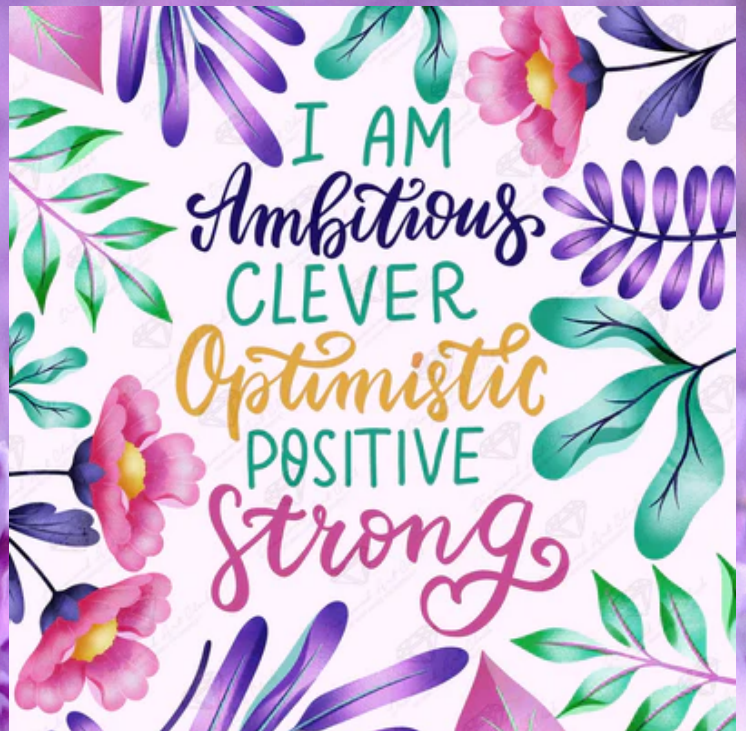




Term 4 Issue 2

# Loreto Convent School Newsletter



**INSIDE,  
WE ALSO  
TALK  
ABOUT:**

Contact Information -  
Page 2

PS News - Page 3

HS News - Page 6



# CONTACT INFORMATION

GENERAL ENQUIRIES, RECEPTION AND ABSENTEES –  
MRS MATEKA - RECEPTION@LORETO.CO.ZA

EXECUTIVE PRINCIPAL- MRS TRUTER – PRINCIPAL@LORETO.CO.ZA  
EXECUTIVE PRINCIPAL'S OFFICE – MRS CORREIA – PA@LORETO.CO.ZA

ADMISSIONS AND COLLECTIONS – MS KEKANA – ADMISSIONS@LORETO.CO.ZA

FINANCE AND FINANCE MATTERS – MRS SWART – FINANCE@LORETO.CO.ZA

PRIMARY SCHOOL DEPUTY PRINCIPAL – MS HILL –  
MICHELLEH@LORETO.CO.ZA

HIGH SCHOOL DEPUTY PRINCIPAL – MS ALVES – MARIAA@LORETO.CO.ZA

EMIS OFFICER – MRS STOMAN – ADMIN@LORETO.CO.ZA

SPORTS AND PHYSICAL EDUCATION QUERIES – MRS HAUPT –  
SHERILYNHAUPT@GMAIL.COM

UNIFORM SHOP - NOMPILO BEMBE - 068 274 7795 -  
UNIFORMS@LORETO.CO.ZA

PLEASE NOTE THAT OUR PHONE LINES CAN GET EXTREMELY BUSY DURING  
THE DAY - IF POSSIBLE, PLEASE SEND AN EMAIL TO THE APPROPRIATE  
PERSON INSTEAD, SO THAT WE CAN ATTEND TO YOUR QUERY AS QUICKLY AS  
POSSIBLE.

