



2022- 2023

Stella Maris College, Gzira

BACK TO SCHOOL

**NOTES BOOKLET FOR GRADE 7
& GRADE 8 STUDENTS**



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Stella Maris College

Scholastic Year 2022- 2023



Term 1	
Thursday 22 nd September	Parents' meetings (Time and link for the evening meeting to be announced closer to the day)
Monday 26 th September	1 st day of school for all students Eucharistic celebration for senior school students (Gr 7/8 & 9/10/11)
3 rd -7 th October	ADHD Awareness Day – orange theme Welcome Activities (Gr 7/8 & 9/10/11)
7 th October - 21 st October	Animal Awareness Week Bake Sale of Doggie Cookies to raise funds for animal shelters
28 th October	Celebrating All Saints and All Souls - Saints' shirt Day and Flags
3 rd Oct- 2 nd November	Mid-Term holidays
3 rd -4 th November	Use-Ins Grade 7
7 th -11 th November	1 st November - Remembrance/ Poppy Day
13 th -17 th November	Use-Ins Grade 7 (18-19 th November) Field Work Gr 7
21 st November	Co-PE Session for teachers - Students no school
21 st -23 rd December	Christmas Market Christmas Concert
5-11 th December	Space Week
12 th Dec	Parents' Day - No school for students
16 th December	Crazy Christmas jumper Day
19 th December	Trekking Activity for all Grades
20 th December	Eucharistic celebration for senior school students (Gr 7/8 & 9/10/11) Christmas Party
Term 2	
5 th January	Start of 2 nd Term
20 th January	Hot dog day
24 th January	Co-PE Session for teachers- Students no school
6 th - 7 th February	Exams Grade 10 & 11
20-21 st February	Mid-Term holidays
22 nd February	Ash-Wednesday Eucharistic celebration for senior school students (Gr 7/8 & 9/10/11)
3 rd March	Jeans Day / Crazy Hair Day - Fund Raising Activity
17 th March	Easter Concert + Prize Day
20-21 st March	Parents' Days
22,23,24 th March	Use-Ins Grade 8
24 th March	Our Lady of Sorrows Procession
29 th March	Grade 11 Farewell
30 th March	Day of Reflection - Prayer Spaces Eucharistic celebration for senior school students (Gr 7/8 & 9/10/11)
31 st March	Last Day of Term 2
Term 3	
17 th April	Start of term 3
8 th -9 th May	Grade 9 Use-Ins
8 th - 21 st May	Mass trial grades 7-8
10 th -11 th May	Grade 10 Use-Ins
May 13 th	Let's Matija @ SMC Eucharistic Celebration
May 18 th	Casual Day Fund Raising
21 st June	Slush Day
12-26 th June	Start of Senior School Exams
3 rd June	Graduation Grade 11 students



GRADE 7 & GRADE 8

**WELCOME
TO OUR
WORLD!**



UP UP AND BEYOND!



Welcome to Stella Maris College

We are proud to have you with us!

23rd June 2022



Dear Parents/ Guardians and Students,

We hope that all is well from your part!

Covid- 19 has brought about a lot of challenges during the past 2 scholastic years. This year for the first time in a very long time, we are hoping to be Covid free. Nonetheless, we are so proud of our community for striving to excel during the course of the pandemic.

For Grade 7 students:

In this booklet, we are attaching a few documents in order for us be able to introduce our College and its operations. This way you may have the opportunity to get to know our school a bit better by looking through these next few pages.

For Grade 7 Students coming up to Grade 8:

After being with you all throughout this scholastic year, I cannot wait for the summer season to pass to meet you all once again in our classroom settings next scholastic year- our homes away from home- this time in the Grade 8 section!

