

Dear Parents and Guardians

Warm Regards!

We trust that you are all keeping safe and navigating painstakingly through this COVID 19 era.

We would like to share with you important information regards the reopening of School for the non-examination classes.

1.0 DATES FOR REOPENING OF THE SCHOOL

A phased approach of opening of the School shall be followed. This will be done as a precautionary measure to prevent a sudden crowding in the School.

Opening of School for Non-Examination Classes shall be as follows;

1.1 Monday 21st September, 2020

Grades 11, 8, 6 and 5 shall report for classes.

1.2 Monday 28th September, 2020

Grades 10, 4, 3, 2, 1 Reception and Nursery shall report for classes.

2.0 SAFETY WITHIN THE SCHOOL

2.1 Wash Points

Hand wash points have been dotted around the School to ensure that all learners, teachers and visitors easily access places to wash hands.

2.2 Non-Contact Infrared Thermometer Guns

The School shall strategically place the infrared thermometers for temperature checks of all learners and staff upon arrival into the School premises. Learners with high (above normal) temperatures shall be sent back home to seek medical attention.

2.3 Personal Protective Equipment (PPEs)

All the learners shall be required to mask up and be in possession of pocket hand sanitizers at all times. It is the parents' responsibility to ensure that their child comes to school with a mask. Learners without masks shall be sent back home.

In due course, the School shall arrange for standardized and branded face masks for all the learners. The said masks shall be obtained at nominal fee.

2.4 Sitting Arrangements

The recommended one metre apart sitting arrangement shall be maintained in compliance with the social/physical distancing regulation.

2.5 Controlled Visits to the School

Parents and visitors shall be encouraged to reduce on avoidable visits while the School is in session. Virtual/electronic means of interaction and communication shall be encouraged unless in unavoidable circumstances.

3.0 SCHOOL FEES

School Fees for this term shall be as follows;

Nursery	-	K4,500.00
Reception to Grade 7	-	K6,800.00
Grades 8 & 9	-	K8,300.00
Grades 10 to 12	-	K9,000.00

Parents are called upon to settle the term's fees on time. Learners with historic debt to the School shall not be allowed in class.

Please note that the School ran an eLearning Term (period) from 11th May to September 11th 2020 for Non-Examination Classes. The fees were reduced for the stated period by 40% and 22% respectively, for Nursery and Reception to Grade 11.

Kindly contact the School Accountant on **+260 976 263901** for any queries you may have regarding your child's school fees.

The School's Bank Details are as follows;

INVESTTRUST BANK

Account Name : Lake Road PTA School
Account # : 05011000 4514016
Branch : Arcades

and

ZANACO

Account Name : Lake Road PTA School
Account # : 5697472300236
Branch : Woodlands

4.0 The School Program

In spite of the need to observe the physical distancing sitting arrangements, the School has avoided to create the need for two School Sessions, i.e. morning and afternoon. This means that all the learners will start their lessons at 07:30 hours daily. Provisions have been made to optimally utilize all available classroom space. Should there be need to revisit the model we have adopted, parents shall be informed in good time.

Outdoor Learning shall be encouraged at all grade levels to allow for learners to inhale sufficient oxygen from time to time.

Finally, I wish to appeal to all the parents and members of the School Community not to let our guard down to minimize effect of coronavirus in our communities. Instead, let us all continue to adhere to the public health regulations of preventing coronavirus.

We look forward to another COVID 19 free School Term.

Kindest regards,



C Chella
School Manager

CIRCULAR TO PARENTS



Thursday September 17, 2020

Circular No. SM 1 T3n2 2020