VISIT OUR WEBSITE (FOR BOOKLISTS, SCHOOL FEE INFO, BANK DETAILS,  
CALENDAR, NEWSLETTERS AND OTHER INFORMATION) WWW.LORETO.CO.ZA

## PLEASE JOIN OUR SOCIAL MEDIA PLATFORMS

FACEBOOK:

[HTTPS://WWW.FACEBOOK.COM/LORETOCONVENTSCHOOL?  
MIBEXTID=HAYZDX](https://www.facebook.com/LORETOCONVENTSCHOOL?MIBEXTID=HAYZDX)

INSTAGRAM:

[HTTPS://INSTAGRAM.COM/LORETOCONVENTSCHOOL\\_PRETORIA?  
IGSHID=NZZLODBKYWE4NG==](https://instagram.com/LORETOCONVENTSCHOOL_PRETORIA?IGSHID=NZZLODBKYWE4NG==)

TIKTOK:

[HTTPS://WWW.TIKTOK.COM/@LORETOCONVENTSCHOOL?  
\\_T=8FLQ96YKZKB&\\_R=1](https://www.tiktok.com/@LORETOCONVENTSCHOOL?_T=8FLQ96YKZKB&_R=1)



# PRIMARY SCHOOL NEWS

· As the end of the academic year fast approaches, the learners might start feeling anxious about the final exams and formal assessments. Please assist and support your child with their school work and keep them motivated right until the end. Perhaps allow the children to be excused from chores around the house for this period and ensure there is a quiet place for them to study. A healthy, balanced diet is also essential, drinking enough water to stay hydrated and regular exercise all aid in the children's success. Making sure they get enough sleep is also very important.

· Learners must wear full summer uniform this term. Sports clothes should only be worn by Senior Primary learners on the days on which Phys-Ed lessons take place. Once the examinations start, full summer uniform should be worn every day.

· Thank you to all the parents who sent in Santa Shoeboxes. Your great generosity is appreciated and is sure to make a difference in the life of a less fortunate child this Christmas. We managed to deliver 103 boxes this year thanks to YOU.

· As from Wednesday, 30 October, school will end at 12h00 for the Primary School learners. When the Senior Primary learners start writing exams on 13 November, they will finish at 11h00, but the Foundation Phase will continue until 12h00 every day until the end of the year. The last school day for the year for learners is Tuesday, 26 November. A letter was emailed to parents setting out the pick-up times, as well as what time the Visagie Street gate and Nana Sita Street gate will open and close.

· End-of-year reports will be emailed to parents once the results have been verified by the Department of Education.

· The Grade 7 Valedictory Mass will take place on Friday, 8 November, at 7h45. Letters have been sent to the Grade 7 parents, please send the reply slip back to Ms Hill as soon as possible.

· The whole school will be attending Thanksgiving Mass on Friday, 22 November.

· The exam timetable for Grade 4 to 7 learners, as well as the revision timetable have been sent home. Included in the newsletter is an exam checklist which will help the learners prepare for the exam period.

- The Primary School Awards Ceremony will take place on Friday, 29 November, at 8h00. Parents of Foundation Phase learners who will receive an award will receive an invitation by email/sms as soon as the marks have been finalised, after 20 November. Parents of Grade 4 to 7 learners who are receiving an award, will be invited to the ceremony after their marks have been finalised, on 27-28 November. As the Senior Primary learners are writing their final paper on 26 November, we need the time to ensure that the marks are checked and verified before sending the invitations out.
- Please ensure that you have paid for your child's 2025 stationery pack, as well as that you have signed and returned the reregistration form to school.

### • **EXAM CHECKLIST**

- Avoid any last-minute stress on the morning of the exam or in the exam hall by taking a look at this checklist and preparing the night before.
- **1. Timetable**
  - Always have a copy of your timetable so you know exactly what you are writing next. If you are in study class in the afternoon remember to bring study material for the next subject.
- **2. Pens/pencils**
  - It might seem obvious but many people have showed up to an important exam without a pen. Bring some spares in case your ink runs out, but try not to overload the desk as you might get distracted.
- **3. Calculator**
  - If you need a calculator, make sure to double check you've packed it the night before, and if you can, find out the battery power so you can be sure it won't die in the exam.
- **4. Prepare your clothes**
  - Make sure you have your school uniform ready the night before so you're not stressing the morning of the exam.
- **5. Special equipment**
  - Make sure from your teacher or friends whether you need special equipment for a subject like colour pencils/rulers/compass/protractor/Bible/etc.
- **6. Water**
  - Bring some water and keep hydrated. Also bring a snack or two to fight any hunger pangs after exams.
- **7. Avoid tip-ex**
  - You may not use correction fluids but rather put a line through a mistake you've made as examiners can still take into account any rough work you do.

