

**SAINT THOMAS MORE SCHOOL
NEWSLETTER
SEPTEMBER 12, 2025
THEME: THE POWER OF A SPARK
(Strength, Passion, Achievement, Resilience, Kindness)**

Facebook Page:

<https://www.facebook.com/stmsparks/242?mibextid=LQQJ4d>

Website: st.cec.edu.bs

Alumni: <http://cboe.cec.edu.bs/alumni/reconnect/>



WELCOME

Welcome to Saint Thomas More School for the **2025 -2026** academic year. Our school's theme is "**The Power of A Spark (Strength, Passion, Achievement, Resilience, Kindness)**" and our theme song is "**Hall of Fame by The Script**". We continue to emphasize "**Positivity**" and "**Positive Attitudes**". The character trait for September is "**TEAMWORK**". There will be wonderful learning experiences on our flagship. We look forward to your complete support during this academic school year. Come and sail away with us!



70 YEARS OF EXCELLENCE

Saint Thomas More School turns "**70**" in 2026. We are thankful to God for the lives that we have touched and the wonderful years of service our school has given to the Bahamian community. Please stay tuned for information regarding our 70th anniversary celebrations.



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.



D. E. A. R. (DROP EVERYTHING AND READ)

Our students will **Drop Everything And Read** from Tuesday – Friday between the hours of 8:45 a.m. – 8:55a.m. **There will be no movement on campus at this time.** Students are encouraged to have reading books available in their desks as well as in their school bags. Our members of staff will also read to our students over the P.A. system. We look forward to your complete support with our reading initiative.



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 the proof of payment to the office. Students will not receive workbooks until fees are brought up-to-date.**

The proof of payment 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 (2025-2026)

The school fee and due dates for the 2025 – 2026 academic school year at Saint Thomas More School are as follows:

TERM	TUITION	SPECIAL FEES	TOTAL	DUE DATE
1 st term (2025-2026) (K to 6)	\$952.00	\$250.00	\$1,202.00	On or before June 30, 2025 PAST DUE
2 nd term (2025-2026) (K to 5)	\$952.00	\$250.00	\$1,202.00	On or before December 1, 2025
2 nd term (2025-2026) (Gr. 6)	\$952.00	*\$325.00	\$1,277.00	On or before December 1, 2025
3 rd term (2025-2026) (K to 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!) This information can also be used for the 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 1st**)
- Third Term (**March 2nd**)

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.**



SECURITY MEASURES

- A security officer is posted on campus from **8:00 a.m. – 4:00 p.m.**, Monday through Friday.
- Please respect the authority of Mr. James Cepoudi 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.
- 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 who are collecting students ahead of dismissal must report to the school's office to receive an early dismissal slip before proceeding to the classroom to collect the child.
- **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.**



RULES AND REGULATIONS – HAIR (September 1, 2025 – June 12, 2026)

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

***Effective Monday, October 6, 2025, students will not be allowed in class until the hair infractions have been corrected.**



P. T. A. MEETING

Our first general P. T. A. Meeting will be held on **Wednesday, September 24, 2025 at 6:00 p.m.** in the hall. We will have the election of officers to serve for the next two (2) years. Interested parents are asked to sign up in the school's office. Please put this date on your calendar and plan to attend.

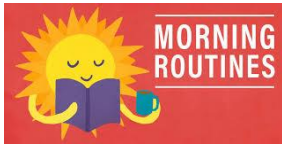


SCHOOL DISMISSAL

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).



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 after 8:30 a.m.

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.



IN-CLASS PROCEDURES

- The lunch order is taken in the classroom and sent to the kitchen.
- All food items should be ordered during the homeroom period. Lunch is eaten in the classrooms and students are allowed to go outside for recess.
- **Fast food lunches or cooked food are not allowed on campus.**



FRUIT, VEGETABLE AND WATER INITIATIVE

Saint Thomas More School will continue 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.



MY 3D BAHAMIAN BOOK REPORT PROJECT

The Summer Reading Challenge has been extended to Monday, September 22, 2025.

