

19<sup>th</sup> September 2024

Dear Parents/Guardians,

May the peace of the Lord be with you all. We seize this opportunity to welcome you and our children back to school. We look forward to a successful term with you.

### **PROGRAM FOR THE TERM**

<b><u>EVENT</u></b>	<b><u>DATE</u></b>
❖ Re-opening	Tuesday, 10 <sup>th</sup> September, 2024
❖ Public Holiday (Kwame Nkrumah Memorial Day Observed)	Monday, 23 <sup>rd</sup> September, 2024
❖ School resumes on	Tuesday, 24 <sup>th</sup> September, 2024
❖ P.T.A Meeting	Sunday, 29 <sup>th</sup> September, 2024
❖ Mid – Term Test	Monday, 28 <sup>th</sup> October, 2024 to Thursday, 31 <sup>st</sup> October, 2024
❖ Mid Term Break	Friday, 1 <sup>st</sup> November, 2024 to Monday, 4 <sup>th</sup> November, 2024
❖ School resumes on	Tuesday, 5 <sup>th</sup> November, 2024
❖ Revision week	Monday, 2 <sup>nd</sup> December, 2024 to Thursday 5 <sup>th</sup> December, 2024
❖ Public Holiday (Farmers’ Day)	Friday, 6 <sup>th</sup> December, 2024
❖ School Resumes on	Monday 9 <sup>th</sup> December, 2024
❖ Examination Week	Monday, 9 <sup>th</sup> December, 2024 to Friday, 13 <sup>th</sup> December, 2024
❖ Vacation	Thursday, 19 <sup>th</sup> December, 2024

### **SCHOOL FEES PAYMENT PLAN**

1 <sup>ST</sup> INSTALLMENT OF 50%	-	10 <sup>th</sup> September 2024
2 <sup>ND</sup> INSTALLMENT OF 25%	-	1 <sup>st</sup> October 2024
3 <sup>RD</sup> INSTALLMENT OF 25%	-	5 <sup>th</sup> November 2024

For us to meet the day-to-day operations of the school due to high inflations, parents are advised to adhere strictly to the payment plan to avoid any inconveniences on behalf of parents and children.

The following accounts can be used for transactions.

<b>BANK</b>	<b>ACCOUNT NAME</b>	<b>ACCOUNT NO.</b>
<b>GCB</b>	Stanward School Ltd	11 21 13 0000 425
NB: Parents are to forward photocopies of the receipt paid to the <b>GCB Bank</b> to the school's office for an official receipt to avoid any inconveniences.		
<b>Cal Bank</b>	Stanward School	14 00 00 60 93 576

**Note: Please, contact the school's office for clarity.**

**MONIES PAID ARE NOT REFUNDABLE**

**REMINDERS**

- Food is compulsory for all students in JHS
- We expects all children to be present at school. Parents are to notify the school of any absence of their wards.

**Note:** The prescribed hairstyle for girls is corn-roll all back or down cut.

Parents and guardians are reminded of:

**REPORTING TIME : 6:30 AM**  
**CLOSING TIME : 3:00 PM (PRIMARY)**  
**4:20 PM (JHS)**

Saturday classes is still ongoing for JHS 1 – 3

**REPORTING TIME : 8:00 AM**  
**CLOSING TIME : 12: 30 PM**

Sincerely,

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Linda Adadevoh (Mrs.)  
(Managing Proprietress)