

# CITA INTERNATIONAL SCHOOL NEWSLETTER



THURSDAY  
6<sup>TH</sup>  
NOVEMBER 2014

*Thanksgiving*  
2014/2015  
- Issue 1

*Term*

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## Welcome to Cita SCHOOL CALENDAR 2014/2015 Thanksgiving Term

### Resumption from Summer Holiday

Wednesday 8<sup>th</sup> October 2014

### Instruction Period before Mid-term Break

Wednesday 8<sup>th</sup> October to Thursday 13<sup>th</sup> November 2014

### Midterm Break

Friday 14<sup>th</sup> November – Monday 17<sup>th</sup> November 2014

### Events:

**Open day:** Thursday 13<sup>th</sup> November 2014

PTF :

### Resumption from Midterm Break

Tuesday 18<sup>th</sup> November 2014

### Instruction Period after Midterm Break

Tuesday 18<sup>th</sup> November to Wednesday 17<sup>th</sup> December 2014

### Closing for Christmas Holiday

- Wednesday 17<sup>th</sup> December 2014

### Resumption from Christmas Holiday

Monday 12<sup>th</sup> January 2014

**From the Executive Director**

*We welcome back all our esteemed parents both old and new to a new term as well as a New session. We hope you all had a well deserved rest during the holidays. We would like to use this opportunity to update you on some of our rules and procedures.*

**School Fees:**

*The school requires that all tuition fees be paid before the start of the term, failure to do so will result in the child not being allowed into the classroom. This has been our policy for a long time and hence should not be new information to our old parents. Payments should preferably be made by bank draft but in a situation where this is not possible, customized and signed tellers are available at the security post or in the Admin office. New intake fees are paid strictly by bank draft; teller payments for new intake fee will result in a loss of the admission space. Thank you for understanding.*

**Letters:**

*We implore you to write an application for any form of introductory letter you may require from the school; please state to whom the letter should be addressed; location and the full name of the pupil as it appears on their passport and class. It is important to note that a 48 hour notice should be given to the office to enable us confirm child's names as it appears on their admission forms and class.*

**Assembly**

*Cita International School is a Christian based school and hence thrives to inculcate Godly morals in our pupils. The Wednesday Assembly is one of the many avenues we use to reach them. We will be honoured if you could join us for our weekly assembly by 8 am for just 30-45 minutes. You will be blessed.*

**Closing Time**

*Please be informed that parents are not allowed into the school premises before the closing time except on administrative business. We appeal to parents not to stand in front of classrooms before the school closing time, as it distracts both the students and their teacher.*

**PTF**

*We will have our usual class PTF meetings this term and will inform all our parents through mini slips of the date and time for each class. We will appreciate your taking time out to attend these very important meetings.*

*Please do not hesitate to come to the admin office for any clarification on our policies, rules and regulations.*

Once again welcome back to a new session

**Mrs. Bibi Nwokidu**

**BUILDING ON A SURE FOUNDATION  
(CITA INTERNATIONAL SCHOOL NOVEMBER REPORT 2014)**

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**From The General Manager/Head Senu**

Dear Parents,

Welcome to the 2014/2015 sessions. We thank God Almighty for a restful holiday. We thank Him for journey mercies during this period; We thank Him for preparing a table before us in the presence of our enemies (ebola), His name only is praised.

We parents have great expectations for our children. We desire great things for them now and in the future. For these to come to pass, we need to act and act rightly. Our dear children have just one opportunity to grow right. We cannot squander this on awful attitudes and excuses. We must attend to them today, with mastery and continence.

We have just started the school year, and a sizeable number our children are coming to school with signs and attitudes that confirms they did not go to bed on time. This fact is evident among the mainstream children and sunshine children. Every child needs at least eight hours of sleep. If we make them go to bed early, they will get enough sleep. It is such a sad sight, to see a child distressed early in the morning, in school, when simply going to bed early will do the miracle.

