



The reverence of the Lord is the beginning of wisdom. Prov. 9:10

CLARENCE HIGH SCHOOL

((Unaided Private Christian Minority School. Affiliated to the Council for Indian School Certificate Examination, New Delhi, School Code: KA006)



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Dear Parents,

Warm greetings from Clarence High School!

With a deep sense of gratitude and thanksgiving, we look at the year gone by and now look forward, preparing for the next academic year. Please make careful note of the details given in this letter with regard to fees, uniform distribution, and other news for the next academic year.

- 1. FEES FOR 2017-18:** A marginal increase in fees has been introduced for the coming year. No additional collections will be made through the year other than the Appeal for Thanksgiving Contributions in the month of January, 2018. The enclosed Fee Chart will give you the details of the fees collected both as tuition and other fees. Payment of the ANNUAL fees should be made on or before June 30, 2017 for which a special discount of 2% on Tuition Fees alone (rounded off to the nearest Rs. 10) will be made available.
- 2. THANK YOU FOR YOUR GENEROUS DONATIONS:** My deepest gratitude is extended to all parents who generously donated towards the Thanksgiving offering in January 2017. As we make plans for the expansion of the Special School, your contribution of Rs. 17.5 lakhs will certainly make a difference.
- 3. NEW PARENT PORTAL:** Clarence High School has entered into an agreement with "edumerge", an up-and-coming startup that will provide all the support we need for a new parent portal. This portal is very user-friendly and comes with an app for your smart phone. All notices, photos, announcements, webcasts, reports, attendance, etc. will be available through this app and on the website. Please go through the enclosed flyer that will give you more details about the parent portal. All the report cards of your ward will be available for download on this portal. Hard copies will no longer be provided by the school except for the Final Test / Examination.
- 4. BUS FACILITY:** Clarence High School is pleased to offer bus facility to a limited number of students from June 2017 onwards. Details can be found on the separate enclosure.
- 5. FEE CONCESSIONS:** Applications for Fee concessions for the academic year 2018-19 may be obtained online on the school website from December 1 – 31, 2017. The same form, duly filled, with pertaining enclosures, must be submitted to the Office of the Vice Principal before Friday, January 26, 2018. Anglo-Indian students are also welcome to apply for fee Concession in the General Category.
- 6. SUMMER PROGRAMS:**
 - (i) Art & Craft Camp:** Our Art teachers will be conducting the Art & Craft Camp from March 20 to 31, 2017 at the school. All students are welcome to join the camp and learn new skills in painting and handicraft. Further details can be found in the enclosed flyer.

(ii) **SPORTS COACHING CAMPS:** In partnership with Team Matchless & Bengaluru Football Club, Summer Coaching Camps will be conducted in the months of April & May in Basketball & Football. Children, aged 5 - 17 are welcome to join. Siblings of students of Clarence High School are also welcome to join the coaching. The Annual Coaching Camps will also function from June 2016 onwards. A separate circular in this regard is attached.

(iii) **Summer Boot Camps:** In partnership with "Crossroads" & "The Fisherman's Trust", Clarence High School will be hosting summer Spiritual Boot Camp for students of Prep to Std. 6 and Std 7 - 12 with tents, bonfire and adventurous games inside the school campus. Further details can be obtained from the flyers enclosed. This is for those who may be staying in Bangalore in the Month of May.

7. **CLARENCE MUSIC ACADEMY:** Students are invited to join the Clarence Music Academy to hone their skills in Guitar, Violin, Vocals and Percussion. Classes will be held on Mondays, Wednesdays and Fridays from 3.30 – 4.15 and 4.15 – 5.00 pm.

8. **DISTRIBUTION OF TEXTBOOKS & STATIONARY:** All students are required to obtain their supplies of Textbooks and Stationary from the school-authorized vendor in order to maintain uniformity. Please pay online (in advance) by using the link provided on the school website and show the receipt of online payment made at the Book Counter to collect the books. The dates for distribution of books & stationary in the school are given in the table below. No changes in the date and time of distribution will be permitted. The facility to pay by credit / debit card will also be available at the book counter from this year onwards. Children of the same family can collect their books on the same day as that of the older sibling. If you cannot come personally, please authorize someone (in writing) to collect the books. If you are unable to collect the books on the specified date, please use the Courier service to order and receive the books & stationary. You can arrange to have the books delivered to your home for a small additional fee of Rs. 400/- within five working days, after the scheduled date of distribution at school. Parents who opt for delivery through Courier can order their books online from April 14 to May 26, 2017. After May 26, 2017, a penalty of Rs. 300/- will be payable.

