August 2014

Dear Parents,

It gives me great pleasure in welcoming you and your children back to school after the summer vacations. Holidays offer a great opportunity to parents to spend quality time with their children and I am sure you would have taken advantage of this occasion to the fullest.

It is needless to emphasize that school’s efforts have to be supplemented by parental guidance and support. Time spent at school alone is insufficient to cater to the varied emotional and academic needs of young children. School’s resources and parental involvement is a unique combination in ensuring the sustained growth of children into mature adults.

I would also like to welcome new students and their parents joining us this year along with those who have been promoted to the Junior School from our Pre School. Parents who have

been with us are fully aware of the school norms, but for the newer ones I would like to mention that we take great pride in instilling discipline in our students. In school certain formalities have to be observed and I am sure that you would co-operate with us in this regard.

Like every year, I would like to highlight my usual reminders at the start of the term.

Traffic/ Car Parking

Parents are reminded that they should pick up their child immediately after school hours. Please DO NOT park the car in the middle of the road or directly in front of the school gate. Cars must be parked in the ground opposite the school.

Security Gates

We have noticed that parents tend to
congregate near the school gate. In the interest of the safety of the children, parents are kindly requested to leave the school premises as soon as they collect their child.

Cooperation with the Staff on Duty

It is my humble request to all parents to instruct their drivers to co-operate with our staff on duty especially in the morning and home time in order to have a smooth flow of traffic.

Students ID Cards

School ID cards for all students have been issued. You are requested to use only one card to pick up your child, cooperate with us and understand that students will not be allowed to leave with anyone, unless the ID card is shown to the staff on duty or the gate keeper.

This rule will be strictly reinforced even if the staff on duty happens to know the person picking up the child.
We can allow some exception to the above rule through the issuance of Pink Slip after the necessary security clearance.

This facility can only be availed with a penalty of **Rs.200**, which will have to be paid at the time of issuing the pink slip.

I appreciate that these are extreme measures but the current security situation necessitates that we follow these rules strictly.

Please note that the school follows a zero tolerance on any intimidating behaviour towards staff, particularly administrative and maintenance. This staff provides substantial support to the safety and security of your children. They also help and assist you in following school rules, so rude behaviour towards them should be avoided.

**Cell Phones / Money**

It is quite disturbing for me to find students carrying expensive cell phones and or large amounts of money on the school premises.

Kindly note, any cell phones found on the school premises will be **confiscated** and only **returned at the end of the term**.

**School Timings**

At BAY VIEW JUNIOR SCHOOL, this policy has been developed to emphasize the importance of each student being in the classroom for the entire period, as well as arriving on time to school every day. Learning the responsibility of getting to class on time is an integral part of BVH’s standard of excellence, which prepares students for success.

School begins at **7:50 a.m.** Beginning the day promptly is important and demonstrates commitment to success.

**Tardiness**

If students come after **7:50 a.m.** they need to get a tardy slip from the front office. **The maximum allowance is three times as per the school’s rule.**

Tardiness to school will be unexcused even if the student is accompanied by the parent. Excuses such as over sleeping, car/traffic problems, etc. **will not** be entertained.
Homework is generally a reinforcement of the work carried out in the classroom, so that students do not forget what they have learnt. Normally, the homework would be completed within the allotted time given by the class teacher. However, if you find your child is spending more than the allotted time, please do not hesitate to inform the class teacher by writing a note in your child’s H.W. Diary.

Birthday Celebrations

If your child is celebrating birthday and you intend to send a cake it would be appreciated if you could let us know in advance so we can make the necessary arrangements. Also if you require the class list of the students in your child’s class please inform the class teacher at least two days in advance.

Extra – Curricular Activities

As usual we would be planning a number of extra curricular activities and field trips, details of which would be provided to you nearer the time. However, I must emphasize that these activities will be contingent upon the security situation.

After School Activities (ASA)

ASA is an organized programme which invites your child to participate outside of the traditional school curriculum. These are in-house classes held after school hours to identify and develop your child’s talents in different fields.