**Mr. Tonye Arinyedokiari**

**From the HOD Nursery**

Welcome to a very promising session. We are glad to have you all in school (old and new)

**Weekly Confirmation:**

Due to the unfortunate security situation in our country, it is necessary for every parent to do a weekly confirmation in your child's class, on who you have delegated to pick your child other than yourself. Cita's policy does not allow a parent to pick other parents' children without previous confirmation. Parents, pupils and delegates passport must be submitted to the class teacher before the end of the week.

	<p><b><u>Drop off and pick up:</u></b>  Drop off and pick up times for Nursery is 7:00 am and 1:30pm respectively. Pupils who are left in school after this period will be fined ₦1, 000 per hour. The hourly count begins at 2 pm.</p> <p>Note also that this does not include those who have officially made payment for the After School facility. All affected children will be in the new building by the gate house. This is not part of the After School Care Department.</p>	
	<p><b>BUILDING ON A SURE FOUNDATION  (CITA INTERNATIONAL SCHOOL NOVEMBER REPORT 2014)</b></p>	<p><b>2</b></p>
	<p><b><u>Illness and Medical Emergencies</u></b>  Ebola is a wake- up call for everyone. The fear of the disease has alerted us to just how quickly infectious diseases can spread. Taking the right precautions to prevent all infectious disease can minimise the chances of being a victim to any of them. Talk to your children about germs in general and how touching their mouth and nose with unwashed hands can make them sick. No child will be allowed in school with signs of illness. In cases of emergency, the Paediatric nurse will attend to the pupils while the parents are contacted.</p> <p><b><u>Home Work Expectations</u></b>  Home work is a shared responsibility that ensures success for all our pupils. Working together will help pupils improve their skills. Please supervise and guide them so that their work is neatly done and brought back to school. Homework days are Mondays, Wednesdays and Fridays.</p> <p><b><u>Attendance, Lateness and Absence</u></b>  It is important that children realise the essence of punctual and regular attendance. These habits once developed will establish a life- long pattern for success. Absence for long periods of time may result in weakening the child’s enthusiasm for school. Ensure your child is consistently present and punctual to school.  Please note that the management of CITA frowns at pupils missing school for almost half of the term or a term.</p> <p><b><u>Hair Extension:</u></b>  Hair extension of any kind is strictly prohibited. Pupils are not allowed to use beads of any size in making their hair to school for safety reasons.</p>	

**Lunch:**

*Pupils are allowed to bring food and drinks. The food should be cut into small bites especially meats and fruits. Ensure that your child’s pack is supervised before sending them to school. Water bottles should be inspected to avoid giving your children soapy water. This has become a regular occurrence.*

**Complaint/ Suggestions:**

*Please kindly see the HOD Nursery if you have complaints or suggestions. Note that nobody or teacher will victimize your child if you make complaints.*

*“We are not just teachers, we are the managers of the world’ greatest resource: Children”*

*- Robert John Meehon*

**Mrs. Kate Tubonimi**

**BUILDING ON A SURE FOUNDATION  
(CITA INTERNATIONAL SCHOOL NOVEMBER REPORT 2014)**

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**From HOD Primary**

*Dear Parents (old and new) it is exciting to have you all back in school after the long holiday. We do hope that you took advantage of the delay in resumption to rest and prepare for the work ahead.*

*The Thanksgiving term has begun in earnest; though a short term, it promises to be exciting, informative and fun filled. To achieve these we would require that the following be adhered to:*

**Home Work /Research**

*Feedbacks are a necessary part of the learning process. Homework forms 15% of the total assessment of the pupils. The home activities given to pupils should be supervised and not solved by parents or any other adult around. Parents should provide a conducive environment for their children to do their homework.*

*Below is the structure of homework in the Primary Department.*

<b>CLASS</b>	<b>PRIMARY 1</b>	<b>PRIMARY 2</b>	<b>PRIMARY 3</b>	<b>PRIMARY 4</b>	<b>PRIMARY 5</b>
<b>NO OF TIMES PER</b>	<b>MONDAYS</b>		<b>DAILY</b>	<b>DAILY</b>	<b>DAILY</b>
	<b>WEDNEEDAYS</b>				
	<b>FRIDAYS</b>				

*Please note that your children must pick up the note books of activities done in class daily. Parents are advised to make complaints to their children’s*

class teacher, where you are not satisfied with the teacher's response, please see the Head of Department.

