



TAVUA COLLEGE

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Ref. 01/2024

Dated Friday 9th February, 2024

Excellence in Education Requires the Input and Dedication of the Teacher, Student and Parents.... When One of the Three Fails to Participate, the Balance is Thrown off and Maximum Results Aren't Met - Special Ed Resource.Com

Dear Parents and Guardians,

We, the Administrative Team, the School Management Committee and the Teachers would like to sincerely express our thanks and appreciation to you all for ensuring a timely return of the students for 2024 academic year. We also acknowledge the neat manner in which the students have been coming to school. The preparation at your end is highly commendable. With the new academic year commencing on 29th January, the College wishes to bring to your attention few important announcements and reminders. These are as follows:

1.0 Ministry of Education Vision and Mission

Kindly take note:

Vision-Empowering Fiji's Future: Nurturing innovative, lifelong learners and enriching lives through quality education delivery for all.

Mission: To cultivate holistic, relevant and inclusive learning experiences benchmarked to global best practices that empower independent, responsible and critical learners enabling them to effectively adapt and address the nation's changing socio-economic needs and enrich the nation's future.

Our Vision

Producing Well Cultured and Productive Citizens for Sustainable Fiji.

Our Mission

To prepare all students to contribute to all sustainable and progressive nation through holistic and empowering education that appreciates and embraces the unique values of all its citizens.

2.0 School Term Dates

Terms	Start	End	Weeks
Term 1	29 January	03 May	14 weeks
Term 1 Break	06 May	17 May	2 weeks
Term 2	20 May	23 August	14 weeks
Term 2 Break	26 August	06 September	2 weeks
Term 3	09 September	06 December	13 weeks
Term 3 Break	09 December	24 January	7 weeks

3.0 Teaching and Learning

The Teaching and Learning has commenced from Day 1. Teachers have been advised on the contents and assessments for this academic year. Students are required to keep their work up to date and to seek assistance from the Subject Teachers if they are absent for genuine reasons. In such cases, concerned students will be provided with photocopied notes. For this, the approval has to be sought from the Principal or the Vice Principal. It will be appreciated if Parents/Guardians can inform the school about the students being absent from school.

4.0 Assessments

The Teachers will conduct Topic Tests in week 7 and 13. This will assist the Subject Teachers in identifying the learning gaps and re-strategize to help students.

5.0 Year 9 Revised Curriculum for English and Mathematics

5.1 MOE *Circular 10/24* – stipulates revised curriculum for English at Year 9 level. A staggered approach has been taken by the Ministry of Education to roll out the revised curriculum implementation. Tavua College will implement this in Term 3 (Batch 2 schools). Details about the assessments will be communicated to Parents later. Therefore, in Terms 1 & 2, we will continue to follow the 2023 curriculum. However, the reading culture has to be strengthened and for that, the students will be required to READ materials provided by teachers during their Form Time daily.

5.2 Year 9 Mathematics

- Tavua College is one of the pilot schools to implement revised Mathematics syllabus from week 3 of Term 1.
- There will be only six strands in Year 9.
- Both formative and summative assessments will be conducted. In Term 1, week 4, a short test will be conducted to gauge the Mathematics knowledge of students.

6.0 External Examination Results 2023

FY12CE - The school attained **89%** pass with **387/400 marks** as the **highest score by Riashna Kumar**.

71 students scored more than 300 marks with 5 students scoring more than 370 marks.

FY13CE- The school attained **99%** pass with Riya Ritu Kumar scoring the **highest score of 382 marks**. **61 students had more than 300 marks and 5 students had scored above 370 marks**. Riya Kumar will pursue her Bachelors Degree in Actuarial Science at Monash University in Australia under Overseas Merit Based Scholarship.

7.0 Back to School Support for Students

The school is much thankful to the Government for the \$200 assistance for eligible students. This has really helped us as students are adequately resourced and almost everyone is complying with the School Dress Code.

8.0 Transport Assistance

All eligible students were required to apply. For any transport issues, the students are to notify their Year Teachers. Parents/Guardians may also visit the school to seek assistance.

9.0 Care of School Text Books

All students have been issued with the Text Books. The students are mandated to take care of the Text Books. **Any lost books have to be paid for or replaced at the end of the Year**. We humbly request our Parents and Guardians to also check the student's Text Books at home more often as we have noted that during the Book Return process, parents are not aware that the student has lost Text Books. Text Books are issued free of charge and are made available by the Ministry of Education. The students are just required to take ownership and be responsible.

