



VIVA COLLEGE SCHOOL

"Great Minds Shape the World"

2nd February 2020

CIRCULAR – P0032/20

Dear Parent / Guardian,

RE: BEGINNING OF TERM ONE 2020:

As we enter this exciting new academic year, I convey our warm regards to you from the entire community of Viva College School. I thank you for your continuous support and co-operation which has helped us in the moulding of our students and the building of our strong community. I take this opportunity to wish you a Happy New Year and Decade and to welcome new members into our Viva family. Please continue to encourage more friends, neighbours, relatives and well-wishers to join Viva College School. We have a few vacancies for S1 students, both boys and girls, and limited places for both boys and girls in S2 and 3. We are looking forward to forming a strong cohort of S5 students. The admission package can be obtained from the Viva College School Main Office on Mwiri Hill in Wairaka, Jinja or the Viva College School Office in Kampala at UMA Show Grounds opposite the Vita foam Showroom.

1. The Viva Vision, Mission and Values: As we begin this new academic year, it is apt to remind ourselves again of what we are aiming to achieve at Viva College School. We will continue to focus on the student-centred approach as we strive to support our students to become holistic with strong learning skills, determined work ethics, confidence and creativity.

We look forward to working together to achieve our goals throughout this year.

2. School Fees Clearance: We urge you to continue meeting the obligation of timely school fees payment so that we can ably provide good services to our students. You must pay the school dues through the bank. Cash payments are not accepted at school and all students will be cleared on receipt of evidence that school fees have been paid.

3. Pocket Money: We urge you to ensure that your child keeps their pocket money with the School Accounts Officer. Pocket money sent by mobile money should be sent to the following numbers: **0787 560246** or **0700 341651** (all registered under Naigaga Assumpta – School Accounts Officer). Students will also need to be attended to by a barber/hairdresser at a fee of 10,000/= and 35,000/= respectively during the course of the term and will therefore need money for the payment of their services. In addition, it is important that your child has all items of uniform labelled. The school will arrange for someone to come in and do this. The approximate cost for labelling will be 2,000 shs. per item.

4. Other Requirements: Please ensure that your child reports to school with the required items on the requirements' check-list. They should have adequate and appropriate day wear which should be suitable for wearing during prayers on Friday and Sunday. These should be 2 or 3 sets and should be conservative and smart. After classes and on weekends girls must wear lemon green t-shirts and black long skirts or well-fitting trousers while boys must wear red t-shirts and well-fitting black trousers. Black tracksuit bottoms or sports shorts will be acceptable. If your student brings black jeans, these must be plain and dark black and must fit well. We do not allow damaged or decorated jeans or varying shades of black. They must be dark black and uniform in colour.

Students should not bring hoodies and multi-coloured cardigans, especially those with slogans. All such outer wear will be confiscated and returned to you on VD. If your child requires additional outer wear it should be maroon/black and plain in design. Please consult the Viva office in Lugogo or the school secretary at the campus for the approved options. Thank you for supporting our uniform requirements as it enhances students' good behaviour, attitude and the atmosphere around the school.

We encourage students to bring personal text books and novels which they can annotate. However, subject text books are available in the school library for study and reference purposes.

5. Key Dates of the Term: Please take note of this term's key dates and events that may require your attention and participation:

- S.1 reporting day – 9th February 2020 by 12 midday. The senior leadership team will address S1 parents in the dining hall at 12.30 pm. Please attend and get to know your school and its leaders a little better!
- S.5 reporting day – 16th February 2020
- Thanks giving day for 2019 UNEB Results – Sunday 23rd February, 2020
- S.1 & S.2 Tours – 14th February and 21st February 2020 respectively
- International Women's Day/Viva Day – 8th March 2020
- Visiting Day – Sunday 15th March, 2020
- Candidates Academic Consultation day – Saturday 4th April, 2020
- Sports Day – Saturday 18th April 2020
- End of Term One 2020 – Wednesday 22nd April 2020

6. Infrastructure Updates: we are happy to announce the opening of our boys' dormitory, The Viva Bros' Court. We shall have an official opening ceremony this term. The date is yet to be confirmed.

7. Student-centred Approaches: We will continue to implement and embed student-centred approaches throughout the school to ensure our students have the right mind-set to take ownership of their learning journeys, to face every challenge and to grasp each opportunity that comes their way in the future. We expect our students to become leaders and to be confident and articulate as they express their ideas and opinions. Rather than just memorising facts, the teachers will facilitate the students to be cognitively engaged in their learning through discussions, problem solving, group work and active learning activities. At the same time the teachers will ensure the curriculum is fully covered in good time and that students are mastering the content. Teachers will attend Continuous Professional Development sessions throughout the year, created and delivered in-house to support them as they continuously develop their teaching skills.

- 8. Behaviour Management:** We are firm and fair with our students, emphasising that while they have the right to make choices they do not choose the consequences and these will always be designed to make them realise the error of their ways. We use positive behaviour management approaches that include restorative conversations, daily report cards (red, amber, green depending on the level of seriousness of the poor behaviour) with clear targets, detention where we take away students' leisure time, internal isolation, additional chores, letters of apology, parent conferences, external suspensions and where there is a serious behaviour offence we will expel. Please familiarise yourself with our 'Rules and Regulations' and support your child to make good, healthy choices. Our most frequent behaviour challenges relate to uniform infringements, personal organisation and occasionally attitude to learning. All behaviour issues will be swiftly and decisively dealt with. In 2020 we will be introducing our 'Students' Court' which will be organised and run by our prefect body. Through this initiative, the student leaders will address the low-level poor behaviour as a first response and we expect to see a harmonious and very civil community thriving throughout the year.
- 9. Academic Consultants:** Inevitably some of our academic staff have moved on to new and different challenges. We wish them the best in all ways. We have recruited a strong team of aligned, enthusiastic subject specialists who are eager and happy to be working at Viva College School and who are at your service.

In conclusion, on behalf of the Board of Governors, staff and the student body of Viva College School and on my own behalf, I wish you a happy and a prosperous 2020. I wish journey mercies to students, parents and guardians travelling to school for Term One 2020.

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Yours Sincerely,

Irene Connelly Masango
PRINCIPAL