First Aid treatments and observations only. We thus appeal to our Dear parents to keep their sick children at home until they are healthy enough to come to school. Children who are ill or unhealthy will be asked to return home if sent to school. Please know that the child will be brought up to date with class work when they return.

We also appeal to our parents to reserve, doctor's appointments, checkups, embassy interviews and unimportant travels for the holiday period. Children that keep being taken out of class eventually can't keep up with their class work and their grades get affected negatively. We need your support with this issue.

### **Washing of hands**

After the Ebola scare in Nigeria we as a school retained the tradition of hand washing before entering the school premises. We have observed that because of this tradition the previous large outbreaks of Conjunctivitis, Chicken pox, Measles and the common cold that plaque school age children is almost nonexistent in our school. Please adhere to the rule of washing your hands before entering the school premises. It only takes a few minutes.

### **Information**

All parents should please come to the admin office for information on all issues they may need clarification for. Third party responses don't usually give you the clear picture. We in Cita practice an open door policy and hence welcome you to ask questions when you're not sure.

### **Payment of fees**

Please be informed that all those owing school fees will not be allowed into the school premises. Once again be reminded that it is the school's policy that fees are paid during the holiday before the beginning of any term. However a two week grace is given in the second and third terms.

This being the First term (thanksgiving term) of this session means that Parents should have paid fees as at the date of resumption. Classes will only be assigned to students that have submitted proof of payment to the office as at the date of resumption.

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.

**Monday** – Main Uniform with Black shoes and white socks

**Tuesday** – Main Uniform with Black shoes and white socks

**Wednesday**- Ceremonial White (white shorts and White T-shirt) and white Canvas/ white socks

**Thursday**- Main Uniform with Black shoes and white socks

**Friday**- P.E Blue (Light blue Shorts and Navy Blue T-Shirt) and White canvas/ white socks

- Coloured Canvases are not allowed!

### **Transfers and Withdrawal**

We appeal to our parents who may be leaving us this session from non graduating classes to please inform the Admin office of your 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 and to teachers. It also 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 office policy, as we will be available to explain reasons for these changes.

The usual extracurricular events for this term will be announced via the classroom WhatsApp pages.

God bless.

**Mrs. Bibi Nwokidu**

**From the HOD Nursery**

Dear Parents, you are welcome to a very promising session. We are glad to have you back. You will agree that we have a lot to thank God for.

This term to achieve all our goals and objects the following are guidelines;

**Punctuality:**

The earlier the pupils are in school, the sooner they would be settled in preparation for the days activities. We implore our parents to please leave home on time putting into consideration the traffic jam in our city. So let our watch word for punctuality be; **“Early to bed, early to rise, makes a man healthy, wealthy and wise.”** Anonymous..

**Confirmation of Delegates:**

The school policy says “No child will be released to unidentified person (s) therefore parents must confirm their delegates weekly and also submit their passports to the class teacher. Note that a parent is not allowed to pick up other parents' children without previous confirmation.

**Homework expectation**

Homework is a shared responsibility that ensures success for all our pupils. By working together we will be helping pupils improve their skills and review their work. A feedback from parents as to challenges faced during the homework will be appreciated.

**Illness and medical Emergencies**

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

**Hair Extensions**

Hair extension of any kind is strictly prohibited. Pupils are not allowed to use beads of any size in making their hair to school because this can be hazardous.

**Lunch**

Pupils are allowed to bring food and drinks. The food should be cut into small bites especially the meats. Please ensure that you pack your child’s lunch or that it is supervised by you before sending them to school. Water bottles should be inspected to avoid giving the children soapy water. This has become a regular occurrence.

**Class Activities**

Your child(ren) will engage in several class/school activities. Assignment will be sent home, kindly give them all the necessary support needed.

### **Complaints**

We place a huge value on relationships between all stakeholders (pupils, staff and parents). We are all in the team together. Come to the office when there is an observation or complaint. Do not base your conclusion from somebody else experience.

### **Conclusion**

We look forward to working with every one of you and achieving the desired results.

Regards!

***Mrs Kate Tubonimi***