

(CODE OF CONDUCT)

The following are a gist of some important school rules for your information.

The school disapproves of:

- ❖ Dirty clothing and generally shabby appearance.
- ❖ Lack of respect for property (i.e. stealing, willful damage to school property etc)
- ❖ Pupils arriving at school after 7:30am or being picked up after 5pm.
- ❖ Pupils who fail to do their homework or forget to have it signed.
- ❖ Carrying of mobile phones is **strictly prohibited**. If found would be destroyed in the presence of the offender.

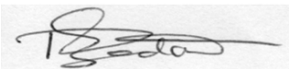
We trust that parents will co-operate with us at all times on these information to enable us maintain firm discipline in the school.

FIELD TRIP: Basic 4 – JHS3 will depart to Cape Coast on Thursday 5th March 2020. Basic 1 – 3, Nursery and Kindergarten will have their turn of touring the Legon Botanical Gardens on Saturday 7th March 2020. The trips are to build their confidence, widen their exposure and to learn at first hand certain topics treated in class. We expect parents/guardians' co-operation.

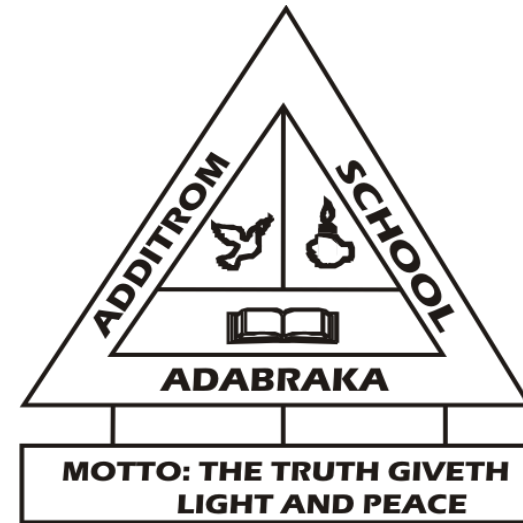
Ensure that your child gets a sound education by keeping abreast with school activities, active participation, co-operation and commitment for effective running of the school.

We wish you a happy time with the kids.

Yours Sincerely



.....
(Headmistress)



NEWSLETTER

2nd Term, 2019/2020 Academic Year



Off the Additrom Road, Adabraka | P. O. Box 854, Accra | (0302) 225573
www.additromschool.com | additromsch@yahoo.com

20th February 2020

Dear Parent/Guardian,

On behalf of the Board, management and staff of Additrom School we wish you a prosperous New Year. May the faithful Lord continue to bless us all abundantly.

Academic work for the second term of the 2019/2020 had already started in earnest and we are resolved, as always to maintain school discipline and to administer it equitably in order to ensure that the climate of work is healthy.

We are counting very much on your full support and co-operation in this and have therefore furnished below information on some important dates for the term and additionally a reproduction of some salient **School Rules** for your attention. Kindly pay particular attention to the appropriate attire for school, homework and equally important, go over the code of conduct with your ward.

Some Important Dates to Remember

Mid-Term break (Nursery – JHS2)	21 st – 24 th February 2020
School Resumes	25 th February 2020
Second Mock Examination	24 ^h – 28 th February 2020
Continuous Professional Development Day	27 th February 2020
Heritage/Cultural Day	4 th March 2020 (All children are expected to be in traditional attire to school)
End of Term Examination	30 th March– 3 rd April 2020
Vacation (Nursery – JHS2)	8 th April 2020
Easter Break (JHS3)	8 th – 13 th April 2020
Collection of Pupils' Reports	8 th April 2020
JH3 Reporting	14 th April 2020

SCHOOL FEES: We still want to stress again that fees are expected to be fully settled by the end of the second month of reopening. Therefore we are entreating all defaulting parents/guardians to honour their obligation of payment by **2nd March 2020**. This serves as a final warning and reminder.

CONTINUOUS PROFESSIONAL DEVELOPMENT DAY (CPDD): There will be no school on Thursday 27th February 2020. This is to allow teachers attend the Continuous Professional Development Day (CPDD) a workshop organized by Ghana Education Service (G.E.S) as part of the new curriculum implementation.

MONITORING OF STUDENTS' PERFORMANCE: The school will continue to provide a conducive environment in which effective teaching and learning can take place and it is expected that parents take interest in whatever the child does in school. Homework must be supervised and signed to deter children from copying their friends' home work at school and forging their parents' signatures.

SCHOOL UNIFORM (HAIRDO/FOOTWEAR): The prescribed school uniform and style must be worn at all times to foster good discipline.

Boys must keep their hair natural, low and of even length. Stylish cuts are not allowed. Girls' hair must be short, natural of even length plaited or braided. Artificial attachments are prohibited. The use of chemical treatment is not encouraged.

Footwear should be black or brown shoes or sandals or trainers (Canvas) worn with socks and securely fastened. Open shoes, tapered heels and open slippers, should not be worn under any circumstance.