Our clerical staff will be out of office from **Monday 01st August to Friday 02nd September 2023** (both days included). Hence, phone calls and emails will not be answered. Nonetheless, we encourage you all to contact us with any queries or other matters you wish to discuss, on the following e-mail addresses:

Head of School: Mr. Emanuel Cilia

ecilia@stellamaris.edu.mt

Ass. Head Grade 7 & Grade 8: Ms. Sarah Pilow

spilow@stellamaris.edu.mt

Wishing you all good health,

Sarah

Brief Overview



Kindly take note of the following points regarding the forthcoming scholastic year (2022/ 2023):

1. This year we have allocated a special team for the Grade 7 and 8 students in associating with a project we form a very special part of taking place at our college in December. Our corridors and classrooms will be decorating with a space assembly. We look forward to getting back to school from our summer holidays in September to start setting up for this exciting school year ahead: *UP, UP AND BEYOND!*

2. **Date for the start of the Christmas Term (1st Term) will be Monday, 26th September 2022.**

The last day of the Christmas Term should be **Tuesday 20th, December 2022**. Easter Term commences on **Thursday 5th January 2023**. For added convenience, once finalized, and confirmed, we will also be publishing the school calendar of events on KLIKKS.

Other Important Dates:

3. A **Parents Meeting** is going to be organized for the Grade 7 and Grade 8 parents, guardians, and students. This will be held on Thursday, 22nd September at 5:30pm. **More information will be communicated closer to the day.**
4. **College Uniform.** We must underline the importance that students wear a clean, well-fitting uniform. We want to portray a serious, well-disciplined student body. Items of clothing and equipment should be clearly labeled with the student's name. Your co-operation in this respect is much appreciated.

For your information, the official uniform is as follows:

Uniform:

- College white polo shirt (long sleeve /short sleeve)
- Grey school trousers

- Grey socks
- Black school shoes
- College noodie
- School anorak (optional for colder days)

Sports Kit:

All students are expected to wear the full kit for PE lessons and other sports activities. The PE kit consists of the College tracksuit, House Colour T-shirt, shorts, and white socks. Any coloured running shoes will do. In cold weather they may also wear the school anorak over everything, **NOT** as a substitute for their kit.

Note: May we kindly remind you that students are to come to school in their sports kit on those days when they have their P.E. lesson **ONLY**.

5. **Laboratory and Workshop apparel:** The blue apron is to be worn for all Science practical and Design & Technology lessons. A laboratory coat (**or** the blue apron used for Design and Technology) and safety specs must be worn in the Science laboratories.
6. **Accessories:** Boys are expected to wear a normal haircut. The wearing of studs, earrings, bands and jewellery of any sort is not allowed.
7. **School bags:** We would like to remind you that school bags should be lightweight and include:
 - Two wide-padded shoulder straps
 - A firm, padded back
 - Waist straps, and
 - Compartments

Wheeled carriers are dangerous and are not advisable.

8. **Textbooks:** The book lists will be available on the KLIKKS platform. I am also attaching a copy in this booklet as reference.

9. **KLIKKS Information:**

For Parents in Grade 7:

Parents need to contact the school clerk- Ms. Claire Perry to set up and open/ activate an account on KLIKKS. You may do so on cperry@stolamans.edu.jm. She will guide you accordingly.



For Parents in Grade 8:

Parents are reminded that they are to ensure that **all** personal details appearing on the KLIKKS platform is checked and updated. A recent photo of your son should also be uploaded.

For various reasons, including Data Protection Obligations and Health/Safety aspects, it is important that all details are correct. It is the responsibility of parents to ensure that the information supplied is accurate and up to date.

10. During the last scholastic year, the main infrastructural project completed included: The finishing off the new sub station catering for the College needs, and the much needed technical repairs and refurbishment to La Saie Hall. We also painted all of the Grade 8 classrooms and are in the process of adding new curtains.

The main Educational Projects for 2022– 2023 are:

- a. Special participation in our Space event in collaboration with a very exceptional organisation taking place in December.
- b. The continuation of Pilot Project- Bring your own device.
- c. We will be working on strengthening the structure of mentoring of both teachers and students alike
- d. We will be working on the new Matsec syllabi for grade 9 students.
- e. We will be completing works on the Grade 8 corridor and soon after starting off with the painting and re structuring of the Grade 9 corridor.

