

KAMPALA KINDERGARTEN ASSOCIATION

P.O.BOX 2823 K'LA, TEL: 0414342887, Website: www.kampalakindergarten.com E-mail: kampalakindergarten@yahoo.com,

Date: Tues. 18th June 2024

Dear Parent/Guardian,

Re: Beginning of Term II of 2024 Parent's Circular

We thank God who has enabled us to reopen the school for yet another Term. The Management and Staff of Kampala Kindergarten Association, wishes to welcome you back to school. The term has started well and on behalf of the school management, I wish to communicate the following issues to you:

1. TERM II CALENDAR OF EVENTS:

Mon. 20 th – Tue 28 th May 2024	Staff Workshop – Preparation for Term II 2024
Wed. 29 th May 2024	Children Reported Back
Mon. 17 th – Fri. 21 st June 2024	Taking Class & Club Photos
Mon. 1 st – Fri. 5 th July 2024	General Education Trips
Mon. 17 th – Fri. 21 st July 2024	Open Week
Sat. 10 th Aug 2024	Literacy Exhibition
Wed. 21 st August 2024	End of Term II 2024

a) Children's Class and Club Photos:

We are organizing to take Class and Club photos as scheduled below:

DATE	CLASS & CLUB
Tue. 18 th June 2024	Yellow & Red (Classes 1D, 1C, 1B, 1A, 2D and Clubs (MDD & Piano)
Wed. 19 th June 2024	Green Classes (3A, 4C, 4B, 4A and Clubs (Cubs and Brownies, Christian Network)
Thur. 20 th June 2024	Blue Classes (5B, 5A, 6, 7B, 7A and Clubs (Bullet & Aerobics)
Fri. 21 st June 2024	Twins in all classes and Clubs (Muslim Network & Home Economics)

For record purposes, every parent is encouraged to take 2 copies of the group photos in which your child will appear at a cost of UGX 3,500/= per pair (one big and one small). Parents are advised to pay in advance; photos will be printed for only those who will have paid earlier. For further inquiries, contact the Class teachers.

b) Educational Trips:

As a way of helping the children to explore more of the environment and to physically see what they learn about during classroom lessons; the school is organizing Educational trips for the children at their different levels. Parents will be required to contribute UGX 20,000/= towards the entry charges. Parents who will need photos are requested to book with the teachers at a fee of UGX 2,500/= per photo before the trip. More details about this will be sent to you on a later date.

c) Open Week:

As usual, every parent will be given an appointment to discuss the child's progress with the Class teacher and where necessary find means of helping the child to improve further. Details will be communicated later.

d) Literacy Exhibition:

The school is organizing a Literacy Exhibition this year under the theme "Effective Planning Promotes Reading and Writing" which has been derived from the Theme of the Year; "Effective Planning Leads to Excellence". Details will be communicated in due course.

2. GENERAL SCHOOL TIMETABLE:

a) Physical Education (P.E)

Physical education is carried out at KKA as follows:

Yellow & Reds Classes (1D, 1C, 1B, 1A & 2D)	Monday & Friday
Greens Classes (3A, 4C, 4A & 4B)	Tuesday & Thursday
Blue Classes (5A, 5B, 6, 7A & 7B)	Wednesday & Friday

With the exception of the Cubs and Brownies who wear their clubs' uniforms on Mondays and Wednesdays, every child is expected to wear his/her Sports uniform and canvas shoes on his/her respective P.E days. A child, who is not dressed appropriately, will not be allowed to take part in P.E lessons.

b) Swimming Lessons:

Day	Morning	Afternoon
Monday	Classes 3A and 7B	Class 7B
Tuesday	Classes 1A, 4C and 5A	Classes 4C & 5A
Wednesday	Class 1D, 1C, and 6	Classes 6 & 3A
Thursday	Classes 1B, 2D and 5B,	Classes 5B & 4B
Friday	Classes 4A, 4B and 7A	Classes 4A & 7A

A child without a swimming costume will not be given a chance to swim.

c) Clubs:

The school runs the following clubs:

SN	CLUB	SUBSCRIPTION	UNIFORM	DAYS
1	Cubs and Brownies	30,000/=	50,000/=	Monday & Wednesday
2	Christian Network	30,000/=	-	Monday & Wednesday
3	Aerobics	30,000/=	-	Monday & Wednesday
4	MDD	30,000/=	-	Tuesday & Thursday
5	Piano	50,000/=	-	Tuesday & Thursday
6	Ballet	50,000/=	80,000/=	Tuesday & Thursday
7	Moslem Club	50,000/=	-	Wednesday & Friday
8	Home Economics	50,000/=	30,000/=	Friday
9	Amazon Club	120,000/= (Termly) 160,000/=(Holiday) (including break meal & lunch)	60,000/=	Saturday (during Term) Mon – Fri (during Holidays)

Apart from the Muslim club which takes place from 8:00am – 9:30am on every Wednesday and Friday, the time for the rest of the club activities is from 2:00 pm - 3:00pm.

