



TAVUA COLLEGE

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PRINCIPAL: VIKASHNI SHARMA

MANAGER: MOTI CHAND

Ref. 02/2024

Dated Tuesday 2nd April, 2024

"Speak to your children as if they are the wisest, kindest, most beautiful and magical humans on earth, for what they believe is what they will become." Brooke Hampton

Dear Parents and Guardians,

Greetings to you from Tavua College.

There had been challenging times in the recent past and we are glad that we have moved forward with positivity. We the Administrators value your contributions and never ending support to the College.

Kindly note the following announcements:

1. Strategies to Cater for Lost Teaching Time due to School Closure

Teachers had been briefed to provide simplified photocopied notes to students with thorough explanation. We have also increased the classes to one hour and once weather clears, there will be afternoon classes should teachers need extra time to do the required coverage. Parental consent will be taken for any extra classes.

2. Topic Tests 1 and 2

The students have completed Topic Test 1, results had been analyzed and remedial work conducted. The Topic Test 2 will now be conducted in week 13. We will be organizing parental intervention for students who have not worked according to the expected standards. This will be based on their Topic Test 1 results.

The proposed dates for the Parental Information Sessions are as follows:

- Year 12 – Week 11 Thursday (11/04/2024)
- Year 13 - Week 11 Friday (12/04/2024)
- Year 9 to 11- the Parent Teacher Interview will be conducted after Mid –Year Examination.

We, therefore request you all to make these meeting sessions your priority.

3. Teaching and Learning as Core Deliverable

The teachers are continuously guided and monitored so that the teaching and learning remains the top priority. Parents and Guardians are once again reminded that **attendance** and **punctuality** are pivotal to students' success. For any academic issues, do feel free to visit any of the administrators and we will be there to assist you.

4. 2024 Examination Dates (as per MOE Circular 46/2024 and School Assessment Plan)

Examination	Level	Week/Term	Examination Dates
Mid-Year Examination	Years 9,10,11,12 & 13	Week 6 (Term 2)	24 – 28 June
Annual Examination	Years 9, 10 & 11	Week 11 (Term 3)	18 – 22 November
	Years 12 & 13	Week 6 (Term 3)	14 – 18 October
Fiji Year 12 Certificate Examination	Year 12	Week 10 & 11 (Term 3)	12 – 22 November
Fiji Year 13 Certificate Examination	Year 13	Week 8 & 9 (Term 3)	28 October – 8 November

5. School Policies

In our last issue we had emphasized on the Policy on Behavior Management, Mobile and Child Protection Policies.

Just be humbly reminded that mobile phones are strictly prohibited at the College. We also urge all parents and guardians to strictly monitor the use of mobile and social media platforms by students at home. Be aware of the friends and chat groups that the children are part of. It has been noted that students mostly engage in unnecessary chats after hours and bring any rivalry at school. While the teachers and the school make every effort to counsel and create awareness, we seek parental support in terms of vigilant supervision at home.

Other Policies and Standard Operating Procedures to Note are:

- Policy on Anti-Bullying; There is **zero tolerance on bullying and parents and guardians are to visit the school if the child mentions about any kind of bullying at school.**
- Policy on No Corporal Punishment- **the College disapproves any form of Corporal Punishment.**
- Awards Criteria-Mid-Year Examination (*Please find enclosed*).
- Policy on Drugs and Substance Abuse
 - i. All cases of illegal drugs will be promptly reported to police. According to the School's Behavior Management Policy, the student (s) will be immediately suspended until the full investigation gets completed keeping in mind the safety of the other students. In such cases, parents and guardians will be informed of the decision and Ministry of Education notified.
 - ii. For other indiscipline cases; immediate parental intervention will be called for with stern warning given as per the policy. Second offence will warrant suspension and thereafter, the student (s) may be asked to clear from school.
- SOP on Early Release of Students During Adverse Weather
 - i. Parents and Guardians are to use their discretion if there is high probability of flooding. If the students are in school kindly make an effort to call office and assist school in getting the children back home safely.
 - ii. The students will only be released early if RSL and Bus Service providers are willing to make the trip in the flood prone areas.
 - iii. It will be greatly appreciated if Parents/Guardians could make alternative arrangements with the family members who may be staying nearby and inform school accordingly.
 - iv. The school has been taking all possible precautionary measures while releasing students but we need support from the Parents and Guardians. There are at times financial implications for school as well when carriers have to be arranged to send students.