**NO MATTER HOW  
MANY MISTAKES YOU  
MAKE OR HOW SLOW YOU  
PROGRESS, YOU ARE STILL  
WAY AHEAD OF EVERYONE  
WHO ISN'T TRYING.**

*Tony Robbins*

THE ENGLISH STUDENT  
WWW.THEENGLISHSTUDENT.COM



# PS November Exams

## NOV EXAMS - LEARNERS 2024

DATE	GRADE 4	GRADE 5	GRADE 6	GRADE 7	VIEWING
	UNTIL 12	UNTIL 12	UNTIL 12	UNTIL 12	
WED 30/10	SUBJECT	SUBJECT	SUBJECT	SUBJECT	
	TEACHING	TEACHING	TEACHING	TEACHING	
THURS '31/10	SUBJECT	SUBJECT	SUBJECT	SUBJECT	
	TEACHING	TEACHING	TEACHING	TEACHING	
FRI '01/11	SUBJECT	SUBJECT	SUBJECT	SUBJECT	
	TEACHING	TEACHING	TEACHING	TEACHING	
MON 04/11	SUBJECT	SUBJECT	SUBJECT	SUBJECT	
	TEACHING	TEACHING	TEACHING	TEACHING	
TUES '05/11	SUBJECT	SUBJECT	SUBJECT	SUBJECT	
	TEACHING	TEACHING	TEACHING	TEACHING	
WED 06/11	SUBJECT	SUBJECT	SUBJECT	SUBJECT	
	TEACHING	TEACHING	TEACHING	TEACHING	
THURS 07/11	SUBJECT	SUBJECT	SUBJECT		
	TEACHING	TEACHING	TEACHING	CA PRAC	
FRI 08/11	SUBJECT	SUBJECT	SUBJECT		
	TEACHING	TEACHING	TEACHING	VALEDICTORY	
MON 11/11	SUBJECT	SUBJECT	SUBJECT	SUBJECT	
	TEACHING	TEACHING	TEACHING	TEACHING	
TUES '12/11	SUBJECT	SUBJECT	SUBJECT	SUBJECT	GR4 -4J,GR5-5M
	TEACHING	TEACHING	TEACHING	TEACHING	GR6 -6D,GR7-7D
WED 13/11	FINISH AT 11AM	FINISH AT 11AM	FINISH AT 11AM	FINISH AT 11AM	VIEW FRI 15th
	ENGLISH	MATHS 1	MATHS 1	TECH	
THURS 14/11				LO	VIEW MON 18th
	HISTORY	GEOG	NS TECH	AFRIKAANS	
FRI 15/11			RE		VIEW TUES 19th
	GEOG	CA	HISTORY	MATHS 1	
MON 18/11					VIEW WED 20TH
	CA	NS TECH	AFRIKAANS	GEOG	
TUES 19/11					VIEW THURS 21ST
	NS TECH	HISTORY	GEOG	EMS	
WED 20/11	MATHS 1				VIEW FRI 22ND
	PSW	ENGLISH	CA	HISTORY	
THURS 21/11				RE	VIEW MON 25TH
	AFRIKAANS	MATHS 2	MATHS 2	ENGLISH	
FRI 22/11	MASS	MASS	MASS	MASS	VIEW MON 25TH
	MATHS 2	AFRIKAANS	PSW	NS	
MON 25/11		RE		MATHS 2	VIEW TUES 26TH
	RE	PSW	ENGLISH	CA	
TUES 26/11	MATHS MENTAL	MATHS MENTAL	MATHS MENTAL	MATHS MENTAL	
	CLASS PARTY	CLASS PARTY	CLASS PARTY	CLASS PARTY	



# HIGH SCHOOL NEWS

1. Gr 12's had their Valedictory Mass on 15 October. It was their last Mass as High School learners. It was a very joyous occasion. They have now started with their final exams on Monday 21 October. We wish them all of the best for the next 5 weeks. Be assured of our prayers in this challenging time ahead. To parents of Grade 12's, please be supportive for this exam period and contact Mrs Truter / Ms Alves / reception immediately should any challenges arise. If learners are writing the morning session, they should be at school by 7h30 and if they are writing the afternoon session, they should be at school no later than 12h30.

