



*Learning today,
Leading tomorrow*

St Catherine's School

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16th March 2020

Dear Parents and Guardians

The State President has ordered that all schools (both public and independent) must close on Tuesday, 17th March 2020 due to the spread of COVID-19. We will therefore comply with this instruction and close the school on Tuesday at 14h00. This is in line with all other independent schools and is done with the support of I.S.A.S.A. and the C.S.O.

This closure will bring about a number of changes and adjustments to our planned programme and will doubtless cause some disruption and inconvenience to parents. For this we apologise in advance and request your indulgence.

1. School Terms:

The Easter holidays will take place as follows:

From Tuesday, 17th March 2020 at 14h00, return on Monday, 20th April 2020

Trinity (Second) Term will take place as follows:

From Monday, 20th April 2020 to Friday, 7th August 2020 at 12h00

Half Term:

From Friday, 26th June 2020 at 14h00, return on Monday, 6th July 2020

Winter holidays will take place as follows:

From Friday, 7th August 2020 at 12h00, return on Monday, 31st August 2020

Thereafter the published calendar will once again apply.

2. All co-curricular activities (sport and cultural) have been cancelled for the remainder of the term. This includes practices and fixtures against other schools. The continuation of the co-curricular programme will be reconsidered when we re-open in April.
3. The soccer camp for Senior School boys and girls due to visit the south coast has been postponed to August.
4. The Humanities tour (History and Geography) for Senior School pupils has been postponed until further notice.
5. The Cultural Evening will be re-scheduled for the Trinity Term.
6. The Prep School's excursion to Camp Discovery will be re-scheduled to a later date.
7. The Pre-School activities to the Bird Park and On-Cue Theatre have been postponed.
8. The following activities will continue as normal as they do not involve groups which are larger than 100 people:
 - Staff First Aid training
 - The meetings of both the Finance Committee and Board of Governors
 - The Matric Dance
9. Aftercare will also close on Tuesday, 17th March, and will only re-open on Monday, 20th April. There is no provision for Aftercare during the holiday.

10. The school would usually issue reports at the end of the Lent (First) Term. As we are closing on Tuesday, we will be unable to meet this expectation on time. Consequently, it has been decided to issue a progress report to all pupils at the end of May and a second report at the end of the Trinity (Second) Term in early August.
11. The teaching programme will continue during this period of disruption. The following arrangements have been put in place:
- Pre-School: A work booklet will be sent home for pupils to complete and return to school once we re-open.
 - Junior Prep (Grade 1-3): Revision booklets which cover all learning areas will be sent home for pupils to complete and return to school once we re-open.
 - Senior Prep: Revision worksheets which cover all subjects will be sent home for completion and return to subject teachers for marking.
- In the Senior School we will be working electronically.
- Grade 8-9: Pupils will be provided with material which must be completed and sent to teachers for assessment.
 - Grade 10-12: Senior pupils will be linked with their teachers electronically and will continue with their work schedule. Grade 12 pupils in particular will be required to submit various tasks for evaluation and assessment. They will also be expected to complete portions of their portfolio work.
12. All members of the teaching staff will be off from Tuesday, 17th March and will return to school on Monday, 20th April. Administrative staff will also be away over this period of time. The accounts department will continue to operate in the usual manner, but staff will be working from home. Support staff will continue with their normal duties.

I understand that this is a major inconvenience for the entire school community and that parents and teachers will be obliged to alter plans and arrangements which have already been made. I regret the upset which has been caused but I wish to assure you that we have done all that is possible to minimise the disruption. We appreciate your understanding.

Yours faithfully

A handwritten signature in black ink, appearing to read 'D.I. Maritz', with a stylized flourish at the end.

Mr D.I. Maritz
Head of School