

**SAINT THOMAS MORE SCHOOL  
NEWSLETTER  
NOVEMBER 6, 2024  
THEME: CHALLENGE ACCEPTED! TOGETHER WE CAN!  
Facebook Page:  
<https://www.facebook.com/stmsparks/242?mibextid=LQQJ4d>  
Website: [st.cec.edu.bs](http://st.cec.edu.bs)  
Alumni: <http://cboe.cec.edu.bs/alumni/reconnect/>**



**PRAYERS**

Prayerful condolences are extended to Bertram Armaly, Craig Armaly and Cheryl Ford on the passing of Judy Armaly on Monday, October 28, 2024. Mrs. Armaly was the concessionaire at Saint Thomas More school for the past eleven (11) years. The funeral will be held on **Friday, November 15, 2024 at Saint Anselm’s Church**. Please keep this family in your prayers.

Condolences are also 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.



**ADVENT**

Advent reminds us to keep our minds fixed on Jesus. This will enable the promises of God to be fulfilled within us. There is a two-fold character to this season. First, it commemorates the advent of the Messiah even as we prepare for the celebration of Christmas. Second, it reminds us that we are in the advent of the second coming of our Lord Jesus Christ in glory. Advent reminds us that the time to be faithfully prepared is all the time. God continues to be Emmanuel. God is always with us. **Advent begins on Sunday, December 1, 2024.**



**SCHOOL FEES**

School fees can be paid at the Royal Bank of Canada (Online only) or First Caribbean International Bank (Online only). **Students with outstanding balances for Term one will not be allowed to take final examinations.** Payment plans should be current. **Credit Card payments can be made using Tuitionpay.io. Please remember to submit a copy of the fee slip to a school official after making a payment.**

**Fees that are not paid in full (partial payments) are automatically charged a finance fee of \$50.00 per term. This fee is already built into the payment plan option.**

**[Fee slips can be emailed to the following persons:](#)**

<b>Ms. Andrea Johnson (Bursar)</b>	<b><a href="mailto:amjohnson@cec.edu.bs">amjohnson@cec.edu.bs</a></b>
<b>Ms. Judith Russell (Bursar)</b>	<b><a href="mailto:jrussell@cec.edu.bs">jrussell@cec.edu.bs</a></b>
<b>Dr. Renee Mortimer (Principal)</b>	<b><a href="mailto:rmortimer@cec.edu.bs">rmortimer@cec.edu.bs</a></b>
<b>Mrs. Santiala Ferguson (Vice Principal)</b>	<b><a href="mailto:sferguson@cec.edu.bs">sferguson@cec.edu.bs</a></b>
<b>Mrs. Winifred Woods (Secretary)</b>	<b><a href="mailto:wwoods@cec.edu.bs">wwoods@cec.edu.bs</a></b>



## 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
2 <sup>nd</sup> term (2024-2025) (K-5)	\$952.00	\$250.00	\$1,202.00	<b>On or before December 2, 2024</b>
2 <sup>nd</sup> term (2024-2025) (Gr. 6)	\$952.00	<b>*\$325.00</b>	\$1,277.00	<b>On or before December 2, 2024</b>
3 <sup>rd</sup> term (2024-2025) (K-6)	\$952.00	\$250.00	\$1,202.00	<b>On or before March 3, 2025</b>

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



### 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 30<sup>th</sup>**)
- Second Term (**December 2<sup>nd</sup>**)
- Third Term (**March 3<sup>rd</sup>**)

**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](mailto: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.**



**HARVEST/THANKSGIVING**

Saint Thomas More School will celebrate Harvest on **Thursday, November 28, 2024**. Each child has been asked to donate at least **two (2)** canned goods/non-perishable items for the celebration. These items will be blessed by Father Junior. **Additionally, all classes are responsible for decorating a large box which will hold the canned goods and non-perishable items.** The items will be given to those in need. **Students should begin bringing in canned goods immediately.** Please be as generous as your means will allow.



**CHRISTMAS PRODUCTION**

Saint Thomas More School’s Christmas Production is scheduled for **Tuesday, December 10, 2024 at Loyola Hall, Gladstone Road under the theme “Christmas in Hollywood”!** It will begin promptly at 7:00 p.m. The classes involved in the Christmas Production are as follows: KC, KS, 1B, 2C, 3AB, 4G, 5H, 6J, 6S.

All participants are asked to be at the hall no later than 6:00 p.m. The evening promises to be a grand event and we do hope that you will join us. The cost of admission is \$15.00 for adults and \$5.00 for children (12 and under), which is payable at the entrance. Advance tickets for children and adults will be available soon. School will be dismissed at **NOON** so that preparations can be made for the event. Please come out and support the production. Refreshments will be on sale.