On a Pastoral aspect, the school Chaplaincy team will continue supporting students, members of staff and their respective families with their spiritual life especially after this ordeal we have all endured. The details of these activities will be available at the start of the Scholastic year.

11. The use of mobile phones on school premises and during educational visits is not permitted (except for when requested by teachers participating in the pilot project- Bring your own device). The school encourages students to leave their mobile at home. Any students using the mobile on school premises will have their mobile confiscated. Any misuse of mobile technology will have serious consequences.

Professional Services offered at SMC

Psychologist – Ms. Madeline Duca

OT specialist – Ms. Maria Mizzi

Counsellor – Mr. Andre Laspina

Youth Worker – Ms. Joan Genovese

Dyslexia Support – Mr. Jason Gauci & Ms. Claudia Farrugia

Career Advisor – Ms. Racnele Vella Fondacaro

Peripatetic Teacher for the Autism Spectrum – Ms. Jeanette Garcia Soler

Guidance Team- Ms. Alexia C. Conti, Ms. Donia Micallef, Mr. Antoine Hili

A team who will be specializing in SEBD (social, emotional and behavioral disorder)

Invitation: Grade 7 & 8 Parents & Legal Guardians

Stella Maris College Senior School

INFORMATION MEETING



An Information Meeting for the Parents/ Guardians
of Grade 7 & 8 College Students and all students
will be held online (Teams)

on Thursday, 22nd September @ 5:30pm

An invitation for the meeting will be sent closer to the day.

For further information please phone: 21330958/ 21339417

or send an e mail to sradmin@stellamaris.edu.mt

**IN CASE OF ANY CHANGES due to COVID or any other unforeseen
circumstances WE WILL UPDATE YOU ACCORDINGLY!**

Name Tag: Activity

For Grade 7 Students ONLY

I have a task for all of you to do in some of your free time. I have prepared a **tag** for you to wear on your first day at school. Follow the steps to complete:

1. Cut out the tag.
2. Write your name.
3. Place it in a plastic card sleeve.
4. Wear your tag on the first day...It will make it easier for me to identify each one of you upon meeting! Looking forward to seeing you all on the day.

	Name: _____ Class: _____ WELCOME 2022/ 2023
--	--



GETTING TO KNOW YOU!

Grade 7 Students

Fill in the slip below and return to your class tutor on the first day of school.

Name & Surname of Student: _____ Grade: 7 Class: _____

Hobbies: _____

Things you are good at: _____ Thank you!

STUDENT FORMS

For Grade 7 & 8 Students

The documents attached below needs to be filled and handed in on the first day of school to the Class Tutor in charge of your child's class. It is very important that the documents are signed by all custodians and a picture is attached where requested. Should there be any problems please feel free to contact me accordingly.

• STUDENT INFORMATION SHEET

Grade + Class: _____

Recent
Passport size
photo



Stella Maris College, Gzira

Information Sheet 2022/ 2023

It is very important that this form is filled in correctly.
All the information supplied will be kept strictly confidential.

Student Information:

Name and Surname: _____ Date of Birth: _____

Address: _____

Postcode: _____ Home Telephone Number: _____

Student Email Address: _____

Nationality: _____ ID Number: _____

Level and Year of Entry at Stella Maris College (e.g. Grade 1, 1999). _____

Presently living with: _____

Child Custody:

Joint ☐

Single ☐

Other ☐

Kindly indicate and specify where necessary by
ticking one of the boxes.

Note that any legal or necessary documentation
needs to be attached to this sheet.