The Amazon is a multi – skills club which is conducted on Saturdays during the term at a cost of UGX 120,000/= per term from 9:00am to 4:00pm. The club also operates during holiday from Monday to Friday (9:00am-4:00pm) at a fee of 160,000/= Amazon club is open for all the levels (Yellow, Red, Green, Blue) and the alumni of KKA below 10years. The Club has also started to supervise the children’s homework at an extra fee of 50,000/= during the term and 70,000/ during the holidays. However, this service is free for the KKA children. For more details, please contact the Teachers on 0700678627/ 0789815254/ 0754087386/0789263916. However, the Saturday swimming lessons are still available at UGX 10,000/= (11:00am to 1:00pm).

d) Motivation work:

This work is given at school to be done by the child at home under the supervision of the parent. It is intended to involve the parents into their children’s education. It also helps to reinforce and motivate the learner for the already taught and yet to be taught topics. Below is the table showing when it is given out:

Level/ Class	Days
Yellow and Red Lower – 1D, 1C, 1B & 1A,	Friday
Red and Green –2D, 3A, 4C, 4B & 4A,	Monday, Wednesday & Friday
Blue – 5B, 5A, 6 7B & 7A	Monday - Friday

The parent should Feel free to communicate her/his observations in the child’s diary for the teacher’s further attention.

e) Library books:

While all children get a chance to visit the library during their reading lessons, the children of Blue level are given an opportunity to borrow library books to read at home. However, in case a book gets lost or spoilt at home, the parent will be asked to kindly replace it in kind or cash through the office.

f) Holiday Motivation work:

All children were given holiday motivation work at the end of Term 1 2024. However, some children have not yet returned it for marking. Parents are reminded to return it in the child's school file. Children who have not yet presented their project work are also reminded to do so.

3. GENERAL ISSUES

a) Military Check Point:

While Kampala Kindergarten Association is privileged to be located within the vicinity of the Uganda National Security Organs, we have noted that some parents are not comfortable with the check-up done by the officers at the **Check-Point**, which normally causes conflict between the two parties. Since this may in the long run affect us as a school, we are requesting you to be cooperative and compliant.

b) Parking

We are thankful to the Management of KCCA for working upon our road. However, we still have limited space for parking and therefore urge parents who park and leave their cars outside the school to stop it before their cars are clumped by the security personnel in charge. We have also noticed that some parents park and remain in their cars while sending siblings to pick their little ones from class in the evening. This is risky because it exposes children to moving on the road while unattended to. We therefore request the parent to go to class and sign for the child from the teachers. Maximum cooperation in this matter will be appreciated.

b) School Dues:

All parents are expected to have made full payment of the school dues by the start of the term. No child will be allowed in class before paying all the school fees by **June 21 2024**. We thank you in advance for your cooperation.

c) First Aid Uniforms:

We kindly request parents who are still keeping First Aid uniforms to return them to the Class teachers. Parents, who will fail shall be kindly asked to pay for them.

d) Lost Property:

We humbly request all parents to check in your homes for any property which does not belong to you, it may have been packed in your child's bag by mistake. The owner is desperately looking for it. Remember, today it is someone else, tomorrow it may be you trying to recover your property. Therefore, your cooperation in this matter will highly be appreciated.

e) Secret Security numbers:

Every parent of KKA is required to have a Secret Security Number for the child. Parents who do not have the numbers yet are requested to pick them from the School front desk where you will be guided on how to use them. The school will not give children to strangers who will not have gone through this system.

f) Online Communication:

In order to minimize printing and photocopying expenses, it was agreed that the School general communication be sent to parents in soft copies. We therefore request parents who do not get our communication on any of the following media to come and see the person that sits on the front desk; the Class WhatsApp groups, School Facebook page, the school Website, Short Message Services (SMS) and Emails. Your cooperation in this matter will be highly appreciated.

g) Admission:


The general public is informed that Admission for the academic year 2024 and 2025 is still going on at the school front desk.

h) Day Care:

We are happy to inform you that the Day Care Class (Tot's Palace) of 3 -24 months started last Term and it is in full operation. We thank the parents that have entrusted us with their children especially the parents of Baby Anthony who was the pioneer at 3 months.

We wish you a peaceful and successful term. God bless you.

Yours Sincerely,


Nanyanzi Lucy
Head Teacher