

**SAINT THOMAS MORE SCHOOL
NEWSLETTER
OCTOBER 15, 2024
THEME: CHALLENGE ACCEPTED! TOGETHER WE CAN!
Facebook Page:
<https://www.facebook.com/stmsparks/242?mibextid=LQQJ4d>
Website: st.cec.edu.bs
Alumni: <http://cboe.cec.edu.bs/alumni/reconnect/>**



PRAYERS

Condolences are extended to members of our school family who lost loved ones recently. Please know that our thoughts and prayers are with you during this difficult time. May the souls of all the faithful departed through the mercy of God rest in peace.



SCHOOL FEES

School fee slips **should have already been submitted to the office.** School fees can be paid at the Royal Bank of Canada (Online only) or First Caribbean International Bank (Online only). **Credit Card payments can be made using Tuitionpay.io. Please remember to submit a copy of the fee slip to the office after making a payment.**

Fee slips can be emailed to the following persons:

Ms. Andrea Johnson (Bursar)	amjohnson@cec.edu.bs
Ms. Judith Russell (Bursar)	jrussell@cec.edu.bs
Dr. Renee Mortimer (Principal)	rmortimer@cec.edu.bs
Mrs. Santiala Ferguson (Vice Principal)	sferguson@cec.edu.bs
Mrs. Winifred Woods (Secretary)	wwoods@cec.edu.bs



SCHOOL FEE SCHEDULE (2024-2025)

The school fee and due dates for the 2024 – 2025 academic school year at Saint Thomas More School are as follows:

TERM	TUITION	SPECIAL FEES	TOTAL	DUE DATE
1 st term (2024-2025) (K-6)	\$952.00	\$250.00	\$1,202.00	On or before June 28, 2024 PAST DUE
2 nd term (2024-2025) (K-5)	\$952.00	\$250.00	\$1,202.00	On or before December 2, 2024
2 nd term (2024-2025) (Gr. 6)	\$952.00	*\$325.00	\$1,277.00	On or before December 2, 2024
3 rd term (2024-2025) (K-6)	\$952.00	\$250.00	\$1,202.00	On or before March 3, 2025

***Includes \$250.00 for special fees and \$75.00 for the graduation fee.**

School Fee for the Year (K – 5): \$3,320.40
School Fee for the Year (Grade 6): \$3,395.40



BANKING INSTRUCTIONS

Please see instructions below on school fee payment options for persons who have online banking with First Caribbean International Bank (FCIB) or Royal Bank of Canada (RBC).

FCIB School Fee Payments:

Account Name: RCANB Special Catholic School Account

Bank Transit Number & Account Number: 09786 1126917 (Palmdale)

Account Type: Checking

RBC School Fee Payments:

Account Name: RCANB Catholic Education Centre

Bank Transit Number & Account Number: 05745 2897445 (Palmdale)

Account Type: Checking



BANKS OTHER THAN FCIB OR RBC

***If you do not have online banking with FCIB or RBC then you should use your respective bank's internet banking OR mobile app to do a third-party online transfer/interbank transfer to FCIB or RBC.**



TUITIONPAY.IO (CREDIT CARD PLATFORM FOR THE PAYMENT OF SCHOOL FEES)

INSTRUCTIONS

GO TO TUITIONPAY.IO

- Click on **Make a Payment** at the top
- Scroll all the way to the bottom

LOGIN TO PAY (For persons with Username & Password) – Follow further Instructions. This is for persons paying the actual school fee amount.

MAKE A PAYMENT (For persons without Username & Password) This is for persons making Annual or Partial Payments (Payment Plan)

- **Fill in the “Complete Form”**
- **Select School (St. Cecilia’s – St. Thomas More – Xavier’s etc.)**
- **Invoice Number** (Insert 5 zeros or the Invoice number found on the school’s fee slip. This information can also be used for Zip Code/P.O. Box)

NOTE: For student email, enter the students *firstname.lastname@cec.edu.bs* (Eg. *jane.doe@cec.edu.bs*)

SELECT TERM:

- First (**June 30th**)
- Second Term (**December 2nd**)
- Third Term (**March 3rd**)

SELECT GRADE (The grade that the student will be entering should be selected.)

SECOND PAGE – Fill in Parent Information

THIRD PAGE – Enter Credit/Debit Card Information

SUBMIT

For more information, please see the FAQs (Frequently Asked Questions) or check the website at cboe@cec.edu.bs for updates.