**Pick up and drop offs:** Parents must ensure that their children are signed into their classes and subsequently handed over to the adult on the morning duty. This also applies to the pick up; pupils must be signed out by their parents or confirmed delegates. Delegates not confirmed will not be allowed to pick up pupils and will be escorted out of the premises. To avoid such embarrassment, please confirm your delegates. Phone calls, letters of introductions and complimentary cards will not be honoured in place of a proper confirmation with passport size photograph and parents' signature.

### **Health and Safety**

With the unfortunate occurrence of the Ebola Virus Disease (EVD) in the state, we ask that parents encourage the habit of hand washing as the Ebola virus is not the only disease that can be transmitted via contact. Our goal is to avoid the spread of any infection. Parents are still sending their sick children to school in spite of the notices put out. Please ensure that children who complain of any form of discomfort are kept at home, till they feel better and are ready to return to full academic work in school.

The management also solicits your support and cooperation in providing your children with sanitizer and a personal handkerchief.

## **LETS CREATE A CONSCIOUSNESS TO STAY SAFE AND HEALTHY**

### **After School Care:**

Pupils in the Primary section, round off all activities at 3 pm. Parents are encouraged to pick their children up as early as possible. After school, Children are exhausted, become restless and prone to mischief. To this effect, we asked that pupils be picked up before 4pm on every school day. Children left at the security post will be surcharged ₦1000 per hour from 5pm. Please also note that lunch packs left at home and brought to school after 8 am will not be allowed into the school premises.

The pupils will be fed from the school canteen and Parents will make payment at the close of school for food eaten.

As we work together this term, we will achieve greater heights. This term lets' **GIVE LIFE – LOVE, INSPIRATION, FAITH AND ENCOURAGEMENT TO EACH OTHER.**

**Miss Uwomano Orogu**

### **From the Head of Centre (High School):**

Dear Parents, we thank God for yet another session. We are happy to have you back in school. We thank God for his protection for sickness, death and journey mercies during the holidays. Please take note of the following:

### **Etiquette Training For SS2 & SS3**

The etiquette training for the SS2 and SS3 students was scheduled to start this term. However due to the shortness of the term as a result of the ebola crises, the training has been rescheduled for next term. Parents who have not yet paid are encouraged to please do so. The fee is NGN10, 000. Payments can be made at the high school bookshop.

### **School Uniform**

Parents are encouraged to ensure that their child/ward have the complete uniform when resuming school so as to avoid punishments. Students not found in complete uniform will be sent to the bookshop to pick up the item not found on them and the parents will be billed.

### Visiting Days

*Starting from next term visiting days will be reduced from trice a term to twice a term. The visiting days will still be the last Sunday of the scheduled months.*

### Health and Safety

*Parents are please advised to provide medical histories of their child/ward. This is to enable us know what do in the event of a medical emergency and give the appropriate attention.*

*The WHO has declared Nigeria free of ebola however still remain vigilant, wash your hands regularly and keep your surroundings clean.*

*“ Study to show thyself approved unto God, a workman that need not to be ashamed, rightly dividing the word of truth” – 2 Tim 2:15*

*Roland T Ebiye-Koripamo  
Head of Centre*

### From the Proprietor:

Welcome back everybody!!! Good to have you back.

*I believe people tend to think of leadership only in terms of action.  
But leadership..... is not just something you do; it's something you are  
And that's one of the reasons good leaders have such strong magnetism.  
People are attracted to who they are. All leaders desire results, but being must  
Precede doing. To achieve higher goals, you must be a more effective leader. To  
Attract better people, you must be a better person yourself. To achieve greater  
Results, you must be a person of great character. ..If you're willing to do that, then  
You can leave the results to God.*

*Yours faithfully*

*P. D. Adukeh  
Proprietor*

