

**Grades 7 - 13**

24<sup>th</sup> June 2019

Dear Parents / Students,

**1. 1<sup>st</sup> SEMESTER EXAMINATIONS 2019**

The 2019 first semester examinations are scheduled to start on Monday 1<sup>st</sup> July 2019. These examinations are extremely IMPORTANT for all the students.

- Grades 7, 8, 9, 10 and 12 - they will contribute for 30% of total annual marks.
- Grades 11 and 13 - they will be a last rehearsal before the 2019 October/November SC/ GCE 'O' Level / HSC/ GCE A' Level exams. These marks will be used for the 2019 CAMBRIDGE FORECASTS.

**All students must attend these examinations and give due consideration to them.**

**Students must always comply fully with the RULES and REGULATIONS of the college – even when attending exams (properly worn uniform / appropriate hairstyle ... etc ....). If not, they would not be allowed to sit for the said examinations.**

**Students are seated fifteen (15) minutes before the start of the examinations. Lateness will also not be tolerated.**

**All students caught with mobile phones, cheating, or communicating with other students during Exams Sessions will be automatically disqualified from these exams.**

**2. COLLECTION OF PROGRESS BOOKS FOR THE 2019 1<sup>st</sup> SEMESTER EXAMS**

Form Masters / Mistresses will collect the Progress Books of all the students by WEDNESDAY 26<sup>th</sup> June 2019. All marks for all monthly assessments must be already entered by that date, together with the signature of the responsible party.

Students should enter their names, classes and the year for the 2019 1<sup>st</sup> Semester exams on the appropriate Mark Sheet in their Progress Books.

Students will not be allowed to roam about to collect entries at the last moment.

**3. 2019 WINTER HOLIDAYS**

School will be on holidays from Saturday 20<sup>th</sup> July 2019 to Sunday 11<sup>th</sup> August 2019.

**4. RESUMPTION OF STUDIES - 2<sup>nd</sup> SEMESTER 2019**

School will resume on Monday 12<sup>th</sup> August 2019 at 08.00 a.m. Students should reach school by 07.55 a.m at latest.

**P.T.O**

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## 5. RESULTS OF 2019 1<sup>st</sup> SEMESTER EXAMS

Results will be released as per the schedule below:

GRADES /FORMS	DATES	TIMES
7 to 9 (I to III)	Thursday 01 <sup>st</sup> August 2019	08.00 hrs to 12.00 hrs
10 to 13 (IV TO VI)	Friday 02 <sup>nd</sup> August 2019	08.00 hrs to 12.00 hrs

Results will be issued only to students who are accompanied by their responsible parties. BOTH THE STUDENTS AND THEIR RESPONSIBLE PARTIES MUST BE PRESENT.

**Students entering the school premises to collect their results should be properly dressed with a proper hairstyle.**

All the SCRIPTS for all the subjects will also be returned to the responsible parties on these respective days.

## 6. ABSENCES

Students should not absent themselves from school.

All classes are run normally during the months of August and September.

**Grade 11 (Form V) and Grade 13 (Upper VI) students must also attend classes during this period. REVISION PROGRAMMES are organised for them.** A copy of the revision time-table will be distributed to you when results are released on the 2<sup>nd</sup> August 2019.

**Remember that there is no better place for revision than the school.**

You are reminded that the REQUIRED MINIMUM ATTENDANCE is at least 90%.

## 7. SCHOOL UNIFORM

The School uniform must be PROPERLY WORN by the students when attending school, both WITHIN and OUTSIDE the school premises (as specified in earlier circulars and on the back of the front cover of the notebook).

Students of Grades 7 – 9 (Forms I/II/III) will have to revert back to the IMPERIAL BLUE SHORTS (Five (5) centimeters above the knees) as from Tuesday 01<sup>st</sup> October 2019.

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**V. R. BOODHOO**  
**Rector**

.....  
**S. RAMSAMY**  
**Deputy Rector**

*(Please keep this circular at hand for future reference)*

*Tear / Cut here*

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### MEMO

**TO BE DETACHED AND RETURNED TO AREA SUPERVISOR BY WEDNESDAY 26<sup>th</sup> JUNE 2019**

We acknowledge receipt of Circular No 11 and shall comply with.

Name of Responsible Party: .....

Signature: .....

Name of Student: .....

Signature: .....

Grade: .....

Date: .....