Siblings:

Name	Gender (M/F)	DOB	School / Class	Tick if eligible for entry to St. Bernard's (Born 2017)

Parent/ Legal Guardian Information :

General Information:	Parent 1:	Parent 2:
Name:		
Surname:		
ID Card Number:		
Address:		
Email :		
Contact Number 1:		
Contact Number 2:		
Status:		
Occupation:		

School Correspondence Information:

Please tick box if mail is to be sent to both addresses

☐
Emergency Information:

Please provide us with a contact number (other than that of parents/ legal guardians) in case of emergency and/ or if parents/ legal guardians cannot be reached.

Name and Surname: _____

Relation to Child: _____

Telephone Number: _____ Mobile Number: _____

Medical Information:

Does the student suffer from any medical condition: Yes ☐ No ☐

If yes, please specify _____

Is the student allergic to any medication? Yes ☐ No ☐

If yes, please specify _____

Is the student on any medication: Yes ☐ No ☐

If yes, please specify _____

Remarks: (e.g. allergies, disabilities, or other relevant information)

I hereby give my consent to Stella Maris College to process and record personal and sensitive data being given herewith to be able to render me with the necessary service. I fully understand that authorized personnel who are processing this information may have access to this data, that edited information which would not identify me may be included in statistical reports and that this information will be kept for the duration of my son's education at the College.

Parent's/ Legal Guardians Signature: _____

Parent's/ Legal Guardians Signature: _____

This form is to be returned to the class tutor on the first day of school.

***Both signatures are required. One signature will only be deemed acceptable in exceptional circumstances.*

Thank you for duly compiling this form.

Thank you for your co-operation.

Manuel Cilia
Head of Senior School

LOCKERS

For Grade 7 & Grade 8 Students



The school is offering, all Grade 7 and 8 students, to avail themselves of lockers in the Grade Hall at school during this scholastic year.

This scheme will run at a cost of €12 per student (for the whole scholastic year – €4 per term).

Students are to bring along a **small padlock** and **two clearly labelled keys** with a separate key chain. One key will be kept by the student and another by the school in the Assistant Heads Office (Ms. S. Pillow).

PARENT PARTICIPATION

For Grade 7 & Grade 8

We are looking forward to starting off yet another scholastic year together at our college next September. Hopefully, restrictions permitting, after having our final term full of planning and preparation we hope that next year will be prosperous full of learning and fun activities for all to be part of!

Hence, we would like to invite all parents and guardians to give their support in the various activities we are going to organize throughout next year. We feel that by working together as a team we will be able to increase the success and outcome for each individual venture.

We will send out an official circular asking for parent/ guardian support and the feeds which require parent assistance. Should anyone wish to offer their support kindly fill in accordingly.



All events mentioned below will only be held if allowed by Health Authorities at the time of the activity.

Main Activities for Grade 7 & Grade 8 Students *Sports and Pizza Welcome Party*



All Grade 7 and 8 students will be invited to attend an extra-curricular school activity, hopefully taking place in the first week of October. The aim of this event is to give students the opportunity to get to know each other and their teachers better!

The activity will take place during school hours and will start off with a short reflection. After, students will be allocated in different teams to play football, basketball, and volleyball. At the end of the game's students will have time to sit down and eat a pizza each together. Drinks will also be provided.

A circular with the official date of the event, pizza choice and cost for the event will be issued once we start school.

Christmas Activities

20th December 2022

Last day of Term 1: On this day we will celebrate mass as a whole school. We will also have a small party per grade to celebrate the end of term. School ends at 11:15am on the day.

Carnival Activity

February 2023

On this day we usually come to school wearing a themed carnival costume. We will then celebrate Carnival in Style during the last two lessons of the day by holding a small celebration/ party

Start of Summer 2023 – Barbecue (Details will be handed out later)

Educational Activities: For Grade 7 Students ONLY

Every year, our Grade 7 students have the opportunity of going on educational visits. It is for this reason that we are sending out a brief outline of the visits and activities.

The dates in the following table are subject to change.

