

**LICEF SCHOOL**  
**CIRCULAR NO: 1 - TERM 3 - 2019**

**TO: ALL PARENTS/GUARDIANS**  
**FROM: ADMINISTRATIVE MANAGER**  
**DATE: 5<sup>TH</sup> SEPTEMBER, 2019**

**1.0 WELCOME REMARKS:**

The School Administration and Management would like to welcome back all the pupils from their Term 2 holidays. We hope the pupils had a restful vacation and are ready for the final term of the year. **In a special way, the School wishes to welcome Mrs Christine Mayondi Head Teacher for primary and Mrs Beena Thomas Senior Coordinator girls' section secondary who have joined the school this term.**

**2.0 TERM 3 MAIN EVENTS:**

<b>1<sup>ST</sup> SEPTEMBER, 2019</b>	<b>1<sup>ST</sup> MUHARRAM - 1441 ISLAMIC NEW YEAR</b>
2 <sup>ND</sup> SEPTEMBER, 2019	SCHOOL OPENS
11 <sup>TH</sup> SEPTEMBER, 2019	TOP OF THE FORM QUIZ [PRIMARY GIRLS].
12 <sup>TH</sup> SEPTEMBER, 2019	TOP OF THE FORM QUIZ [PRIMARY BOYS].
17 <sup>TH</sup> - 30 <sup>TH</sup> SEPT 2019	GRADE 11 MOCK EXAMINATIONS
1 <sup>ST</sup> OCTOBER, 2019	CAREERS DAY GRADE 11 GIRLS
2 <sup>ND</sup> OCTOBER, 2019	CAREERS DAY GRADE 11 BOYS
7 <sup>TH</sup> - 11 <sup>TH</sup> OCTOBER, 2019	<b>MID TERM TESTS - MALATA</b>
7 <sup>th</sup> - 17 <sup>th</sup> OCTOBER 2019	<b>MID TERM TESTS ALL CLASSES</b>
8 <sup>TH</sup> OCTOBER, 2019	<b>GRADE 11 CAMBRIDGE EXAMINATIONS BEGIN</b>
<b>23<sup>RD</sup> OCTOBER, 2019</b>	INDEPENDENCE ASSEMBLY [PRIMARY]
23 <sup>RD</sup> OCTOBER, 2019	INDEPENDENCE ASSEMBLY [MALATA]
4 <sup>TH</sup> - 11 <sup>TH</sup> NOVEMBER, 2019	<b>GRADE 9 ECZ THEORY EXAMINATIONS</b>
7 <sup>TH</sup> NOVEMBER, 2019	<b>INFANTS' GRADUATION DAY</b>
11 <sup>TH</sup> - 15 <sup>TH</sup> NOVEMBER, 2019	<b>GRADE 7 GRZ COMPOSITE EXAMINATIONS</b>
<b>14<sup>TH</sup> NOVEMBER, 2019</b>	<b>FAREWELL ASSEMBLY GRADE 2 - MALATA SCHOOL</b>
14 <sup>TH</sup> NOVEMBER 2019	<b>END OF CAMBRIDGE EXAMINATIONS</b>
18 <sup>TH</sup> NOVEMBER, 2019	<b>CHECK POINT 9&amp; END OF TERM EXAMS GRADE 8 &amp;10</b>
<b>18<sup>TH</sup> NOVEMBER, 2019</b>	<b>FOUNDATION ASSESSMENT BEGINS</b>
<b>21<sup>ST</sup> NOVEMBER, 2019</b>	<b>CHECK POINT 7 &amp; END OF TERM EXAMS - PRIMARY</b>
29 <sup>TH</sup> NOVEMBER, 2019	LAST DAY OF TERM 3- 2019
<b>6<sup>TH</sup> DECEMBER, 2019</b>	<b>OPEN DAY FOR ALL GRADES.</b>
<b>13<sup>TH</sup> JANUARY, 2020</b>	<b>SCHOOL OPENS.</b>

**Please note that these dates are tentative and subject to change.**

**3.0 REPORT CARDS TERM 2 2019**

The school wishes to thank all parents and guardians who came through to pick up the End of term 2 Report cards. The school recorded a 90% turn out and sincere thanks and appreciation go to you all. **On the other hand, those that did not collect the End of Term 2 Report Cards are encouraged to pick them up between 15hrs - 16hrs from the respective section receptions.**

**4.0 CAREERS DAY FOR GRADE 11 PUPILS**

The School wishes to inform and cordially invite parents and guardians of all Grade 11 pupils to the **2019 Careers Day** to be held on **Tuesday 1<sup>st</sup> October 2019** for girls and **2<sup>nd</sup> October 2019 for the boys**. Institutions of higher learning within Lusaka have been invited to come and speak to our students about their minimum entry requirements, courses on offer, and various subject combinations. Successful professionals in different fields will be available to motivate our students.

**5.0 TUITION FEES TERM 3:**

All tuition fees were due for payment by 2<sup>nd</sup> September, 2019. The final extended deadline is **Wednesday, 11<sup>th</sup> September, 2019**. Please pay the fees to avoid inconveniencing the children. **Payment times are as follows: Monday-Thursday: 07:30 hours - 12:30 hours**  
**Friday: 07:30 hours - 11:40 hours**

**6.0 SWIMMING CLASSES AT MALATA CAMPUS**

This is to inform parents and guardians that swimming lessons at Malata School will resume in week 2. This is because the swimming instructor has a bereavement (lost her father).