TUITION REFUND POLICY

The policy of the Catholic Board of Education regarding tuition refund is as follows:

If a student leaves **within 1 – 2 weeks** from the start of the term, the parent is entitled to **75% refund on tuition.**

If a student leaves **within 3 – 4 weeks** from the start of the term, the parent is entitled to **50% refund on tuition.**

If a student leaves **after 4 weeks** from the start of the term, there is **NO REFUND.**

***REGISTRATION, TESTING, CAPITAL DEVELOPMENT AND SPECIAL FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE.**



ARCHBISHOP PATRICK PINDER

His Grace, Archbishop Patrick C. Pinder visits Saint Thomas More School on **Thursday, October 17, 2024 at 10:00 a.m.** All students should be properly attired in **complete school uniform.**



FUN DAY

Fun Day will be held on **Wednesday, October 23, 2024.** Further information will be available in the Fun Day letter. School will be dismissed at 3:00 p.m.



MID-TERM BREAK

School will be closed from **Friday, October 25, 2024– Monday, October 28, 2024** for the Mid-term break. Classes resume on *Tuesday, October 29, 2024 at 8:30 a.m.*



BREAST CANCER AWARENESS MONTH

October is Breast Cancer Awareness month. **We are encouraging our students to participate in this initiative by wearing a pink or white t-shirt with long jeans/jogging pants and tennis for a donation of \$2.00.** This initiative will be held on:

- **Friday, October 18, 2024 \$2.00**

***Dress up days are NOT MANDATORY. Students who are not participating should be properly attired in complete school uniform or P.E. uniform.**



OPEN HOUSE AND DISTRIBUTION OF PROGRESS REPORTS

Open house and distribution of progress reports will take place on **Thursday, October 24, 2024 from 1:30 p.m. – 3:30 p.m.** in your child’s classroom. Parents should examine these reports thoroughly and adhere to any recommendations for improvement. **Students may leave school once the report has been collected.**

***Progress reports that are picked up show children that parents care about their academic success.**



SAINT THOMAS MORE CHURCH ANNUAL BAZAAR, RAFFLE AND BINGO

The Parish Community of Saint Thomas More Catholic Church will hold its **“Annual Bazaar, Raffle and Bingo”** on **Saturday, October 26, 2024 from 11:00 a.m. until 11:00 p.m.** There are eight (8) prizes including the top prize which is a **2024 Chevrolet Groove**. Additional raffle books are available in the school’s office.

Steak, chicken and fish dinners are also available at the fair. The cost is \$20.00 each. Bingo tickets can be purchased at a cost of \$10.00. Please let the school’s office know if you require any of these tickets for the fair.

***All raffle books along with the funds should be returned to the school’s office on or before Thursday, October 24, 2024. The office will be opened during the Mid-term break on Friday, October 25, 2024 from 8:00 a.m. – 4:00 p.m. and on Saturday, October 26, 2024 from 10:00 a.m. – 6:00 p.m.**



RULES AND REGULATIONS – HAIR (September 2, 2024 – June 13, 2025)

The policy handbook of Saint Thomas More School speaks about the hair of our scholars. **All** students must comply with the following rules and regulations:

GIRLS:

NO weave or hair extensions

NO hair beads or jewels

NO nail polish

NO hair coloring or dyes

***Braided hair is allowed but must be all natural – no shingles or locked styles!**

BOYS:

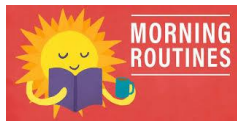
Traditional hair cut

Short and neatly trimmed

(No afros or braided hair, no locs, designs, faddish paths, dyes, tails or buds)

Hair length must be above the collar of the shirt

***No student will be allowed in class until hair infractions have been corrected.**



MORNING PROCEDURE

Students are expected to arrive at school on time. The first bell rings at **8:15 a.m.** The second bell rings at **8:30 a.m.** which officially begins our school day. **Students should be in their classrooms by the second bell. Tardiness is harmful both to your child's education and to the class that is being disrupted by your child's late arrival to school.** Please remember the following:

- Your child's bag should be packed before going to bed.
- Your child should go to bed at a reasonable hour.
- Students do not drive. They rely on parents/guardians to get them to school **on time**.
- Parents must leave home at an appropriate time to avoid the traffic that will be encountered on the streets of New Providence.

Parents are not allowed in the classrooms during the morning drop off period.

Students who are late to school five (5) or more times in a month will receive the first warning letter. If lateness continues, a second warning letter will be issued and a conference will be held with the administration. If a third warning letter needs to be given, the child will be asked to seek enrollment at another school.



FRUIT, VEGETABLE AND WATER INITIATIVE

Saint Thomas More School continues with the **fruit-vegetable-water initiative** at break time. We are focusing on healthy food choices. Every student at break time is encouraged to eat fruits, vegetables and drink water. Other snacks such as yogurt, fruit snacks and nuts can be eaten during the lunch period. We look forward to your complete cooperation.



