

KAMPALA KINDERGARTEN ASSOCIATION

P.O.Box 2823 K'la, Tel: 0414-342887, E-mail:kampalakindergarten@yahoo.com

Tuesday February 25, 2025

Dear Parent/Guardian,

Re: Beginning of Term I 2025 Circular

We greet you in the Lord's name and thank Him for His great love and protection during the just concluded holiday. On behalf of the Management and Staff of Kampala Kindergarten Association (KKA), we wish to welcome all the parents and pupils who have turned up for the academic year 2025. In a special way, we welcome and thank the new parents for choosing KKA to lay the foundation of your children's education. We are happy to inform you that the Term's programme has been already embarked on as outlined below:

1. TERM 1 CALENDAR OF EVENTS:

Date	Event
Monday 20 th January 2025	Staff Workshop to make the school ready for the term
Wednesday 29 th January to Tuesday 4 th February 2025	New Entrants' Orientation week.
Tuesday 4 th February 2025	New Entrants' Parents Orientation Meeting
Wednesday 5 th February 2025	Continuing Children report back to school
Monday 17 th February 2025	Commencement of Clubs' Activities
Monday 3 rd March – Friday 7 th March 2025	Curriculum Week
Monday 24 th – Friday 28 th March 2025	Open week
Saturday 12 th April 2025	Annual Sports Day
Saturday 26 th April 2025	Annual General Meeting (AGM)
Wednesday 30 th April 2025	End of Term I 2025

a) Staff Workshop

It was organized to provide the staff with a refresher session to make them ready for the learners. We commend their great enthusiasm and full involvement.

b) New Entrants' Orientation Week

The Orientation Week was intended to take both parents and children through the school system when the continuing children had not yet reported back. This is a very important period for both the new pupils and the staff of KKA. It is the time for making the starters settle in school. We are glad to report that most of these children are now used to the school and the morning crying has greatly reduced. We are trying to see that; even escorting them to classes from the entrance comes to an end.

c) Curriculum Week

As our counterparts in the implementation of the curriculum, we are organizing to hold meetings to take you through the KKA Curriculum at your child's particular level as follows:

	DAY	LEVEL & CLASSES	TIME
1	Tuesday 4 th March, 2025	Blue Level (5B, 5A, 6, 7B & 7A)	3:00pm
2	Wednesday 5 th March, 2025	Green Level (3A, 4C, 4B & 4A)	3:00pm
3	Thursday 6 th March, 2025	Red and Yellow Levels (1D, 1C, 1B, 1A, 2D)	3:00pm
4	Friday 7 th March 2025	Primary One	3:00pm

d) Open Week

Since all children are in new classes with new teachers, this term's open week will mainly focus on developing a close working relationship between the class teacher and the parent with the purpose of helping the child to progress well. Personal appointments and other details will be communicated later.

e) Annual Sports Day

During Term 1, children are engaged in many games and sports activities to help them get used to the school, they will therefore be given a chance to display some of the skills they will have acquired in the process to their parents and the community at large. We shall communicate the details later.

f) Annual General Meeting (AGM):

This will take place on 26th April.2025. Please remember, that every parent is a member and has already paid 20,000/= as subscription fee. You are therefore encouraged to formalize your membership by filling the form at the front desk. The Annual General Meeting is organized for all the registered members to discuss all pertinent issues of the school. Please dare not to miss the opportunity to make decisions for your child’s education by failing to register. The strength of KKA is embedded in her membership.

2. GENERAL ISSUES:

a) Arrival and Pick-up Time

All children are expected to arrive at school by 8:00am. Children on the half-day programme are picked from 12:30pm to 1:00pm and Children on the Day Care programme can be picked any time from 1:00pm to 6:00pm. If a child on a half-day programme is not picked by 1:00pm, he/she will be served with lunch at a cost of 7,500/= and a parent who picks the child after 6:00pm is also subjected to a fine of 5,000. However, a parent who picks the child beyond 7:00pm will be given a different fine basing on the incurred expenses.

b) Motivation work

For purposes of motivating the learners and promoting child to parent bonding, the school gives motivation work to the children as follows:

LEVEL & CLASSES	DAY
Blue Classes (5A, 5B, 6,7A and 7B) and Primary One	Monday to Friday
Green Classes (3A,4C, 4A and 4B)	Monday, Wednesday and Friday
Upper Red (2D)	Wednesday and Friday
Red Classes (1C, 1B, 1A and 1D)	Friday

