



Our Ref: STC/C/4
Circular No. 09/2011

S. Thomas' College,
Bandarawela

Dear Parent/Guardian,

29th March 2011

END OF TERM CIRCULAR – 1st TERM 2011

The school will close for the First Term on Friday the 8th of April 2011. All boarders should leave the premises before 5.30 p.m. on the same day. School will re-open for the Second Term on Tuesday the 3rd of May 2011 at 7.30 a.m. Boarders should return to their respective hostels on Monday the 2nd of May 2011 before 5.30 p.m.

SCHOOL FEES

All school fees up to the 30th of April 2011 should be settled on or before the 30th of April 2011 in order to obtain the student's report book.

Admission to the class on the 3rd of May 2011 and to the hostels on the 2nd of May 2011 will depend entirely on submission of the receipts for payment of fees up to the end of April 2011.

The College office will reopen on Monday the 25th of April 2011 to facilitate parents to settle their school /boarding fees.

BOARDERS / DAY SCHOLARS

With immediate effect boarders of the College hostel will not be permitted to leave the College premises without the presence of a parent / legal guardian in order to avoid unnecessary complications.

A minimum of **80% attendance** is compulsory if the students are to sit for their G.C.E. (A/L) through this institution as per Ministry of Education Circular No. ED/01/12/10/11 dated 12th March 2007.

CERTIFICATES

All parents are informed that one months notice should be given prior to collecting the leaving certificates. Please note that school leaving, character certificates and results sheets will be issued ONLY on Wednesdays and Fridays. Two days prior notice must be given if the certificates are to be issued on these days.

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.

SPECIAL EVENTS

1. The Episcopal Ordination and Installation of Rt. Rev. D.R. Canagasabey Bishop elect of Colombo is scheduled to be held on the 14th of May 2011 at the Cathedral Church of Christ the Living Saviour, Colombo
2. The S.L.A. Ratnayake Memorial All-Island under 16 Badminton Team Championships
3. Professional Development Programme for Teachers
4. The Milad-Un-Nabi Festival - 2011
5. Vesak Lantern Competition - 2011
6. The Annual Kalai Vizha Programme - 2011
7. Poson Bakthi Gee Recital - 2011
8. Annual Prize-Giving - 2011

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.

We take this opportunity of wishing you and your family a Happy Sinhala and Tamil New Year!

Thank you,

Headmaster