SECURITY MEASURES

- A security officer is posted on campus from **7:30 a.m. – 3:30 p.m.**, Monday through Friday.
- Please respect the authority of the security officer who has been placed at Saint Thomas More School for your child's safety.
- The area on the side of the old church has been designated as **TEACHER PARKING**. Parents/guardians should find other places to park in the mornings and in the afternoons. The lanes in front of the pavilion area are for dropping off only. **Please do not ignore the "NO PARKING SIGNS"**.
- Parents should be considerate when driving on the school grounds and obey the parking rules. **DO NOT BLOCK THE ENTRANCE AND EXIT GATES**. We have very few parking spaces, so please limit your time on campus. Drop your child off and allow him/her to walk to the class. Please do not block the entrance of the rectory. Father Junior must be able to move in and out freely, especially in the mornings and afternoons.



SECURITY MEASURES (COMING ONTO THE CAMPUS)

- **Visitors on the campus of Saint Thomas More School are first asked to "Sign in" at the Security booth then proceed to the office.**
- **Parents must receive an early dismissal slip from the office to present to the classroom teacher. This is a requirement for students who must leave the campus ahead of dismissal.**
- **Parents who are sending someone to pick up their child before dismissal must send an email to administrators giving authorization for such person to take the child. Authorization must be given before the child is taken from the premises of the school.**
- **Parents are strongly advised NOT to leave valuable possessions in their car at any time. It is important to be proactive and prevent incidences of theft occurring on our campus.**



SCHOOL DISMISSAL

There are two (2) dismissal times: They are as follows:

- **Kindergarten – Grade 2: Pick up at **2:50 p.m.****
- **Grades 3 – 6: Pick up at **3:00 p.m.****

Parents should wait near the security booth until their child is brought to the pavilion area by the teacher (Kindergarten – Grade 3).



SICKNESS PROTOCOLS

- **Children with a fever, cough, runny nose or congestion are not allowed in school regardless of a possible history of allergies or asthma.**
- A child who is **off sick** for any reason should not return to school until he/she is **free of all symptoms.**
- **When a doctor’s letter confirming that a child is fit to return to school has been requested, a copy of this letter must be reviewed by the school nurse before the child can be admitted to school.**
- **Students are encouraged to keep masks in their school bags as they will be needed if the scholar feels sick during school hours.**
- All medical information is **private and confidential.**



DAYLIGHT SAVING TIME

Please remember to set your clocks **back one hour** before going to bed on **Saturday, November 2, 2024.** Time changes on Sunday, November 3, 2024 at 2:00 a.m.



COLD WEATHER

Please be advised that buttoned-down **navy-blue jackets** or sweaters should be worn during the cold season. ***Hooded sweaters and jackets are discouraged at Saint Thomas More School.** Jackets (\$45.00) and P. E. kits (\$30.00) are available in the school’s office in limited supply.



POWERSCHOOL

The parent portal is now opened. This system will help you to track your child’s grades. Please email sferguson@cec.edu.bs to assist you with setting up your PowerSchool account.



MEDICATION

Only prescribed medication will be issued from the school’s office. The medication should be sent in a Ziploc bag that is labelled and should have the correct dosage and spoon. The medicine should be collected at the end of the day. Over the counter medication **will not be allowed** at school.



AFTER SCHOOL CARE

After school care runs from 3:00 p.m.– 5:00 p.m., Monday – Thursday. The facilitators are Ms. Chea (tchea@cec.edu.bs) and Miss Philips (sphilips@cec.edu.bs). The cost is **\$10.00 per day**. Persons who are not engaged in an afternoon activity will automatically be **placed in after care at 3:30 p.m. and charged the daily rate**. After school care provides students with homework assistance for all subjects.



AFTER SCHOOL CLUBS

These clubs are now in session. The meeting days and times were already communicated.



G. L. A. T. RESULTS

G. L. A. T. results for the year 2024 are available in the school's office. Parents/guardians will sign for the results.



BIRTHDAYS

Parents should request permission from the classroom teacher to have cupcakes and/or party bags on the occasion of a child's birthday. Forms are available from the classroom teacher and the school's office. **A kind donation of a new storybook to the school's library is requested of students choosing to celebrate their birthdays at school.**

***NO MASCOTS! NO BALLOONS!**



CANS 4 KIDS

Saint Thomas More School has teamed up with **Cans 4 Kids** Bahamas. We are asking all families to get on board by saving your aluminum cans and bringing them to school. Let us help to keep our Bahamas clean and teach our children about the need to reduce, reuse and recycle. Your donations of cans should be communicated to the classroom teacher. Thank you for your support of this initiative.