Break Down of Activities

October 2022	Induction Day @ SMC
October 2022	Animal Awareness Week
November 2022	All Saints Day
November 2022	Poppy Day
November 2022	Grade 7 Live-In
December 2022	Christmas Market
December 2022	Space Week
December 2022	Trekking
December 2022	Christmas Jumper Day
December 2022	Christmas Activity End of Term Eucharistic Celebration and Mass
January 2023	Hot Dog Day
February 2023	Carnival Activity
March 2023	Jeans Day/ Crazy Hair Day
March 2023	Easter Concert/ Prize Day
March 2023	Grade 8 Live-In
March 2023	Our Lady of Sorrows Procession
March 2023	Reflection Day- Prayer Spaces
April 2023	Grade 7 and Grade 8 Maths Trail
May 2023	I ejla Maltija
May 2023	Casual Day
June 2023	Slush Day

The dates in the following table are subject to change.


Consent forms together with the expenses for the visits and activities, will be collected by the Class Tutor through the scholastic year.

Stationery List

For All Grade 7 and Grade 8 Students
Scholastic Year 2022/ 2023



Subject	Grade 7	Grade 8
Accounts	30cm ruler and calculator	30cm ruler and calculator
Art	A3 Labelled Drawing/Sketch Book A3 Labelled Plastic Folder Labelled Pencil Case with an HB Pencil, Rubber, Long Ruler (30cms) Sharpener, Scissors, Glue Labelled pack of 24 Colouring Pencils or Crayons A thick black marker Labelled Apron or an old T-Shirt Labelled set of Poster Paints, or Acrylics or Watercolours 1 thick paintbrush and 1 thin paintbrush A Palette A small plastic cup	A3 Labeled Drawing/Sketch Book A3 Labeled Plastic Folder Labelled Pencil Case with an HB Pencil, Rubber, Long Ruler (30cms) Sharpener, Scissors, Glue Labelled pack of 24 Colouring Pencils or Crayons A thick black marker Labeled Apron or an old T-Shirt Labelled set of Poster Paints, or Acrylics or Watercolours 1 thick paintbrush and 1 thin paintbrush A Palette A small plastic cup
C3	Pen Drive	Pen Drive (same as last year)
Drama	----	-----
English Language	A4 ring file, 5 dividers and file paper	A4 ring file, 5 dividers and file paper
English Literature	A4 ring file, 3 dividers and file paper	A4 ring file, 3 dividers and file paper
Environmental Studies	File paper and button file	File paper and button file
French	3 copybooks with blue plastic covers and labelled	3 copybooks with a white plastic cover and labelled
German	No stationery required.	No stationery required.
Graphical	Pencil: 2 pencils 2H, 2 pencils 4H Pencil colours Ruler Soft white eraser 2 set squares (40 degrees and 60 degrees) Spring compass Protractor	Pencil: 2 pencils 2H, 2 pencils 4H Pencil colours Ruler Soft white eraser 2 set squares (40 degrees and 60 degrees) Spring compass Protractor

Integrated Science 	<ul style="list-style-type: none"> • Science/Chemistry stencil as shown in the picture • 3 A4 plastic covers • Safety goggles • Lab coat OR Apron • Draw string bag • 1 A4 plastic envelope 	<ul style="list-style-type: none"> ▪ Science/Chemistry stencil as shown in the picture • 3 A4 plastic covers • Safety goggles ▪ Lab coat OR Apron • Draw string bag • 1 A4 plastic envelope
Italian	File with 7 dividers (to keep at home), flat file and copy book	File with 7 dividers (to keep at home), flat file and copy book
Maltese	1 A4 ring file with 9 dividers for filing (to be kept at home) To bring to school: 1 copybook with plastic cover	1 A4 ring file with 9 dividers for filing (to be kept at home) To bring to school: 1 copybook with plastic cover
Maths	Compass and protractor set Scientific calculator 2 A4 copy books with plastic covers (according to class cover) including labels 1 A4 Science book (green/ blue grid and not grey) with plastic cover (according to class cover) including label, display file of 60 pockets	Compass and protractor set Scientific calculator 2 A4 copy books with plastic covers (according to class cover) including labels 1 A4 Science book (green/ blue grid and not grey) with plastic cover (according to class cover) including label, display file of 60 pockets
Music	-----	-----
PSCD	Button folder	Button folder
Religion	File paper and flat file	File paper and flat file
Spanish	A4 Note book	Teachers will inform students at the beginning of the scholastic year.

