 SUUBI SECONDARY SCHOOL-LUBANDA

“INTEGRATED FOR MEANINGFUL EDUCATION”

MIXED DAY AND BOARDING

P.O BOX 51 LWENGO.TEL: DIRECTOR:0701-351736, H/M: 0774-022160/0702-320965

**TO THE PARENT/GUARDIAN OF…………………………………………………….**

**RE: END OF TERM III CIRCULAR 2023**

**1.0 GREETINGS AND APPRECIATION**

Today 30th November,2023 marks the end of term III 2023.on behalf of the school board, management, staff and the entire school, allow me congratulate you upon completing this academic year successfully. We extend our condolences to those who lost their dear ones during this course of the academic year 2023.

**2.0 VOTEOF THANKS**

We do thank all our parents/guardian and all the sponsors of our learners for paying school fees and we also urge you to move on with that spirit come 2024

**3.0 ACADEMICS**

We specifically thank all the teachers and the non-teaching staff for the work well done as far as academic programs are concerned. The syllabi coverage has been good in all classes and our leaners have appreciated the teachers work.

Our leaners should be encouraged to extensively read and make research as required by the new curriculum.

We request parents to clearly understand the new curriculum and its relevant requirement. Learners have to do activities of integration, project work, all of which require leaners scores to be sent to UNEB.

**4.0 DISCIPLINE AND HEALTH**

The discipline of our leaners has been generally good. Efforts are continuously made by the school management, disciplinary committee and the teachers to ensure that high degree of discipline is maintained. The health of our leaners has been fair and we request our parents/guardians to **always inform the school administration about leaners with major illness and other health issues so that much attention is paid to these special learners and where necessary medical forms be provided.**

**5.0 ACHIEVEMENTS**

We thank the school director, parents, teachers and well-wishers who have helped us to achieve the following

1. All our candidates sat their UCE examinations and completed successfully and we are looking forward to attaining colorful results God willing
2. Added on a rabbit keeping project to the ones that were in existing before. This will help our leaners achieve new agricultural skills and at the same time grow up with money making skills to supplement on school sources to help them stay in school.
3. In the struggle to discover and develop our learners talents we opened up a music studio where our leaners in the music department will record their song starting next year.
4. School band has performed well this term which has helped our learners gain confidence and experience and at the same time extending our school services to the community.
5. Hosted team MED from Europe. A group of health specialists who voluntarily offered free health services to our learners and entire community.

**6.0 EXPECTATIONS**

1. Our school installed a **WI-FI**. This is going to help our leaners make enough research using our fully stalked computer laboratory as the new curriculum demands
2. Admitting S.2 and s.3 learners will begin on 11thDecember,2023 admissions for S.1 will begin as soon as P.L.E results are released by UNEB so parents give us more learners in 2024
3. Registration of s.4 leaners. You re reminded that P.7 pass lips are required for registration.
4. Participating in the national football and netball post primaries
5. Organizing the candidates leavers party towards the end of term I 2024
6. Organizing inter-class competitions in football, volleyball, netball and athletics

**7.0 DRESSING CODE**

To improve smartness and easy identification of our learners, we only allow white/red shirts (T-shirts) for girls and boys, green pair of trouser for boys and skirt for girls, black pair of trousers and skirts for boys and girls respectively. For jumpers, black and red are allowed during prep time. Other clothes are not allowed at school.

**8.0 FINANCIAL ISSUES**

We encourage parents/guardians to pay half (50%) of the total school fees on the first day of term I to avoid interruptions during the course of the term.

**FEES STRUCTURE TERM I 2024**

|  |  |  |
| --- | --- | --- |
| Category | S.1-S.2 | S.3-S.4 |
| Day students(Termly fee and lunch) | 220,000/= | 250,000/= |
| Boarding | 450,000/= | 500,000/= |
| Uniform (new students and paid once) | 120,000/= | 120,000/= |
| Admissions(for new students and paid once) | 20,000/= | 20,000/= |
| Development fee( Termly ) | 10,000/= | 10,000/= |
| Vocation fees | 140,000/= Day | 280,000/= Boarders |
| Identity card(for new students and paid once) | 10,000/= | 10,000/= |
| UNISA FEE | 3000/= | 3000/= |
| Liturgy fee for all students termly | 1000/= | 1000/= |
| Sesemat fee (all students) | 3000/= | 3000/= |
| VD lunch fee (all students) | 10,000/= | 10,000/= |
| Medicals fee (all boarders and paid Termly) | 20,000/= | 20,000/= |
| Computer/internet/WI-FI Fees | 15000/= | 15000/= |
| Hair Shaving Termly | 5000/= | 4000/= |

**NOTE: *You are requested not to bring cooked food on visitation days. As usual, the school will provide lunch to all students. A parent will be fined shs.10,000/= for failure to visit his/her child.***

**The school still recognizes the negotiations made with the parents. Therefore, every parent is required to fulfill the negotiations made.** The fees structure deviates depending on the negotiations made between the parent and the school administrators.

***NEXT TERM BEGINS ON 28TH/JANUARY/2024***

1. **NEXT TERM’S REQUIREMENTS**

* 1 scrubbing brush or squeezer for all students.
* 1 ream of duplicating papers for all S.1 AND S.2 student (white moon/ DOPHINE)
* 1 ream of ruled papers for all S.3 AND S.4
* 5 toilet papers for day scholars.
* 10 toilet papers for all boarding students.S
* 2 brooms (1 outside and I inside) for all students.
* 1 knife for all boarding students for girls only.
* Overall coats for vocational activities
* Safety boots gardening and gloves
* Safety glasses for welding class Shs.
* 4000 for a CD to all students offering computer.

**N.B All requirements are cleared on the first day of term 1.**

N.B: All requirements both scholastic and vocational are available at school at our canteen at an affordable price .so; we encourage you to buy them from school to ensure quality.

**10.0 VOCATIONAL REQUIREMTS**

TAILORING: 1 Tape measure, 1 Pair of scissors, a piece of cloth of about 4meters, needles(round) and needle cramp screw, bobbins small and big, threads 1 packet, machines oil, overall coat.

**KNITTING**: Six rolls of knitting threads, Machine oil. Overall Coat

**WELDING**: Tape measure, Sunglasses, Working clothes(Overall coats), Workshop gloves and one packet of lads.

**BUILDING**: 1 Birigi, 1 Square, omwiko, 1 Spirit level, 1 String (omuguwa),1 Tape measure.

**NOTE:** Overall coats, helmet, safety boots and gloves are a must to all welding and buidlig students. Tailoring and knitting, overall coats are a must too.

**11.0 CONCLUSION**

Once again, we thank you for having sacrificed and paid school dues and at times come to school where necessary, having entrusted us with your learners. As our learners are coming back from their term III holiday, please parents, spare special time to guide our girls and boys morally and spiritually to enable them face this challenging world with courage and competency to attain their bright future. We wish you a beneficial time with your children.

Yours in service,

WALUGEMBE ROBERT

HEAD TEACHER

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**MERRY CHRISTMAS AND A PROSPEROUS NEW YEAR 2024**