10.0 Project Work

The Parents and Guardians are advised that subjects that have project components, the school facilitates resources, internet access and the printing costs. Therefore, no student is to bring any ingredients for Home Economics classes particularly or go to town on weekends to type and complete projects.

11.0 School Policy on Mobile Phones

Parents and Guardians are advised that students are not permitted to carry mobile phones or any other electronic gadgets to school. However, for genuine cases, prior approval has to be sought from the School Principal.

12.0 Policy on Behavior Management

The school has a Behavior Management Policy aligned to MOE's Policy. Important aspects to note:

- For all disciplinary issues, the School's Internal Disciplinary Committee investigates and makes suitable recommendations to the Principal. In most instances, the students are counselled and parental intervention is sought.
- For Grade 1 Offences which include Illegal Substances (possession or use, intent to supply), Substance Abuse (Possession or use, Intent to supply), Verbal abuse or Harassment, Bullying (including Cyber bullying), Physical Assault or Intimidation, Sexual Assault, Inciting Mass Disobedience or Revolt, Willful Offence against property, Disrespectful Behavior in Towns/Public Places including buses and during excursions warrants the intervention of the External Disciplinary Committee. In such incidents, the School works with the Senior Education Advisor, Ba/Tavua Education District Office, Social Welfare Department and the Police Personnel. In such cases, the student(s) can be suspended or asked to relocate. Parent/Guardian is engaged in the entire process.

13.0 Policy on Child Protection

- The MOE and the school shall take all appropriate measures to protect children from all forms of abuse, neglect and exploitation.
- The school's Child Protection Officer works with the Principal in all child protection issues.
- The parents are informed and referral is made to Social Welfare Department.
- An update is sent to SEA Ba/Tavua Education District Office.

14.0 Policy on Tavua College Student Council-Important clauses

- The selection of school and head prefects shall be based on the School Prefects and Head Prefects Nomination and Selection Criteria.
- The appointment of a prefect is valid only for the current academic year.
- The Administration reserves the right to exclude candidates from the list supplied by the Prefects Investiture Committee.

15.0 School Policy on Attendance and Punctuality

15.1 Attendance

- 1 or 2 days' absence; Year Teacher to call parent/guardian.
- Consecutive 3 days' absence; Year Teacher reports to Assistant Principal to follow up.
- Consecutive 4 days' absence to be reported to Principal by the Assistant Principal for referral to Social Welfare intervention (unless parent/guardian provides a genuine reason).

15.2 Punctuality

- Any time after 8.00 am is regarded as late arrival unless bus reaches late.
- Frequent late arrivals (4 times and beyond in a fortnight) will ensue parental engagement.

16.0 Health Promoting School [HPS]

The School will continue its effort in promoting the health and well-being of our students. Our HPS Committee will implement its activities in the three focus areas of Diet and Physical Activity, WASH and Mental Health. It is encouraged that students carry a water bottle and eat a balanced diet including fruits to keep themselves healthy and well.

17.0 Upcoming Events

- i. Prefects Investiture Ceremony – Week 3 Friday (16/02/2024)
- ii. Inter House Athletics – Week 5 Friday, 1st March.
- iii. Zonal Athletics – Week 8 Thursday, 21st March to Friday, 22nd March.
- iv. Coke Games – Week 14, from Thursday 2nd May to Saturday 4th May. (Only students who will meet the qualifying standards for Coke Games will represent.)

18.0 Awards Criteria

The school will continue to honour our High Achievers (Top 10 Scorers at each level). Awards will also be given to students scoring 80% and above in aggregate with a pass in English to meet the passing point at each level.

19.0 Working in Partnership

We look forward to working in partnership and will appreciate if Parents and Guardians can clarify with School if there are any pertinent issues. We also request the Parents and Guardians to closely monitor the students at home, do provide them with a conducive learning space and ensure to be vigilant on the student's usage of the social media platforms. Kindly prioritize students' attendance and punctuality to school. Do avail for Parental meetings when called for and provide the much needed support to the school so that together we can help "Our Students".

Finally, our sincere condolences are with those who are associated with Tavua College and have lost their loved ones this year.

God Bless Us All.

Thanking you.



.....
Mrs. Vikashni Sharma
Principal

A handwritten signature in blue ink, appearing to read "Anilesh Narayan".

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Mr. Anilesh Narayan
Vice Principal

A handwritten signature in blue ink, appearing to read "R. Lal".

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Mr. Ravin Lal
Assistant Principal