The instructions are as follows:

- Create a BIG, colorful, foldable 3D Book report based on a Bahamian book that you have read.
- **Materials:** Large foldable chart paper (like a giant book), glue, scissors, markers, crayons, pencils
- **Cultural decorations:** shells, Androsia fabric, straw, Junkanoo felt, dried flowers or leaves, beads
- **Printed pictures:** Book cover, author or you with the author)
- **Pages:** Cover, inside, character, setting, problem and solution, ratings, creative tips
- Prizes and surprises will be awarded for full participation



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 becomes sick during school hours.**
- All medical information is **private and confidential.**



HEALTH ASSESSMENT

It is important for all scholars to be healthy in the school environment. Students should **remain at home** if they are exhibiting any of the following symptoms:

- Fever (Above 100.4° F)
- Sore Throat
- Headache
- Loss of Taste or Smell
- Persistent Cough
- Fatigue/Lethargy
- Shortness of Breath/Difficulty Breathing
- Body Aches/Pain
- Nausea/Vomiting/Diarrhea



PROFILE OF THE BAHAMAS CATHOLIC BOARD OF EDUCATION GRADUATE

- *A Christian Leader*
- *An Academically Capable Person*
- *A Centered, Well Rounded Person*
- *A Loving Person*
- *A Lifelong Learner*
- *A Healthy Person*
- *An Environmentally Conscious Person*
- *A Financially Adept Person*



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 without a proper label **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 Mrs. 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

After school clubs will officially begin on **Monday, September 29, 2025**. The club listing will be forthcoming.



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.



G. L. A. T. RESULTS

G. L. A. T. results for the year 2025 will be available in the school’s office on **Wednesday, September 17, 2025 from 8:00 a.m. – 4:00 p.m.** 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.



POWERSCHOOL

The parent portal will open on **Monday, September 29, 2025**. This system will help you to track your child’s grades. New students will receive login access to view the program. This information will be available shortly. Please email sferguson@cec.edu.bs to set up your PowerSchool account.



OFFICE HOURS

Office hours are from 8:00 a.m. to 4:00 p.m., Monday through Friday. Students should be collected **no later than 15 minutes** after dismissal unless they are engaged in a supervised after school activity. Please pick up our scholars on time.



STAFF

The entire staff of Saint Thomas More School is as follows:

SAINT THOMAS MORE SCHOOL STAFF LISTING 2025-2026		
Staff Member	Position	Email
Adminstrators		
Dr. Rene� C. Mortimer	Principal	rmortimer@cec.edu.bs
Mrs. Santiala Ferguson	Vice Principal	sferguson@cec.edu.bs
Ms. JoAnne Brown Hamilton	Coordinator of School Counselors	jhamilton@cec.edu.bs
Class Teachers		
Ms. Taunya Chea	KC	tchea@cec.edu.bs
Ms. Alexis Saunders	KS	asaunders@cec.edu.bs
Miss Vashtianne Taylor	KGN Assistant/Religion	vashtianne.taylor@cec.edu.bs
Mrs. Sanjay Black	1B	sanjay.black@cec.edu.bs
Mrs. Elizabeth Cooper	1C	emingo@cec.edu.bs
Mrs. Juanita Bullard	Grade One Assistant	juanita.bullard@cec.edu.bs
Ms. Tangelia Cooper	2C	tcooper@cec.edu.bs
Mrs. Latanya Phaitien	2P	latanya.phaitien@cec.edu.bs
Mrs. Petrona Answer Brown	3AB	panswerbrown@cec.edu.bs
Ms. Kenria Dorsett	3D	kdorsett@cec.edu.bs
Mrs. Sandra Smith Gilles	4G	ssmithgilles@cec.edu.bs
Mrs. Tanya Strachan	4S	tminus@cec.edu.bs
Ms. Chante Cooper	5C	chcooper@cec.edu.bs
Mrs. Renka Hanna	5H	rchanna@cec.edu.bs
Mrs. Latia Jupp	6J	lsponce@cec.edu.bs
Mrs. Terrell Stewart	6S	tstewart@cec.edu.bs
Specialist Teachers		
Ms. Nicolasena Davis	Art	ndaviscarter@cec.edu.bs
Mr. Carson Neilly	Computer	cneilly@cec.edu.bs
Ms. Tameka Hanna	Corrective Reading	thanna@cec.edu.bs
Ms. Sherry Ann Philips	Mathematics	sphilips@cec.edu.bs
Ms. Shanae Kemp	Music	shanae.kemp@cec.edu.bs
Mr. Renaldo Knowles	Physical Education/Coach	renaldo.knowles@cec.edu.bs
Mrs. Deline Gittens	Religion	dgittens@cec.edu.bs
Ms. Taja Hudson	Spanish	taja.hudson@cec.edu.bs
CBOE Primary School Nursing Department		
Mrs. Latoya Williams Boodle	School Nurse	latoya.boodle@cec.edu.bs
Office &Support Staff		
Mrs. Winifred Woods	Secretary	wwoods@cec.edu.bs
Ms. Doreen Deveau	Custodian	doreen.deveau@cec.edu.bs
Mrs. Linda Farrington	Custodian	linda.farrington@cec.edu.bs
Mr. Jackenson Pierre	Custodian	jackenson.pierre@cec.edu.bs
Mr. Exandieu Tima	Custodian	exandieu.tima@cec.edu.bs

