

# FIRST FOUNDATION SCHOOLS

...seize the opportunity

2023/2024 Academic Session Newsletter



## OUR CORE VALUES

T- Teamwork

R- Responsibility

I- Integrity

L- Leadership

L- Learning

E- Excellence

D- Discipline

## APPRECIATION TO OUR PARENTS

The management of First Foundation Schools expresses our profound gratitude to our distinguished and unique parents/guardians for your unquantifiable support. Your continuous engagement and support to the school academic progress and all activities of the school is worthy of note. We shall continue to deliver on our mandate with your support.

## ACADEMIC AFFAIRS

We are glad to inform you that the school will be observing some important international day events going forward. This is to further enhance the knowledge of our pupils/students. All these will be incorporated in the school calendar.

Also as a school we are committed to keeping pace with the tide. So to this effect, we would like to inform our parents that from next session the school will be introducing new school uniforms which will be made available at the school for purchase. Please kindly note that the wearing of uniforms not purchased from school is not allowed.

## EXTRACURRICULAR ACTIVITIES

We shall be having a nice time carrying out extracurricular activities particularly on Fridays. The following among others are the activities we have prepared in addition to the rest of our extracurricular activities for our pupils/students: Ballet, taekwondo, chess, scrabble and monopoly. We will also be having inter-class debate and spelling bee competition with winning prizes to crown the efforts of participants. Furthermore, we have set aside a day tagged 'Fun Day' for our pupils/students where educational movies will be shown in school. This is going to be a termly activity.

## SUMMER LESSON

The summer lesson will commence on 12<sup>th</sup> of August, 2024 and come to a close on 2<sup>nd</sup> of September, 2024. The management of the school has a rich package (both curricular and extracurricular) prepared. It is holiday coaching/ intensive vocational training to help build our scholars early in their area of interest. The vocational skills available for learning are: ICT, Graphics design, Public speaking/ etiquette and Fashion. It promises to be educative and fun as we will also be having movie fun day. The summer fee is #20,000 for primary and secondary students. The time will be communicated to interested parents. Please Note- Summer lesson for secondary students is compulsory.

## RESUMPTION

The next academic session will start on Monday September 12<sup>th</sup>, 2024. Also, starting from next term, checking of results will be strictly online.

Admission into primary and secondary is in progress. Kindly be our mouthpiece to other family members, friends, colleagues and neighbours on the rich social and academic benefits of enrolling their wards at First Foundation Schools.

The application forms are obtainable from the school with a fee of #5,000 per applicant.

# REGISTRATION FORM

## 1. PUPIL'S DETAILS

NAME:

\_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ AGE: \_\_\_\_\_

GENDER: \_\_\_\_\_

PLACE OF BIRTH: \_\_\_\_\_ NATIONALITY:

\_\_\_\_\_

STATE OF ORIGIN: \_\_\_\_\_ RELIGION:

\_\_\_\_\_

NAME AND ADDRESS OF PREVIOUS SCHOOL:

\_\_\_\_\_

\_\_\_\_\_ CLASS IN PREVIOUS SCHOOL

\_\_\_\_\_

## 2. PARENTS' CONTACT DETAILS

PARENTS' NAME:

\_\_\_\_\_

FATHER'S OCCUPATION \_\_\_\_\_ MOBILE NUMBER :

\_\_\_\_\_

OFFICE ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

MOTHER'S OCCUPATION \_\_\_\_\_ MOBILE NUMBER :

\_\_\_\_\_

OFFICE ADDRESS:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

HOME ADDRESS:

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EMAIL ADDRESS:

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**3. MEDICAL INFORMATION**

IMMUNIZATION STATUS OF CHILD (attach photocopy of immunization card)\_\_\_\_\_

PERCULIAR HEALTH PROBLEM OF CHILD (asthma. Allergies, sickle celldisorder, epilepsy e.t.c)

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FAMILY HOSPITAL

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**4. ADDITIONAL INFORMATION ABOUT CHILD (e.g Allergies)**

**5.**

**6. ADDITIONAL EMERGENCY CONTACT(if you are unreachable, who else can be contacted)**

FULL NAME OF EMERGENCY CONTACT:

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RELATIONSHIP WITH CHILD:

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RESIDENTIAL ADDRESS:

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OCCUPATION: \_\_\_\_\_ MOBILE NUMBER:

OFFICE ADDRESS:

## 7. CONSENT

I undertake and agree to pay each term's school fees at the due time (on or before resumption).

I undertake to play my own part to ensure my child abides by all the set rules of the school.

I undertake to take full responsibility for my child's feeding, health and wellbeing.

I undertake to pick up my child at the set time.

I undertake to work with the school to ensure moral uprightness and discipline of my child.

I undertake to be involved in my child's academic progress.

I undertake to ensure my child comes to school in the correct, clean and neat uniform.

I undertake to treat my child's teacher/carer and other members of staff with respect and dignity.

I undertake not to disrupt the school in any way.

I undertake to contribute my quota to the development and progress of the school.

I agree that fees paid are not refundable or transferable.

## 8. .

. Check your child's communication book every day. Teacher's remarks should be noted and signed.

Parents are requested to return any object their ward brings from school that doesn't belong to him/her.

- . Students should wear the correct school uniform at all times and be neatly dressed.
- . Use of foul language is forbidden inside the school compound.
- . Parents should strictly avoid taking their children away during the school hours except when unavoidable.
- . Complaints/ grievances if any should be directed to the school Admin or the proprietor.
- . Parents should seek permission at the school office to meet a student or staff for genuine reason.
- . Boys should have close cut hair style; girls should not have streaked hair and fancy hair style. Hair should be plaited.
- . Girls are not allowed to paint nails or merchandise.
- . To imbibe the time management skills, it's important that the pupils/ students are taught to be punctual. Ensure to adhere to the school arrival, which is 7:30am and dispersal timing which is 4:30pm; but staff will wait at the waiting room till 5:00pm for late pick up. Please do not exceed the time.

The result of every pupil / students of the school will be checked on the school website, all parents should register to be able to have access to their wards result when needed.

Student name: Parents name: Phone number: Address: Signature:

- . The PTA meeting will come up every second week of resumption.

\_\_\_\_\_  
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*PARENT'S/ GUARDIAN'S SIGNATURE*  
*PROPRIETRESS' SIGNATURE*

**FOR OFFICAL USE ONLY**

OVERALL TEST RESULT:

\_\_\_\_\_

CLASS OF ENTRY: \_\_\_\_\_ DATE OF SUBMISSION:

\_\_\_\_\_

ADMISSION NUMBER: \_\_\_\_\_ SESSION OF ADMISSION:

\_\_\_\_\_

