

Dear Parents and Guardians

Greetings!

We would like to welcome you back to the third term. A special welcome is extended to all our new parents and their children to the well-knit Lake Road School family.

It is our sincere hope that all our learners are rested and ready to take on work set out for this term. The seventh, ninth and twelfth graders opened school two weeks ago in order to prepare adequately for the national examinations.

As the term commences, allow us to uphold our tradition of sharing some noteworthy aspects for your diary;

1.0 Staffing

i. Assistant Accountant

Ms Bwalya E Mpundu, the Assistant Accountant, is no longer with the School. The School Accountant, Mr Laphius Banda will hold fort of the Accounts Section until a replacement of Ms Mpundu is found.

ii. Heads of Departments

Mrs P M Simbeya and Mr J Duodu were appointed Senior Teacher for Upper Primary School and Head of Mathematics and IT for Secondary School, respectively.

iii. The Head Teacher for Secondary School, Mr G S Muleya is on leave until Friday 15th September, 2017. Mrs M C Kafwariman is Acting Head Teacher.

2.0 School Fees and Receipts

Please ensure that you collect the School Receipt from the Accounts office for any school fees payment.

Kindly note that any child with outstanding fees for term two will not be allowed in class tomorrow **Tuesday 12th September, 2017.**

3.0 Afternoon Program

The afternoon program for the seventh graders will begin today **Monday 11th September, 2017** while the program for the ninth and twelfth graders will begin on **Tuesday 12th September, 2017.** All

learners in the examination classes are urged to maximize on the limited time they have before their final examinations.

The afternoon sessions for all other classes from Grades One to Eleven will start on **Monday 18th September, 2017.**

4.0 Morning Drop-Offs

Let us drop off our children in the designated areas to avoid a pile up of traffic especially in the morning. Areas marked with yellow lines are non-parking areas.

5.0 Mid-Term Break

The School will have Mid-Term Break for only three (3) days for Non-Examination Classes, from Wednesday 25th to Friday 27th October, 2017.

6.0 National Examinations

The seventh, ninth and twelfth graders will sit the National Examinations in the course of this term. Make sure your child has a copy of the Final Examinations Timetable.

7.0 Fireworks Display

This event will take place on 21st October, 2017 from 16:00 hours. The entire school community is invited to this momentous family evening. All proceeds from this fundraiser will go towards the purchase of a **school bus.**

8.0 Grade 7 Graduation Ceremony

The Grade 7 Graduation Ceremony will take place on Monday 13th November, 2017. Each Graduating student will be required to pay K300.00 to cover the costs for the gown and lunch for three (3) people.

9.0 Saturday Swimming Program

The Fundraising Committee will be hosting Swimming Sessions every Saturday from 10:00 hours to 14:00 hours at a nominal entry fee. During these sessions, limited vending space will be available for those that would be interested. Offers are on "First come first served" basis.

10.0 Term 3 Calendar

The Calendar for this term is attached hereto for your diary.

We look forward to a very productive school term as we invite ideas and suggestions from our parents on how we can make our great school even better.

Yours faithfully

C Chella
School Manager

“It is the supreme art of the teacher to awaken joy in creative expression and knowledge”

Albert Einstein

CIRCULAR TO PARENTS



Monday 11th September, 2017