SCHOOL VOLUNTEERS

Mrs. Ellen Daniels
Mr. Donald Clarke



CHERYL’S KITCHEN

The breakfast and lunch program have been outsourced to Mrs. Cheryl Ford Major 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.



SEPTEMBER LUNCH MENU

Monday	Tuesday	Wednesday	Thursday	Friday
15	16	17	18	19
Hamburger/ Hot Dog & Fries	BBQ Chicken, Mashed Potato & Veg.	Nuggets & Fries	Curry Chicken, White Rice & Veg.	Pizza
22	23	24	25	26
Hamburger/ Hot Dog & Fries	BBQ Meatballs, Macaroni & Cheese, Veg.	Chicken & Fries	Curry Chicken, White Rice & Veg.	Pizza
29	30	1	2	3
Hamburger/ Hot Dog & Fries	Steamed Pork Chops, White Rice & Veg.	Chicken & Fries	Curry Chicken, White Rice & Veg.	Pizza

*Some of the other lunch items are as follows:

Hot Lunch	\$5.00
Pizza	\$3.00 (per slice)
Meat Only/Rice Only	\$3.00
Fries Only/Corn Dog	\$2.50
Tuna Roll/Hot Dog	\$3.00
Ham & Cheese Sandwich/Turkey	3.00
Green Salad	\$3.00 (Available upon request)
Hot Patties	\$3.00
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.

Please note that there will be no warming of food. Students can purchase hot lunches from the kitchen, bring a packed lunch or utilize a thermos for hot meals.



IMPORTANT DATES TO REMEMBER

SEPTEMBER

TEAMWORK

- 22** Summer Reading Challenge Projects are due.
- 24** 1st General P. T. A. Meeting, 6:00 p.m. (Elections)
- 26** Back to School Dance; 2:30 p.m. – 4:30 p.m. - \$10.00
- 29** Literacy Assembly and Reading Expo/Flag Raising @ 10:00 a.m.
(Summer Reading Challenge Projects are on display.)

OCTOBER

LEADERSHIP

- 3** Basketball Season Opens, Loyola Hall, Gladstone Road
GIRLS AND BOYS BASKETBALL TEAMS
- 5** **WORLD TEACHERS’ DAY**
- 8** Staff Meeting/Professional Development
(Dismissal at 2:00 p.m.) (Afternoon activities are cancelled.)
- 13** **NATIONAL HEROES DAY**
(Public Holiday)
- 14** School resumes at 8:30 a.m.
- 15** **Character Day**
- 16** World Food Day
- 17** **Cancer Awareness Dress Up (Pink) \$2.00**
- 23** **Progress Reports (1:30 p.m. – 3:30 p.m.)**
- 25** **Saint Thomas More Church Raffle and Fair**
- 24-27** **MID-TERM BREAK**
- 28** School resumes at 8:30 a.m.
- 31** **Cancer Awareness Dress Up (Pink) \$2.00**