2. We have had our Awards Ceremony. Congratulations to all involved for an exciting event where all could celebrate each other's achievements.

3. Gr 8 to 11 learners will start with their end-of-year exams on 30 October. All exam scopes are on the website and all learners have received a hard copy. Please ensure that you, as parents, have read through all rules and expectations for our learners, with your daughters, with regards to the four weeks that exams take place.

4. The promotion requirement is as follows:

Gr 8 and 9

Terms 1, 2 and 3 (SBA) 60%

Term 4 (Exam) 40%

Gr 10 and 11

Terms 1, 2 and 3 (SBA) 40%

Term 4 (Exam) 60%

5. Thanksgiving Mass will be held on 22 November followed by an exam. All learners will end the day at 11h30.

6. Reports will be sent out once all paperwork has been finalised and signed off by the department. We hope to be able to email them by 5 December (if not before).

7. The hiring of lockers for 2025, can now be done through Ms Alves at a cost of R60-00 (only cash please).

8. Any Gr 10 and 11 learner who wishes to change a subject for January 2025 must speak to Ms Alves by 6 November. It is of importance that the letter stipulates the changes, (from specific subject changed and the replaced subject), and, learner is granted permission by the parent. It must be signed by both the learner and the parent. This said letter must be given to Ms Alves by 22 November for the changes to be implemented and granted by the Department of Education. It is important that both parents and learners read the Subject Policy requirements found on the website before making those changes.

9. Should your daughter NOT return to the school in 2025, a letter should have, by now, been sent in to Mrs Truter ASAP.





# HS November Exams

Gr 8 to 11 learners will start with their end-of-year exams on 30 October. All exam scopes are on the website and all learners have received a hard copy. Please ensure that you, as parents, have read through all rules and expectations for our learners, with your daughters, with regards to the four weeks that exams take place.

Date	Grade 8	Grade 9	Grade 10	Grade 11
Wednesday 30/10	Maths P1	English P2	Life Orientation	STUDY SKILLS WORKSHOP
Thursday 31/10	Technology 8B	Geography	Mathematics P1 Mathematical Literacy P1	CAT P1 Dramatic Arts History P1 Physical Sciences P1
Friday 1/11	Mass Life Sciences	Mass History	Mass Business Studies P1 Dramatic Arts Practical	Mass Business Studies P1 Dramatic Arts Practical
Monday 4/11	Afrikaans P1	Maths P1	Mathematics P2 Mathematical Literacy P2	CAT P2 History P2 Physical Sciences P2
Tuesday 5/11	English P1	Technology 9P	English P2	Geography P1
Wednesday 6/11		English P1	Afrikaans P2	Life Orientation
Thursday 7/11	Maths P2	Afrikaans P1	Life Sciences P1	Afrikaans P2
Friday 8/11	Business Studies	Life Sciences	Geography P1	Mathematics P1 Mathematical Literacy P1
Monday 11/11		Maths P2	English P1	Mathematics P2 Mathematical Literacy P2
Tuesday 12/11	English P2	Life Orientation	Afrikaans P1	Geography P2
Wednesday 13/11	Afrikaans P2	Creative Arts	Life Sciences P2	Business Studies P2
Thursday 14/11	Life Orientation		CAT P1 Dramatic Arts History P1 Physical Sciences P1	English P2
Friday 15/11	Geography	Physical Sciences	Accounting P1	Life Sciences P1
Monday 18/11	Technology 8P	Afrikaans P2	CAT P2 Physical Sciences P2	Life Sciences P2
Tuesday 19/11	Physical Sciences	Business Studies	Business Studies 2	Accounting P1
Wednesday 20/11	History		Geography P2	Afrikaans P1
Thursday 21/11	Creative Arts	Technology 9V	Consumer Studies theory	Consumer Studies prac
Friday 22/11	Mass Technology 8S	Mass Accounting	Mass Accounting P2	Mass English P1
Monday 25/11	Accounting	Technology 9W	Consumer Studies prac (day 1)	Consumer Studies theory
Tuesday 26/11	English P3	English P3	Consumer Studies prac (day 2)	Accounting P2



# Re-registration 2025

Should your child NOT be returning to Loreto Convent School in 2025 please send an email to [admin@loreto.co.za](mailto:admin@loreto.co.za) by NO LATER than the 31st of October 2024.