Learning Support Programme (LSP)

This programme was devised to support our “No Tuition Policy”. This successful programme was initiated in 2000 to give extra academic support to our students in English, Urdu, Mathematics and Time Management.

New Developments

I’m very pleased to inform you that both the I.T Labs have been renovated. This will go a long way in using modern tools in education system.

In the end, I wish you all the very best and hope that the school will come up to your expectations. If there are any issues that you need to discuss personally with me or any other staff member please feel free to call my secretary Ms. Cheryl Leo for an appointment.

Looking forward to you full support and co-operation.

Sincerely yours,

Aamira Sayeed
Principal
Meet Our Faculty

Administration
Ms. Karen Ahmed – Director of Studies
Ms. Aamira Rizvi (Sayeed) – Principal
Ms. Asma Lotia – Vice Principal
Ms. Najia Fahad – Academic & Admin Coordinator
Ms. Sadia Naqvi – LT Coordinator & Admin Support
Mr. Arsalan Ahmed – Accountant
Mr. Shoaiob Moosa – Office Assistant
Ms. Fariha Mustafa – Admin Support
Ms. Cheryl Leo – Receptionist
Mr. Terence D’souza – P.E Teacher & Admin Support
Mr. Angelo Pereira – LT Teacher & Admin Support

Ms. Aamira Rizvi
– Principal
Ms. Asma Lotia
– Vice Principal
Ms. Najia Fahad
– Academic & Admin Coordinator
Ms. Sadia Naqvi
– LT Coordinator & Admin Support
Mr. Arsalan Ahmed
– Accountant
Mr. Shoaib Moosa
– Office Assistant
Ms. Fariha Mustafa
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Ms. Fariha Mustafa
– Admin Support
Ms. Cheryl Leo
– Receptionist
Mr. Terence D’souza
– P.E Teacher & Admin Support
Mr. Angelo Pereira
– LT Teacher & Admin Support

Ms. Saniah Haque
– Mathematics (I – V)
Ms. Nabial Hasany
– Urdu Coordinator

Floor Coordinators
Ms. Nida Shahbaz – Class I
Ms. Rahila Muhammad – Class II
Ms. Mobina Soni – Class III
Ms. Saniah Haque – Class IV
Ms. Durr-e-Shahwar Baluch – Class V

Teaching Staff
Class I North
Ms. Anila Aftab / Ms. Mubaraka Lotia

Class I South
Ms. Annie Shoaib / Ms. Jennifer Inayat

Class I East
Ms. Nida Shahbaz / Ms. Komal Nasir

Class II North
Ms. Rahila Muhammad / Ms. Fatima Haroon

Class II South
Ms. Hina Kothari / Ms. Samantha Joseph

Class II East
Ms. Shireen Sohail / Ms. Mala Rajesh

Class II West
Ms. Ambreen Faisal / Ms. Kanwal Panhwar

Class III North
Ms. Fatima Behjat / Ms. Rabiya Ahmed

Class III South
Ms. Mobina Soni / Ms. Nousheen Naseem

Class III East
Ms. Hina Junaid / Ms. Rukhsar Lari

Class IV North
Ms. Naila Mohsin / Ms. Fatima Riaz

Class IV South
Ms. Saniah Haque / Ms. Naveeda Azhar

Class IV East
Ms. Farah Rahman / Ms. Gulrukh Aley

Class V North
Ms. Nazneen Hasan

Class V South
Ms. Nazneen Lotia

Class V East
Ms. Durr-e-Shahwar Baluch

Subject Teachers

Class I – Urdu
Ms. Nasreen Mumtaz

Class II – Urdu
Ms. Nabila Hasany

Class III – Urdu
Ms. Farha Asad

Class IV – Urdu
Ms. Alia Tabassum

Class V – Urdu
Ms. Saba Ahmed

Art Teacher
Ms. Samar Malik

Class V – Maths
Ms. Summaiya Mohsin

Librarian (All Classes)
Ms. Sakina Ali

I.T (I – III)
Ms. Ignatius D’souza

I.T (IV & V)
Mr. Angelo Pereira

Music (All Classes)
Mr. Simien Xavier

P.E (III – V)
Mr. Mohammad Imran

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