6. Zonal Athletics Competition and Coca Cola Games

- i. Tavua/Vatukoula/Nadarivatu Zonal Athletics Competition will be held at Garvey Park from 4th to 5th April. The students will be allowed to witness the event on **Friday, 5th April** only. A detailed Consent Form will be issued by the school for your approval. **Students will be coming in proper school uniform to school first and are not to carry any electronic gadget.**
- ii. **Only students who will meet the Qualifying Standards set by the Coke Games Organizers will be permitted to participate in this year's Coke Games from 2nd May to 4th May. The Powerade National Torch Relay Team will be at the College on Tuesday, 9th April, 2024 at 3.00pm.**

7. Sporting and Other Extra Curricular Activities

The College promotes holistic development and encourages students to participate in all MOE approved competitions and events.

Finally, let us all work together as a team and provide the best needed support and guidance to our students so that they are able to fulfill their dreams.

We also thank all our stakeholders for their continued support and our heartfelt condolences are with those who are associated with Tavua College and have lost their loved ones.

God Bless Us All.

Thanking you.



.....
Mrs. Vikashni Sharma
Principal



.....
Mr. Anilesh Narayan
Vice Principal



.....
Mr. Ravin Lal
Assistant Principal

TAVIA COLLEGE
MID-YEAR AWARDS – 2024
CRITERIA FOR ACADEMIC AWARDS

AWARD	WHO GETS THE AWARD	CRITERIA
TOP 10 SCORERS AT EACH LEVEL.		
1. TOP 10 STUDENTS YEAR 9	Top 10 students at Year 9 level.	<p>➢ 100% of Mid-Year Examination</p> <p><u>Note:</u> Aggregate Marks as per the MoE guidelines will be used. I.e. A pass in English + Best 5 subjects (Aggregate of 80% and above; minimum qualifying mark of 480/600).</p>
2. TOP 10 STUDENTS YEAR 10	Top 10 students at Year 10 level.	<p>➢ 100% of Mid-Year Examination</p> <p><u>Note:</u> Aggregate Marks as per the MoE guidelines will be used. I.e. A pass in English + Best 5 subjects (Aggregate of 80% and above; minimum qualifying mark of 480/600).</p>
3. TOP 10 STUDENTS YEAR 11	Top 10 students at Year 11 level.	<p>➢ 100% of Mid-Year Examination</p> <p><u>Note:</u> Aggregate Marks as per the MoE guidelines will be used. I.e. A pass in English + Best 3 subjects (Aggregate of 80% and above; minimum qualifying mark of 320/400).</p>
4. TOP 10 STUDENTS YEAR 12	Top 10 students at Year 12 level.	<p>➢ 100% of Mid-Year Examination</p> <p><u>Note:</u> Aggregate Marks as per the MoE guidelines will be used. I.e. A pass in English + Best 3 subjects (Aggregate of 80% and above; minimum qualifying mark of 320/400).</p>
5. TOP 10 STUDENTS YEAR 13	Top 10 students at Year 13 level.	<p>➢ 100% of Mid-Year Examination</p> <p><u>Note:</u> Aggregate Marks as per the MoE guidelines will be used. I.e. A pass in English + Best 3 subjects (Aggregate of 80% and above; minimum qualifying mark of 320/400).</p>
6. OUTSTANDING PERFORMANCE	Year 9 – 13 Students who scored an aggregate of 80% and above AND were not part of the Top 10 Scorers in the Mid-Year Examination	<p>➢ 100% of Mid-Year Examination</p> <p>Aggregate Marks as per the MoE guidelines will be used. I.e. A pass in English + Best 5 subjects (for Y9/10) A pass in English + Best 3 subjects (for Y11-13) (Aggregate of 80% and above)</p>
7. YEAR AWARD – YEARS 9-13	GOLD AWARD	The Year has attained an overall aggregate pass rate of 80% and more in the Mid-Year Examination
	SILVER AWARD	The Year has attained an overall aggregate pass rate of 64% - 79% in the Mid-Year Examination
	BRONZE AWARD	The Year has attained an overall aggregate pass rate of 50% - 63% in the Mid-Year Examination
8. DEPARTMENT AWARD	GOLD AWARD	The department has attained an overall pass rate of 80% and more in a particular level
	SILVER AWARD	The department has attained an overall pass rate of 64% - 79% in a particular level
	BRONZE AWARD	The department has attained an overall pass rate of 50% - 63% in a particular level