Stella Maris College, Gzira
Grade 7 Book List 2022 - 2023

Grade 7

ART

No textbooks required.

DESIGN & TECHNOLOGY

Notes to be provided by the teacher.

ENGLISH

Name of Book	Author / Publisher	Edition	ISBN
Emil and the Detectives	Adapted by Carl Miller (National Theatre Playscripts)		9780198418405
The War of the Worlds	Retold by Jenny Dooley (Express Publishing)		9781471553974
Successful Writing Intermediate Student's Book	V. Evans		9781903128503
Gateway B1 Student's Book Pack Due to a unique web code given with each new book, used books should not be purchased. Web code gives access to online resources.	David Spencer	2 nd	9780230473126
A good pocket dictionary <i>(will be used for reference until Grade 11)</i>			

ENVIRONMENTAL STUDIES

Name of Book	Author / Publisher	Edition	ISBN
Oxford International Student's Atlas	P. Wiegand; Oxford University Press		978-0-19-913757-2

FRENCH

Name of Book	Author / Publisher	Edition	ISBN
Tricolore Total 1 Student Book 1	Oxford	5 th	978 074 879951 0

GERMAN

Name of Book	Author / Publisher	Edition	ISBN
Beste Freunde A1.1 Kursbuch	Hueber		978-3-19-3010513
Beste Freunde A1.1 Arbeitsbuch	Hueber		978-3-19-401051-2

GRAPHICAL COMMUNICATION

Notes will be provided by teacher.

INTEGRATED SCIENCE

Notes and Workbooks will be provided by the teacher.

INFORMATION TECHNOLOGY C3

Name of Book	Author / Publisher	Edition	ISBN
ICT C3.1 T (This book is optional)	Ivan Buttigieg / Valerian Muscat	2020	978-9918-9501-3-3

ITALIAN			
Name of Book	Author / Publisher	Edition	ISBN
Forte! 1 libro dello student	Edi Lingua		9789606632655
Forte in grammatica	Edi Lingua		9788898433322
Vocabolario Italiano Illustrato	Eli	Nuova Edizione	97-888-536-245-81

MALTESE			
Name of Book	Author / Publisher	Edition	ISBN
1.mt Xoghol għad-Dar	Sharon Micallef Cann / Merlin		978999091359-0
Il-Każ Kważi Kollu ta’-Aħwa De Molizz	Clare Azzopardi / Merlin		978999091330-9
Il-Każ Kważi Kollu ta’-Aħwa De Molizz – Ktieb ta’ Attivitajiet u Eżerċizzji	Bertram Portelli u Maria Abela / Merlin		n/a
Aċċess: Edizzjoni Agġornata (bħala xoghol miżjud)	Adrian Muscat u Charles Daniel Saliba / Merlin	Edizzjoni Agġornata	9789990914740
Arja Friska 1	Diversi Awturi/Klabb Kotba Maltin		978-99932-7-493-3

MATHEMATICS			
Name of Book	Author / Publisher	Edition	ISBN
STP Mathematics 7 (Will be used till Grade 11)	Oxford University Press	3 rd	9781408523780

PHYSICAL EDUCATION			
No textbooks required.			

RELIGION			
Notes will be provided by the teacher.			

SPANISH			
Name of Book	Author / Publisher	Edition	ISBN
Nuevo Compañeros 1 – Libro del Alumno	Authors: Francisca Castro, Ignacio Rodero, Carmen Sardinero Publisher: SGEL	3 rd edition, 2021	978-84-17730-45-1
Nuevo Compañeros 1 – Cuaderno de ejercicios	Authors: Francisca Castro, Ignacio Rodero, Carmen Sardinero Publisher: SGEL	3 rd edition, 2021	978-84-17730-46-8

Stella Maris College, Gzira
Grade 8 Book List 2022 - 2023

Grade 8

ART

No textbooks required.

