



END OF TERM TWO NEWSLETTER- APRIL 11, 2019.

Dear Parent/Guardian,

Introduction:

We are excited that this term comes to a successful end on April 11, 2019. We thank you all for your continued support and cooperation.

ECDC Parent Teacher Night/Art Exhibition:

The ECDC held its first Parent Teacher Night and Art Exhibition on March 8, 2019 and April 12, 2019 respectively. The two well attended events gave opportunities to both staff and parents to share ideas on meaningful ways to support children. They were also guided on how to unearth their creative abilities from infancy and also inspire them on their educational journey. We thank all those who made it to the events, and encourage others who could not attend to try and honour our subsequent invitations.

Open Day/Parents Consultation Meeting:

This term's whole school Open Day/Parents' Consultation Meetings which took place on March 14-15, 2019 recorded a 50% turnout. We are grateful to those of you who attended and expressed their appreciation to both management and staff. All comments and concerns are well noted, and will be given due attention. We wish to reiterate that Open Days offer you an opportunity to check on your wards' progress; so we encourage you all to show up whenever we extend invitation to you in that regard. We always give ample warning via the academic calendars released for the whole academic year.

Re-opening for Form 3 students:

The Form 3 students will resume school for Term 3 on April 23, 2019. The two-week period will run a regular school schedule at the Annex. Therefore, all students must report to school latest 7:00am and pay their Term 3 school fees (at the bank). Formal lessons start at exactly 8:00am and ends at 3:30pm. We expect all students to pay their **fees in full** before entering the classroom.

Pre-registration fee for 2019/20 Academic year:

For effective planning and budgeting, management requests that you pre-register your wards for the 2019/20 Academic year with an amount of **GHs 200**. The deadline for payment is **July 25, 2019**.

Fee Policy:

Management wishes to remind you that the 50% Payment Policy still holds, and all payment must be made strictly through **ADB Bank** or by **MTN** mobile money.

We therefore encourage you all to settle the fees of your wards on time. The Bank tellers will be on site during the first week after re-opening from vacation and Mid-term break. Clients who pay through **ECOBANK** may continue to do so. (**ECOBANK Account No. 0060134409211501**)

Mid-term break & examinations:

This year's Basic Education Certificate Examination (BECE) begins on Monday, June 10, 2019 and ends on Friday June 14, 2019. There shall be **NO** school within the one-week period of the BECE. All pupils/students (P1-F2) will write Assessment Test 1 and have Project Work in Integrated Science, Akuapem Twi and R.M.E. instead of Mid-Term examinations. They will also write a test on one of the Supplementary Story Books that they were supplied with. (Please encourage your wards to read them.)

Application for Entrance Examination & Admission:

There will be entrance examinations for all new applicants who wish to enroll in 2019/20 Academic Year from **June 10-14 2019** and **June 24-28, 2019 at 9:00am**. All applicants are to pick an examination application form at the Main Office.

KG Graduation:

In view of our restructuring towards quality teaching and learning at the ECDC, we have placed the KG under the direct supervision of a specialist at the department. Therefore, we shall hold our 1st graduation ceremony to transition them to the Primary on **Friday July 19, 2019**.

F.2 Excursion out of Accra:

Reference to our Term 3 calendar indicates Educational Tour on June 28, 2019 for the whole school. To be specific, students in JHS 2 will embark on a **three-day** tour to the Volta Regional capital and its environs from June 28-30, 2019. It is a compulsory educational programme for all students. Therefore, we wish to notify you well ahead of time to make preparations towards it.

Late pick-ups of wards:

In exception of some staff that close at 4:30pm due to weekly duties, our official closing time is 4:00pm on both compounds. We therefore want to inform those of you who pick up your wards after 5:00pm to pay a daily amount of **GHS 5.00** effective next term. This is to enable management to offer your wards some snack, and also pay a staff to take care of them while they wait for you.

Road Construction:

Management is delighted to inform you that construction of the roads in our neighbourhood has begun in earnest. We therefore appeal to you all to be mindful and drive cautiously when approaching the school.

Verbal attack on staff:

Management once again wishes to remind you all that, it is unacceptable to either verbally or physically abuse any member of its staff. We had witnessed occasions when some aggrieved parents/guardians visited the school to verbally attack some members of staff for different reasons. As a human institution, we might face some challenges in some instances and therefore implore you to exercise patience, and seek redress at the appropriate office in such matters. It is our hope that such incidents do not re-occur.

Fraudulent Phone calls:

We humbly advise that you first verify from us in case you receive a phone call from anybody from the public that your ward is either seriously sick or injured in school, before bending to whatever demand a caller might make from you. We received a number of phone calls from some troubled parents/guardians who enquired whether their wards were rushed from school to hospital for emergency treatment or not. This is because those parents had earlier received distress phone calls from some nefarious members of the public who tried to defraud them. In order not to become a victim, kindly contact us on **0303 971326** (Annex) or **0303 977615** (**Main school**).

Terminal Reports:

Terminal reports will be ready by May 3, 2019 and will be put on our website for you to access by using a code which we shall text to you afterwards.

Conclusion:

We shall resume for Term 3 on May 7, 2019. Management has revised our Term 3 Programme of Activities which was initially put on our website since the beginning of the academic year, and therefore respectfully requests that you study it, and update yourself as the term progresses.

It is compulsory for all pupils/students in P.4 to F.2 to attend **Clean-up Exercise** on Monday, May 6, 2019.

Further details can be found on the school website at www.crownprinceacademy.edu.gh or email info@crownprinceacademy.edu.gh

We wish you all a happy holiday, and our Christian clients, **A HAPPY EASTER!**

Thank you.

Management