CHERYL’S KITCHEN

The breakfast and lunch program have been outsourced to Ms. Cheryl Ford and her team. All matters dealing with breakfast, lunch and snacks should be addressed in the kitchen. Breakfast is served from 7:00 a.m. – 8:15 a.m. at a cost of **\$3.00**. Tuna, sausage, mackerel, corned beef, grits and pancakes will be offered. Eggs are available upon request. **Parents are allowed to purchase breakfast from the kitchen.** Lunch orders are taken during the homeroom period.

Students who arrive late and wish to order lunch should proceed to the kitchen to place their orders.



OCTOBER LUNCH MENU

Monday	Tuesday	Wednesday	Thursday	Friday
14	15	16	17	18
NATIONAL HEROES HOLIDAY	Cheeseburger or Hot Dog & Fries	Nuggets & Fries	Curry Chicken, White Rice & Veg.	Pizza
21	22	23	24	25
Cheeseburger or Hot Dog & Fries	Steamed Pork Chop, White Rice & Veg.	Fun Day	Curry Chicken, White Rice & Veg.	MID-TERM BREAK
28	29	30	31	1 (NOV)
MID-TERM BREAK	BBQ Ribs	Chicken & Fries	Curry Chicken, White Rice & Veg.	Pizza
				*Chicken Souse Fridays (Breakfast Only) \$3.00/\$5.00

*Some of the other lunch items are as follows:

- Hot Lunch** \$5.00
- Pizza** \$3.00 (per slice)
- Meat Only** \$2.50
- Rice Only** \$2.50
- Fries Only** \$2.50
- Corn Dog** \$2.50
- Tuna Roll/Hot Dog** \$3.00
- Ham & Cheese Sandwich** \$3.00
- Turkey & Cheese Sandwich** \$3.00
- Green Salad** \$3.00 (Available upon request)
- Hot Pattie** \$3.00
- Cheesy Bread** \$2.50
- Assorted Fruits** \$1.00
- Beverages** (Prices Vary)

FAST FOOD LUNCHES SUCH AS MCDONALD’S, WENDY’S, KENTUCKY FRIED CHICKEN, SUBWAY, BURGER KING AND THE LIKE ARE NOT ALLOWED ON THE SCHOOL’S CAMPUS.
COOKED FOOD SHOULD NOT BE BROUGHT ONTO THE CAMPUS.



IMPORTANT DATES TO REMEMBER

OCTOBER

LEADERSHIP

- 15 School resumes at 8:30 a.m.
- 16 World Food Day
- 16 Character Day (Wear a positive word t-shirt/jeans/tennis)
- 17 Archbishop Pinder’s Visit; 10:00 a.m. (School Uniform)
- 18 Cancer Awareness Dress Up (Pink) \$2.00
- 23 FUN DAY
- 24 Progress Report Distribution (1:30 p.m. – 3:30 p.m.)
- 26 Saint Thomas More Church Raffle and Bazaar
- 25-28 MID-TERM BREAK
- 29 School resumes at 8:30 a.m.

NOVEMBER

APPRECIATION

Spelling Contest Eliminations in Schools

- 1 Feast of All Saints
- 1 First Friday Mass; 9:00 a.m.
- 2 Feast of All Souls
- 4 135 Years of Catholic Education in the Bahamas
- 6 Staff Meeting/Professional Development (Dismissal at 2:50 p.m./3:00 p.m.)
- 8 Grade Level Retreat (Grade 5)
- 14 World Diabetes Day
- 19 Writing Final Examination
- 20 Language Arts Final Examination
- 20 World Children’s Day
- 21 Mathematics Final Examination
- 22 Feast of Saint Cecilia
- 24 FEAST OF CHRIST THE KING
- 28 THANKSGIVING/HARVEST SERVICE

DECEMBER

KINDNESS

- 1 WORLD AIDS DAY
- 1 First Sunday of Advent
- 2 First Day of Second Term - School Fees are due. (K-5: \$1,202.00; Grade 6: \$1,277.00)
- 2 FEAST OF SAINT FRANCIS XAVIER
- 6 First Friday Mass; 9:00 a.m.
- 8 FEAST OF THE IMMACULATE CONCEPTION
- 8 MARY STAR OF THE SEA FEAST DAY
- 8 Second Sunday of Advent
- 10 Christmas Production
- 12 ADVENT PARTY (Class Parties) & WHEELS DAY
- 13 Carol Service/Christmas Vacation begins at 12:00 p.m.
- 13 Distribution of Report Cards
- 15 Third Sunday of Advent
- 22 Fourth Sunday of Advent
- 25 CHRISTMAS DAY
- 26 BOXING DAY HOLIDAY