The transfer card will be sent together with the final report.

The re-registration fee is R6000 for all Primary and High School learners which forms part of the January school fees for 2025 and is payable by 31 October 2024.

## Fee structure for the 2025.

This is also available on the School website [www.loreto.co.za](http://www.loreto.co.za)



### Loreto Convent School

135 Nama Sisa Street, Pretoria • PO Box 11381 Church Square 0001 • Tel-School Office 012 326 6342  
• E-mail: [finance@loreto.co.za](mailto:finance@loreto.co.za)

#### IMPORTANT FINANCIAL INFORMATION – 2025

##### SCHOOL FEES:

- All school fees are due monthly in advance by the 7<sup>th</sup> i.e. January fees should be paid by 7 January. If you get paid on the 15<sup>th</sup> of each month, we will allow payment on the 15<sup>th</sup>. All school fees are payable over 11 months, from January to November, except for **Grade 12 which is payable over 7 months (January to July)**. Please make sure you pay your fees every month on time as unpaid fees will result in your child not receiving her/his report card during the year.
- Statements are sent out monthly via email only. Should the account holder not receive a statement please contact Mrs Swart at [finance@loreto.co.za](mailto:finance@loreto.co.za) to alert the school.
- When making a payment directly at the bank or via electronic transfer, your deposit slip / electronic transfer is your proof of payment. No receipt will be issued by the school.
- When making a payment directly at the school with a card, a receipt will be issued. Please limit credit card payments as far as possible, as bank charges for these transactions are extremely high and not negotiable at the bank. The school is kindly requesting that payment of fees is done by either EFT payments or debit orders, which the school can assist with, after requesting a debit order form to complete.
- The school strongly requests that no cash payments be done at school as this poses a significant security risk. Cash deposits at your bank's branch are also discouraged, as the bank fees charged on these deposits are extremely high. The D6 APP offers a cashless payment, which will automatically be allocated to your account.

Please only use your account reference as a reference when making a payment at the bank or via EFT. The reference is a FOUR-digit number which will also appear on your monthly statement.

##### SCHOOL FEES 2025:

Grade RRR & RR	R 45 870.00 or R 4 170.00 for 11 months (until 17:30)
Grade R	R 59 785.00 or R 5 435.00 for 11 months (until 17:30)
Grade 1 – Grade 6	R 59 785.00 or R 5 435.00 for 11 months
Grade 7 – Grade 9	R 65 450.00 or R 5 950.00 for 11 months
Grade 10 – Grade 11	R 70 180.00 or R 6 380.00 for 11 months
Grade 12	R 70 210.00 or R 10 030.00 monthly over 7 months

##### EXTRA FEES 2025:

Grade R	R 150.00 per learner
Grade 1 & 2	R 680.00 per learner
Grade 3	R 730.00 per learner
Grade 4 – Grade 6	R 685.00 per learner
Grade 7	R 725.00 per learner
Grade 8	R 775.00 per learner
Grade 9 – Grade 11	R 425.00 per learner
Grade 12	R 600.00 per learner

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##### DAY CARE:

- Day care will be charged on the same account as your school fees. Should you wish to pay day care separately from your school fees please use a "D" in front of your school reference. Example: **D1234** – take note this is an example and is not your reference number.
- Day care is due by the 7<sup>th</sup> of each month in advance. Even if you get paid on the 15<sup>th</sup>, the day care must still be paid by the 7<sup>th</sup>.
- No food will be provided please pack a health lunch/snack for the afternoon.
- The total fee is R 4 100.00 per annum or R 410.00 per month from February to November 2025.

##### DISCOUNT

Discount for the year is given as follows:

**Family discount** – For every biological sibling other than the oldest (enrolled at Loreto Convent School on the same account), a 5 % discount on school fees only. Any discounts will be reflected monthly.

