

SAINT THOMAS MORE SCHOOL

NEWSLETTER

JANUARY 9, 2026

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/>



HAPPY NEW YEAR

Each new year brings us new opportunities to know *Him* more, to walk in faith and grow by *His* grace. May your 2026 be blessed in the Lord.



MAJORITY RULE HOLIDAY

School will be closed on Monday, January 12, 2026 in observance of the Majority Rule holiday. Classes will resume on *Tuesday, January 13, 2026 at 8:30 a.m.*



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.



POWERSCHOOL

The PowerSchool portal reopens on Monday, January 26, 2026. 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.



SCHOOL FEES

Second term fees are now **PAST DUE**. Payments can be made through 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 be allowed in school on Tuesday January 13, 2026 until fees are brought up-to-date. Payment plans should be current.**

The proof of payment can also 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
2 nd term (2025-2026) (K to 5)	\$952.00	\$250.00	\$1,202.00	PAST DUE
2nd term (2025-2026) (Gr. 6)	\$952.00	*\$375.00	\$1,327.00	On or before January 5, 2026
3 rd term (2025-2026) (K to 6)	\$952.00	\$250.00	\$1,202.00	On or before March 3, 2026

***Includes \$250.00 for special fees and \$125.00 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, Capital Development fees and more.

- 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 [\(firstname.lastname@cec.edu.bs\)](mailto: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 student's current grade 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.**



RULES AND REGULATIONS – HAIR

The policy handbook of Saint Thomas More School speaks about the hair of our scholars.

Effective Tuesday, January 13, 2026, all students with hair infractions (boys or girls) will not be allowed in classes. **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



DRESS UP DAYS FOR THE BOYS BASKETBALL TEAM

The Moon McPhee/Cecil Thompson Primary Schools Basketball Tournaments will be held from **February 4, 2026 – February 7, 2026 in Freeport, Grand Bahama**. Our champion boys basketball team would like to attend this tournament which would be a wonderful opportunity for them to continue to develop their skills. **To this end, two dress up days are planned on Friday, January 16, 2026 and Friday, January 23, 2026** to assist with some of the expenses that will be associated with the trip. **Students may wear their favorite color shirt on both days along with long jeans (no holes) and tennis for \$2.00.** Thank you for your support of the boys basketball team.



KINDERGARTEN AND GRADE ONE REGISTRATION

Registration for Kindergarten and Grade One began on **Monday, January 5, 2026** and will continue until **Friday, January 30, 2026**. Please bring along copies of the following documents:

- Birth Certificate
- Baptismal/Christening Certificate
- Relevant Passport Pages
- National Insurance Smart Card
- **\$50.00 Registration Fee (Non-refundable)**
- A passport size photo
- Transcript: Grades 1 to 5

*Registration for Grades 2 – 5 will be based on space availability.



ARCHDIOCESAN SPELLING CONTEST

The 59th Annual Archdiocesan Spelling Contest takes place on **Tuesday, January 27, 2026**. The following students will represent Saint Thomas More School in the competition: **Earl Harry Parcon (4S), Maria Subin (5C) and Liam Woods (6J)**. The alternates are **Jackson Thornley (6J) and Makesi Pratt, (6S)**. We wish our scholars every success in the competition.





ARRIVE TO SCHOOL ON TIME

The first bell rings at **8:15 a.m.** The second bell rings at **8:30 a.m.** which begins our school day. **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.



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 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



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.**



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) are available in the school's office in limited sizes.**



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.



DEVICES ON CAMPUS

Students are allowed to bring devices on campus (laptops, tablets) once the classroom teacher has given approval. **Cell phones are not allowed at school.**

***At no time should students be on social media while using devices on campus.**



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***



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 can be eaten during the lunch period. We look forward to your complete cooperation.



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 especially during the holiday season and bring them to school in the new year. 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.



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**. After school care provides students with homework assistance for all subjects.

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.



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.



G. L. A. T. RESULTS

G. L. A. T. results for the year 2025 are available in the school's office between the hours of **8:00 a.m. – 4:00 p.m.** Parents/guardians will sign for the results.

JANUARY LUNCH MENU

Monday	Tuesday	Wednesday	Thursday	Friday
5	6	7	8	9
Spaghetti & Meat Sauce	Steamed Pork Chop, White Rice & Veg.	Nuggets & Fries	Curry Chicken, White Rice & Veg.	PIZZA
12	13	14	15	16
Majority Rule Holiday (No School)	BBQ Meatballs, Mashed Potato & Veg.	Chicken & Fries	Curry Chicken, White Rice & Veg.	PIZZA
19	20	21	22	23
Cheeseburger or Hotdog & Fries	BBQ Chicken, Macaroni & Cheese & Veg.	Nuggets & Fries	Curry Chicken, White Rice & Veg.	PIZZA
26	27	28	29	30
Spaghetti & Meat Sauce	Sweet & Sour Pork Chop, White Rice & Veg.	Chicken and Fries	Curry Chicken, White Rice & Veg.	PIZZA

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

JANUARY

PERSEVERANCE

5 School resumes at 8:30 a.m.
5-30 Registration for Admission to Catholic Schools (Kindergarten)
12 Majority Rule Holiday (NO SCHOOL)
13 School Resumes at 8:30 a.m.
16 Grade Level Retreat (Grade 3)
16 Sparks Dress Up; \$2.00 (Wear your favorite color shirt!)
(Proceeds for the Boys Basketball Team Freeport Tournament)
19 Aquinas College Entrance Examination (Grade 6)
Parents should drop and collect their child.
23 Sparks Dress Up; \$2.00 (Wear your favorite color shirt!)
(Proceeds for the Boys Basketball Team Freeport Tournament)
24 Saint Francis de Sales Feast Day
27 59th Annual Archdiocesan Spelling Contest
28 Saint Thomas Aquinas Feast Day
30 Saint Augustine's Entrance Examination (Grade 6)
Parents should drop and collect their child.
25- 31 Catholic Schools' Week

FEBRUARY

LOVE

5 First Thursday Mass at 9:00 a.m. (Church) & Stations of the Cross
6 Grade Level Retreat (Grade 2)
11 Staff Meeting/Professional Development; (2:00 p.m. dismissal)
11 Grade Level Retreat (Grade 1)
12 FUN DAY
13 Kindergarten Entrance Exam (NEW STUDENTS)
No School for KC & KS
18 ASH WEDNESDAY (Beginning of Lent)
19 Staff Professional Day
(No School for Students)
20-23 MID-TERM BREAK
24 School resumes at 8:30 a.m.

