

24

10th January, 2014

ADMISSION LETTER, 2014

NAME

INDEX NO.....

PRIMARY SCHOOL ATTENDED.....

CLASS OF ADMISSION

We are pleased to inform you that, due to your good academic performance, you have been admitted to Ngara Girls' High School to further your studies. We congratulate you for the achievement and welcome you to the Ngara Girls' High School community.

You are expected to report to the school on ----- at 9:00 a.m. accompanied by your parent/guardian, failure to which you shall be deemed to have forfeited your vacancy to another deserving student.

LOCATION

You may access the school by boarding a "matatu" route 6 from Stanbank/KCB on Tom Mboya street in Nairobi town and alight at Fig tree commercial centre, then walk to Ngara post office. The school is approximately 200 meters from the Ngara Post Office.

Attached please find the joining instructions and the School Fees Structure.

We look forward to receiving you.

WELCOME!

MUNYASYA A.N.

PRINCIPAL / SECRETARY B.O.G / P.T.A

NGARA GIRLS' HIGH SCHOOL

FORM 1 AND NEW ADMISSIONS

NAME

INDEX NO.....

REQUIREMENTS ON ADMISSION

- a). One certified copy of your K.C.P.E result slip and your standard 8 leaving certificate
- b). A copy of your birth Certificate
- c). Spring File Size A4
- d). 2 Passport size photographs (not photo me)
- f). A duly completed Admission pro-forma.
- g). A medical pro-forma duly completed by a doctor in a government hospital.
- g). Personal effects: please buy the colours indicated for your house i.e. bedcover, bucket, bed sheets, T-shirt.

- | | |
|-----------------------------|---------------------------|
| 1. Pearl House - Light blue | 5. Emerald - Light green |
| 2. Topaz - Yellow | 6. Diamond - Light purple |
| 3. Ruby - Red | 7. Garnet - Pink |
| 4. Sapphire - Royal Blue | |

- e). School uniform: All students must report on the first day with full school uniform, which may be obtained as per list below:

1). Games Uniform

- i.) White sports shoes and a School tracksuit.
- ii.) 2 T-Shirts one with school Logo (Orange) and the other of the house colour and name.
- iii.) 1 Navy Blue Wrapper and a Navy Blue Bloomer.

2). School Uniform

- i). 2 pairs of Shoes - plain black leather lace-ups
- ii). 3 Pairs of White socks and Navy blue – legwarmers.
- iii). 2 Navy blue skirts and 3 white blouses
- iv). 1 White stripped Maroon tie.
- v). 2 Red V-shaped pullovers.
- vi). 1 Red Wind breaker (sleeveless sweater).
- vii). Scarf – Navy blue with school pattern.
- viii). 1 White lab coat

Optional

1 Navy Blue Blazer

N.B ALL ITEMS MUST BE LABELLED WITH PERMANENT MARKS

MUNYASYA A.N.

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NGARA GIRLS' HIGH SCHOOL

STUDENTS' ADMISSION RECORD

FULL NAME (three names).....

DATE OF BIRTH BIRTH CERTIFICATE NO.

HOME COUNTY.....PROVINCE.....

NATIONALITY

LAST SCHOOL ATTENDED.....

FATHER'S NAMEOCCUPATION

ADDRESS P.O BOX.....CODE.....TEL NO.....

MOTHER'S NAME OCCUPATION

ADDRESS P. O BOX CODETEL NO.....

OTHER PARENTS / GUARDIANS NAME

ADDRESS P. O BOXCODE TEL NO.....

RESIDENTIAL AREA ESTATE

ROAD/STREET..... HOUSE NO.....

KCPE RESULTS: INDEX NO..... YEAR

ENGLISH..... GHCR.....KISWAHILI.....ACM

MATHS.....H/SCI..... SC/AGRI..... TOTAL MARK.....

I promise that once admitted in Ngara Girls' High School, I will adhere to all school rules and work hard to maintain high academic standards

Signed (Pupil)

Witnessed.....(Parent)

HEALTH

- i). IN CASE MY DAUGHTER FALLS SICK, SHE MAY BE TAKEN TO HOSPITAL AND I COMMIT MYSELF TO MEET ANY COSTS INCURRED
- CONTACT DOCTOR..... OR TEL: NO.....

This information is to be returned to the school on admission.

SIGNED i). PARENT

ii). GUARDIAN

MUNYASYA A.N.

PRINCIPAL/SECRETARY B.O.G/P.T.A

NGARA GIRLS' HIGH SCHOOL

OTHER REQUIREMENTS

ALL FORM 1 STUDENTS AND NEW ADMISSIONS WILL BE REQUIRED TO BRING THE FOLLOWING FOR EFFECTIVE LEARNING:

1. A complete Oxford Geometrical set, 30 cm ruler, pencils, rubber.

Blue/Black Biro, K.N.E.C Mathematical tables and an 82 FXM Series non programmable Scientific Calculator.

2. 2 files
3. School Bag
4. A plastic/melamine plate, cup and tablespoon.

The school will provide the main course books and all exercise books. Parents will be required to subsidise the textbooks as guided by the School.

Loss or destruction of books will result in replacement of the same.

LIBRARY BOOKS:

1. **Either** a) Twelve months by Ellen Banda (Starlit readers series)
Or b) Short changed by Nancy Mwanzia
2. **Either** a) Dunia Mashaka Makuu by Lamin Omar OR
Or b) Nakupenda lakini by Henry Kuria

MUNYASYA A.N.

PRINCIPAL / SECRETARY B.O.G /P.T.A

THE FOLLOWING ARE THE SUBJECT ELECTIVES FOR FORM 1, 2014

1 RED	BUSINESS STUDIES	HOME SCIENCE / ART
1 BLUE	BUSINESS STUDIES	HOME SCIENCE / ART
I GREEN	BUSINESS STUDIES	AGRICULTURE /ART
I YELLOW	MUSIC	AGRICULTURE / H/SC / ART
I ORANGE	BUSINESS	COMPUTER / ART

The students' class placement will be in relation to their subject selection.

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