**\*\*\* VERY IMPORTANT \*\*\*** should you not keep your account up to date, your family discount will be reversed.

Grade RRR and Grade RR – not applicable

Grade R – 6 discount is R 2 989.25

Grade 7 – 9 discount is R 3 272.50

Grade 10 & 11 discount is R 3 509.00

**Settlement discount** – if the school fees are settled by 29 February 2025 a 2,5% discount is given.

Grade RRR&RR discount is R 1 146.75

Grade R – 6 discount is R 1 494.63

Grade 7 – 9 discount is R 1 636.25

Grade 10 – 11 discount is R 1 754.50

Grade 12 discount is R 1 755.25

##### TAKE NOTE:

In order to secure your child's place in 2025, a re-registration fee of R 6 000 for PS and HS is payable by 31 October 2024. The fee will be allocated to your January 2025 school fees. No deductions or partial payment of this fee will be allowed under any circumstances. Please note that should you pay the re-registration fee in 2024, but give notice after 1 November 2024, the re-registration fee will be forfeited in lieu of a month's notice.

- A building levy of R 850, is charged once-off per account in January 2025
- Grade 1 to 7:** All extra fees will be billed on 1 January 2025 and must be paid by end of January 2025. Stationery packs for Gr 1 – 7 must be paid fully by 10 October 2024 for 2025.
- Grade 8 and 9:** All extra fees and textbook charges for Gr 8 and 9, will be billed on 1 January 2025 and must be paid by end of January 2025.
- Grade 10 to 12:** Extra fees be billed on 1 January 2025 and must be paid by end of January 2025. Textbook charges will be billed on 1 February 2025 as choice subjects will impact on the charged amounts per learner. These must be paid by 28 February 2025.
- A debit order facility is available, please send an email to [finance@loreto.co.za](mailto:finance@loreto.co.za) to request a debit order form.
- Should a quote for 2025 be required, please contact the bursar via email. ([finance@loreto.co.za](mailto:finance@loreto.co.za))
- Bank details:**  
Loreto Convent School - Standard Bank - Cheque account  
Account number: 010 387 927 Branch code: 01 00 45

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# Uniform Shop News

It is that time of year again when you will be starting to think about new uniform items for 2025. To minimize inconvenience and frustrations, please take careful note of the following information.

The uniform shop at the school premises is operated by Nompilo and she can be contacted on: Cell: 068 274 7795 and also available on Whatsapp. The shop is located inside the school premises on the ground level – please note that the shop located at the school and Totiusdal Handelshuis are the same shop and, they are affiliated to each other.

Parents can buy from Totiusdal Handelshuis (773 Codonia avenue, Waverley – shop hours are Mondays to Fridays 08:30 to 17:00 and Saturdays 08:00 to 13:00) or online at [www.handelshuis.co.za](http://www.handelshuis.co.za). We also encourage you, especially new parents, to please contact Nompilo to set up a one-one personalized appointment so as she can be able to assist you, before January to avoid the back-to-school rush, with your uniform requirements. If your child is already at the school, and you are familiar with the uniform, please consider making use (before January) of an Order on line. This service should only be used if you know the size of the garment you require.

**Trading Times for Nov/December 27 Nov till 12 Dec 2024 and January 06 till 16 Jan 2025 to 9h00 to 13h00 Uniform Shop is open for walk-ins and by appointments;** Please book your time slot in advance with Nompilo Cell: 068 274 7795 or Via Whatsapp; Walk-ins will only be assisted once appointments clients have been assisted if time allows Appointments outside of this time are welcome.

Please note this must be between 08:00hrs to 14:00hrs not after hours; Please make arrangements with Nompilo in advance. Should you require access to an appointment for uniform purchases, and she will accommodate you wherever possible. Uniform shopping left to the last few days before a new academic year can be frustrating and can take more time than you might wish- but it really doesn't need to! The most important thing is to try to do your shopping early. Please be prepared as far as possible before your appointment. Know in advance your needs, your sizes and quantity requirements. Please also bring the child who needs uniform with you when visiting the uniform shop/ your appointment so that items may be fitted.

Kind Regards,  
Nompilo 068 274 7795  
Loreto Convent School Uniform Shop