To the Parents of Students in Year 1, 2, 3, 4, 5 and 6
Lower School

September 8th, 2013

Dear Parents,

On behalf of the staff and management, we wish to welcome you back to Oxford Academy for the 2013-2014 Academic Year. To all our new parents and students, a special word of welcome goes out to you! Thank you for entrusting us with the ever-so-important education of your child/ren. We sincerely hope that you all had a very pleasant summer vacation, a blessed Ramadan and a happy Eid.

A very busy year ahead awaits us, with new and exciting events being planned that, together with our existing extra-curricular programme, are going to keep your child/ren busy and well-stimulated. Our aim for this year is to broaden our parent-student-teacher relations and the only way to achieve this, is to get our parents more directly involved in all the activities and events the school has on offer. A child’s schooling can only be so more effective if they know they have the support, commitment and guidance of their parents and teachers alike. We therefore urge you to join us in our efforts in supporting your child, as well as our teachers, in our ongoing efforts to develop your child towards reaching his/her full potential.

We are proud to announce the arrival of a group of highly professional, well-qualified and committed new staff members from both locally and abroad. Together with our professional and dedicated returning staff, you can be assured that our team will always have you and your child/ren’s best interests at heart.

Since communication is the key to any successful organization, we shall endeavour to keep our parents well-informed, well in advance via newsletters, circulars, text messages and e-mail. While every care has been taken in the planning of our school calendar, there may be a few changes that are beyond our control of which you need to be informed. Please therefore ensure that the School Administration has all your latest contact details at all times. Please also feel free to contact the School at any time during office hours for any queries or concerns you may have. We do however request that you avoid making appointments with teachers regarding the academic progress of your child/ren during the first few weeks only, unless absolutely necessary. Teachers need this time to make an accurate assessment of their students first. These enquiries will gladly be honoured at our Parent/Teacher Conferences as scheduled on the calendar.

With the start of the new academic year at most schools this week, traffic is going to be a huge problem for all. We therefore ask for your cooperation and patience in the mornings and after school. Please consider the many other parents, and help us to keep the drop-off and collection zones run smoothly.

Tel: 2 298-0598 / Fax: 5630377. P.O. Box 32929 Rumaithiya, 25510 Kuwait
Salwa-Block 7 Fahaheel Street – Opposite Yarmouk Club
Leaving your vehicle in the busy roadway will simply cause unnecessary traffic congestions. Please inform your drivers, (should you make use of one) of these arrangements as well.

IMPORTANT! As from this year, all Years 3 – 6 students will be collected from their classes by parents and drivers, and not from the Primary Yard. This arrangement has been made to alleviate behaviour issues and to tighten security. No student will be allowed to leave his/her class without their parents, elder sibling or driver.

LATE ROOM ARRANGEMENTS

Years 1 and 2
Pupils finish 12.55 and will be supervised on the yard by their own class teachers from this time until 13.30 and then taken to the Late Room at 13.30. All Parents are expected to make appropriate arrangements to effect the prompt collection of their children. Any uncollected children will at 15.00 be placed under the supervision of the school guard at the school front gate. A register will be kept of pupils who are habitually collected late as this is unacceptable.

Years 3 to 6
Pupils finish at 13.55 and must be collected directly from their homerooms. At 14.30 any uncollected pupils will be taken to the Late Room and supervised until 15.30 latest. After this time any uncollected children will be placed under the supervision of the school guard at the front gate. A register will be kept of pupils who are habitually collected late. A register will be kept of pupils who are habitually collected late as this is unacceptable.

Please also note that as from day 1, we are going to be extremely strict on students wearing the correct school shoes. Only black school shoes will be allowed. No black trainers, sports shoes of any type, or boots will be accepted. For PE Lessons, only white or black trainers will be accepted. Students not wearing the correct school shoes by September 18th will unfortunately not be allowed to enter the school building.

We are all very proud of our School, and we need to therefore take pride in the uniform we wear, that directly represents Oxford Academy.

With this in mind, we urgently appeal to our parents for your continuous co-operation and support, we wish you and your child/ren a wonderful and successful year within the community of Oxford Academy.

Kindest regards,

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Mr. Marius Visser
(Head of Primary)