DISTRIBUTION OF TEXTBOOKS & UNIFORM MATERIAL			
Date	Day	Classes	
		9.00 - 1.00 pm	
April 6, 2017	Thursday	Prep (Girls only)	
April 7, 2017	Friday	Prep (Boys only)	
		9.00 - 11.00 am	11.30 - 1.30 pm
April 8, 2017	Saturday	Std 1	Std 2
April 10, 2017	Monday	Std 3	Std 4
April 11, 2017	Tuesday	Std 5	Std 6
April 12, 2017	Wednesday	Std 7	Std 8
April 13, 2017	Thursday	Std 9	Std 10

9. **DISTRIBUTION OF UNIFORM MATERIAL:** All students must purchase the uniform material from the school in order to ensure uniformity in colour and shade. Please note that students wearing uniforms which are not of the standard colour and shade will be sent home the same day and will not be allowed to attend classes until the correct uniform is worn. If you need to obtain the material in the middle of the year, please collect the phone number of the supplier from the school Fee Counter and arrange to purchase the material. Please do not be deceived by nearby shops claiming to supply CHS uniform material. We have only one authorized supplier. Uniform material will be distributed in the school on the days shown in the table given above. Please pay online (in advance) and show the receipt at the Counter to collect the material. The facility to pay via credit / debit card will also be available from this year onwards. The material is pre-cut according to various sizes to enable speedy

collection. You can also arrange to have the uniform material delivered to your home for a small additional fee of Rs. 100/- to 150/- within five working days, after the scheduled date of distribution at school. Parents who opt for delivery through Courier can order the material online from April 14 to May 26, 2017. After May 26, 2017, a penalty of Rs. 300/- will be payable.

10. **TIES, SWEATERS & SOCKS:** These items will also be available for purchase with cash payment at specified counters on these days. Please note that students are not permitted to wear any other jackets or sweaters. Please purchase adequate number of socks that can be used through the year and ensure that your child wears only the prescribed school socks.
11. **HOUSE T-SHIRTS:** The House T-shirts can be collected during the respective dates of the distribution of Uniform Material.
12. **SKIRT & PINAFORE LENGTH:** All the girls have been repeatedly instructed this year to ensure that their skirt/pinafore length is not less than knee-length. Parents are encouraged to regularly check on this through the year and ensure that necessary arrangements are made to lengthen the skirt/pinafore when required. Girl students found repeatedly coming to school with short skirts/pinafores will not be allowed to attend classes until the necessary correction is made. All girls must compulsorily wear black shorts under the skirt / pinafore.
13. **SHUFFLING OF CLASSES:** A minor shuffling of classes will take place in time for the next academic year. The class allotment will be displayed in the school on the days of Textbook & Uniform distribution.
14. **RE-OPENING DAY:** Preparatory classes will commence with Orientation day on Friday, June 2, 2017 (till 12 noon) and other classes on Monday, June 5, 2017 (till 12.20 pm). Attendance on the first day of the academic year is MANDATORY. Absence on the first day of school of each term or on the last day before each vacation will attract a fine of Rs. 300/-.
15. **FLACK MEMORIAL SCRIPTURE MEMORY CONTEST:** This annual contest will be held at 1.00 pm on Monday, June 5, 2017. The memorization of God's word must be an integral life-long process for every Clarencian. Please encourage your child to memorize the verses through the summer holidays and come prepared for the competition. The list of verses will also be available on the school website.
16. **COMPULSORY PARTICIPATION IN EXTRA-CURRICULAR ACTIVITIES:** A large number of clubs are now functioning at Clarence High School. It is mandatory for every student to join at least one club. A Separate time will be scheduled on Tuesday and Thursday for Clubs so that the activities can take place within the school timings. A student (upto Std. 8) can obtain 5 additional marks in Extra-curricular activities which can be used in any other subject, if required, to obtain pass mark, or to add to the overall score that determines his / her rank in the class. Students of Std. 9 - 12 will attain a grade for their participation in the Clubs. Please do encourage your ward to select one or two clubs to actively participate in, in the coming year.

Enclosures:

1. Fee Sheet
2. Uniform Pattern Sketch
3. Bus Facility
4. Art & Craft Summer Camp
5. Sports Coaching Camp
6. Summer Boot Camp
7. Flack Memorial Scripture Memory Contest List of verses
8. New Parent Portal - edumerge
9. Compulsory Participation in Extra-curricular Activities

Jerry George Mathew
10/03/17
PRINCIPAL
CLARENCE HIGH SCHOOL