**FINAL EXAMINATIONS**

Students should be preparing for final examinations which will begin in two (2) weeks. The examination period should not be taken lightly. **Students with outstanding school fees for term one will not be able to take final examinations.** The schedule is as follows:

<b>November 19</b>	<b>Writing Final Examination</b>	<b>Kindergarten – Grade 6</b>
<b>November 20</b>	<b>Language Arts Final Examination</b>	<b>Kindergarten – Grade 6</b>
<b>November 21</b>	<b>Mathematics Final Examination</b>	<b>Kindergarten – Grade 6</b>



**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.



## **SAINT THOMAS MORE CHURCH RAFFLE**

The Parish Community of Saint Thomas More Church held its Annual Raffle, Bazaar and Bingo on [Saturday, October 26, 2024 on the school grounds](#). A special “Thank You” is extended to all parents/guardians, students, faculty and staff who supported this fundraising initiative. The raffle results are as follows:

- |                          |                                |
|--------------------------|--------------------------------|
| 1. Melchoir Frances      | 2024 Chevrolet Groove          |
| 2. Arianna/Dorothea      | \$3,000.00 Grocery Voucher     |
| 3. Darcell Bain          | \$2,000.00 B.P.L. Voucher      |
| 4. Barbara S.            | \$1,000.00 Petrol Fuel Voucher |
| 5. Amaya McCartney       | \$500 Travel Voucher           |
| 6. God is Good           | 50’ Smart TV                   |
| 7. Christine C. Adderley | Microwave                      |
| 8. Benneka Rahming       | Mini Freezer                   |

**\*All raffle books (sold and unsold) should be returned to the school’s office immediately. The school must be able to give an account for the books entrusted into their care. The top three (3) sellers will be announced shortly.**



## **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.**



## **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.



**SPIRIT DAYS & PEP RALLIES**

Saint Thomas More School Spirit Days and Pep Rallies will be held on the following dates:

**Friday, November 8, 2024**

**Tuesday, November 26, 2024**

**Friday, November 22, 2024**

**Friday, November 29, 2024 (If Needed)**

**We will cheer Team Sparks to Victory in a short pep rally and cheerleading demonstration prior to the bus leaving for the game. Students are invited to dress in shades of blue blouse/shirt, long jeans (no holes) and tennis. The cost is \$2.00. Please note that dressing up is not mandatory.**



**ADVENT PARTY AND WHEELS DAY**

Saint Thomas More School’s Advent party takes place on **Thursday, December 12, 2024**. Our scholars will wear shades of **purple, pink** or **white** in keeping with the Advent liturgical colors and bring along a **NEW** gift for those in need. A list of suggested gift items are as follows:

**SANDILANDS GERIATRIC HOSPITAL (ELDERLY)**

Tams, blankets, socks, hand sanitizers

**THE NAZARETH CENTRE (CHILDREN)**

Shampoo, soap, comb and brush sets, lotion, toothbrushes, toothpaste, deodorant, children’s underpants (boxers/jockeys or girls’ underwear), undershirts (children’s sizes), socks hand sanitizers, towels, washcloths

**DEPARTMENT OF CORRECTIONS (FOX HILL)**

Underwear (boxers/jockeys), undershirts (men’s sizes: small, medium and large), undergarments (women’s), shampoo, soap, deodorant, flat comb and brush sets (no tail combs), lotion, toothpaste, towels, washcloths, feminine sanitary napkins

**Advent party details regarding food, games and treats will come directly from the classroom teacher. The cost for Wheels Day is \$5.00. Bikes, skates and scooters are acceptable. Please remember to wear your protective gear.**



**POWERSCHOOL**

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



## **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.**



## **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**.





## 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](mailto:tchea@cec.edu.bs)) and Miss Philips ([sphilips@cec.edu.bs](mailto: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.**



**NOVEMBER LUNCH MENU**

Monday	Tuesday	Wednesday	Thursday	Friday
<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
Cheeseburger or Hot Dog & Fries	Steamed Pork Chop, White Rice & Veg.	Chicken & Fries	Curry Chicken, White Rice & Veg.	Pizza
<b>18</b>	<b>19</b>	<b>20</b>	<b>21</b>	<b>22</b>
Spaghetti & Meat Sauce	Chicken Fettuccine	Nuggets & Fries	Curry Chicken, White Rice & Veg.	Pizza
<b>25</b>	<b>26</b>	<b>27</b>	<b>28</b>	<b>29</b>
Cheeseburger or Hot Dog & Fries	Chicken Fettuccine	Chicken & Fries	Curry Chicken, White Rice & Veg.	Pizza
				<b>*Chicken Souse Fridays (Breakfast Only) \$3.00/\$5.00</b>

\*Some of the other lunch items are as follows:

- Hot Lunch** \$5.00
- Pizza** \$3.00 (per slice)
- 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**

### **NOVEMBER**

#### **APPRECIATION**

- 8 Grade Level Retreat (Grade 5)**
- 13 Spelling Eliminations (K – 3)**
- 14 Spelling Eliminations (4 – 6)**
- 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)**
- 3 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**

### **JANUARY**

#### **PERSEVERANCE**

- 1 NEW YEAR’S DAY HOLIDAY**
- 2 Archbishop Pinder’s Holiday (No School)**
- 3 Staff Retreat (No School)**
- 6 School Resumes at 8:30 a.m.**

