



Our Ref: STC/C/4  
Circular 18/2009

S. Thomas' College  
Bandarawela.  
23<sup>rd</sup> July 2009

Dear Parent/Guardian,

### **END OF TERM CIRCULAR – 2ND TERM 2009**

The school will close for the Second Term on Friday the 14<sup>th</sup> of August 2009. All boarders should leave the premises before 5.30 p.m. on the same day. School will re-open for the Third Term on Tuesday the 8<sup>th</sup> of September 2009 at 7.30 a.m. Boarders should return to their respective hostels on Monday the 7<sup>th</sup> of September 2009 before 5.30 p.m.

### **SCHOOL FEES**

**All school fees up to the 31st of August 2009 should be settled in order to obtain the student's report book.**

**Admission to the class on the 8<sup>th</sup> of September 2009 and to the hostels on the 7<sup>th</sup> of September 2009 will depend entirely on submission of the receipts for payment of fees up to end of August 2009.**

The College office would remain open until Friday the 21<sup>st</sup> of August 2009 and re-open on Monday the 1<sup>st</sup> of September 2009 to facilitate parents to settle their school / boarding fees.

### **POSTAL OR NATIONAL IDENTITY CARD**

Students in Grade 6 and above are to be in possession of the Postal or National I.D. Card according to their eligibility. The Examination Department has notified that candidates will not be permitted to sit for their G.C.E. (O/L) and (A/L) if they are not in possession of their National I.D. Card.

### **ATTENDANCE**

Parents are to be informed that a minimum of 80% attendance is compulsory for students to be eligible for the G.C.E. (O/L) and (A/L) Examination.

Students absent from school will not be accommodated in class if parents do not make an endorsement with reasons in the students record book.

### **DRESS - STUDENTS**

Parents are to ensure that their sons dress the school uniform neatly and cut their hair in a decent manner. They would be permitted to wear only black or brown-laced shoes with a flat sole. Students who dress shabbily with fancy haircuts will not be permitted to enter the college.

### **GENERAL**

While valuing the cooperation extended to this College by parents we look forward for your continuous support by encouraging your children to take part in Extra and Co-Curricular Activities, providing their requirements and paying School fees punctually.

Your cooperation in being alert to the emotional and educational problems of your children and joining us to solve them is highly solicited to ensure the well being of your children.

### **SPECIAL EVENTS**

- The Annual General Meeting of the OBA will be held on the 15<sup>th</sup> and 16<sup>th</sup> of August 2009 in the College.
- Interviews for admission into Grade one in 2010 will be held on the 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> of August 2009 at the Keble Memorial Hall.
- Professional Development Programme for teachers from the 1<sup>st</sup> to the 3<sup>rd</sup> of September 2009
- 25<sup>th</sup> September 2009 – Vani Vizha
- 29<sup>th</sup> September 2009 – Golden Jubilee Celebrations of the Chapel of the Good Shepherd
- 6<sup>th</sup> December 2009 – Service of Nine Lessons and Carols

Headmaster