Parents are encouraged to supervise the children while doing the work especially the school story books. If a book gets lost, spoiled or torn, a parent will be kindly asked to replace it.

c) Diaries

Each child has been provided with a dairy which works as a means of communication between home and school. Parents and teachers are requested to make use of them for the good of the child.

d) Clear bags

These are small plastic folders which are meant to keep the diaries and any other paper work safe from juice/water, which may be packed in the child’s bag.

e) Clubs

In reference to the Club Commitment Circular dated Wednesday February 12, 2025, the School runs the following clubs; Aerobics, Christian Network, Muslim Network, Cubs and Brownies, Piano, Ballet, Music, Dance and Drama, Home Economics and the Literacy clubs for the children of Blue and Green. The school also runs the Amazon club, Football and Chess on Saturdays of the school term for all levels including the school Alumni below 10 years old. Please refer to the club commitment circular for details.

f) Uniforms:

Most children were given a P.E and two sets of dotted school uniforms at the beginning of the term. For children who have not yet received some uniform items, the management is working hard to see that every child gets all the required uniforms. We sincerely apologize for any inconveniences caused. We also remind parents who have not yet labelled their children’s property to do so for easy identification. We also go ahead to caution parents not to jeopardize the school uniform by adding on other clothes like veils, trousers and “entalabuusi”, which are not part of it.

g) Transport Scheme

The scheme is running for all the parents of KKA who find it hard to drop / pick their children to/ from school. If you want to use the service, please contact the office for more details. For security purposes the drivers are not allowed to use the school vans as taxis. In case you find any of our vans being used as a taxi, we request you to call the Head Teacher / School Bursar on 0754087386 and 0702129916 respectively.

h) Sick Children

To avoid spreading communicable diseases, parents are kindly requested to keep sick children at home until they have fully recovered. Teachers are encouraged to provide support to the sick children at home and at school when they have reported back from sickness.

i) First-Aid Uniforms & Lost Property

Children who soil their school uniforms are given first aid uniforms which are supposed to be returned within two days. We caution parents who keep these uniforms at home to always return them to school to be used by others. We also ask you kindly to return any property which is packed in your child's bag by mistake because the owner is desperately looking for it.

j) Child Pick-up System

For security purposes, all children are given secret numbers which are used in case a parent wants to send an un-introduced person to pick the child. We therefore request all parents to pick their children's secret numbers from the Front Desk. Parents are cautioned to follow the given instructions carefully for the safety of the child. Please do not share the secret number with people you do not trust.

k) Security & Parking

Since the school has limited parking space, we kindly request parents to drive-in, drop the child at the entrance and drive-out to allow parking space for others. If you are to enter school for any reason, you are advised to park your car at the extreme ends, but not in front of any entrance. We also advise you to open your car windows as you pass by the security personnel at the Military Check-point. We request for your maximum cooperation in this matter.

l) KKA Primary One

We continue to inform you and the entire public that KKA has extended her services to the Primary level starting with P.1 this academic year (2025). We take this opportunity to thank all the parents who have entrusted us with their children and for the determination they have displayed to move with us in this transition. If you want to register, please find the details at the school front desk.

m) KKA Tot's Palace

The KKA Tot's palace (Day Care Service) for children from 3 months to 2 years is also in operation. We appreciate parents who have entrusted us with their 'Treasures' of such tender age. Interested parents are called upon to apply.

n) Communication Channels

The school communicates to parents through children's personal diaries, e- mails, school website, class WhatsApp groups, Facebook, Tiktok and school circulars. We request all the parents to provide us with your convenient channels because the school no longer gives out circulars in hard copies.

o) Children's Birthday Celebrations

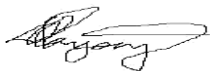
The school allows parents to celebrate their children's birthdays at school from 12:00 to 12:30pm. However, the parent must have notified the teacher two days before.

p) Children's Hair Styles

KKA allows parents to make their children hair in any styles that are smart and decent. However, of late we stopped parents from putting beads in their children's hair as it was becoming insecure and a threat to their safety. Children pick these beads and insert them in their body inlets like; noses, mouths, ears, etc. As you know removing them out may be a disaster.

We wish you a peaceful Term. God bless you.

Yours Sincerely;



**Nanyanzi Lucy
Head Teacher**