DESIGN & TECHNOLOGY

Notes will be provided by the teacher.

ENGLISH

Name of Book	Author / Publisher	Edition	ISBN
Gateway B1+ Student's Book Pack	David Spencer	2 nd	9780230473140
War Horse	Adapted by Nick Stafford (National Theatre Playscripts)		9780198418412
The Tempest	Retold by Jenny Dooley (Express Publishing)		9781471542473
Successful Writing Intermediate Student's Book	V. Evans		9781903128503

ENVIRONMENTAL STUDIES

Name of Book	Author / Publisher	Edition	ISBN
Oxford International Student's Atlas	P. Wiegand; Oxford University Press		978-0-19-913757-2

FRENCH

Name of Book	Author / Publisher	Edition	ISBN
Tricolore Total 2 Student Book 2	Oxford	5 th	978 140 850468 0

GERMAN

Name of Book	Author / Publisher	Edition	ISBN
Beste Freunde A1.2 Kursbuch	Hueber		978-3-19-501-051-1
Beste Freunde A1.2 Arbeitsbuch	Hueber		978-3-19-601051-0

GRAPHICAL COMMUNICATION

Notes will be provided by the teacher.

INTEGRATED SCIENCE

Notes and Workbooks will be provided by the teacher.

INFORMATION TECHNOLOGY (ICT C3)

Name of Book	Author / Publisher	Edition	ISBN
ICT C3.2 (This book is optional)	Ivan Buttigieg / Valerian Muscat	2020	978-9918-9501- 4 - 0

ITALIAN			
Name of Book	Author / Publisher	Edition	ISBN
Forte in Grammatica (Used in Grade 7)	Edi Lingua		9788898433322
Forte! 1 (Used in Grade 7)	Edi Lingua		9789606632655
Vocabolario illustrato Italiano (Used in Grade 7)	Eli	New Edition	97-888-536-245-81
Forte! 2	Edilingua		9789606930447

MALTESE			
Name of Book	Author / Publisher	Edition	ISBN
Il-Fanal tas-Sinjur	Ivan De Battista / Klabb Kotba Maltin		978-99932-7-152-9
Access: Edizzjoni Agġornata (bħala xogħol miżjud)	Adrian Muscat u Charles Daniel Saliba / Merlin	Edizzjoni Agġornata	9789990914740
Arja Friska 2	Diversi Awturi/Klabb Kotba Maltin		978-99932-7-494-0

MATHEMATICS			
Name of Book	Author / Publisher	Edition	ISBN
STP Mathematics 8	Oxford University Press	3 rd	9781408523797
STP Mathematics 7 (Last year's book)	Oxford University Press	3 rd	9781408523780

PHYSICAL EDUCATION			
No textbooks required.			

RELIGION			
Name of Book	Author / Publisher	Edition	ISBN
Id-Dinja ta' Go Fija or the English version The World Within Me	Segretarjat Ghall-Katekezi		978-99957-0-352-3

SPANISH			
Name of Book	Author / Publisher	Edition	ISBN
Booklet will be provided by the teacher.			

POLICY FOR PASTORAL CARE & GOOD BEHAVIOUR

Objective: "Enter to learn, Leave to Serve"

Our school Behaviour policy is based on the continuous focus of an ethos founded in our school idea: love, kindness and build a caring community based on values of: Honest, Respect and Equality. Teachers, Brothers, LSAs, parents and students: Together we do our best to create a holistic, inclusive, and well-respected, learning environment. We encourage good behaviour and value discipline as part of the learning experience. We perceive mistakes as opportunities for learning and formation. Hence, cases are dealt with on an individual basis.

- ✓ All students must wear the FULL Stella Maris uniform with pride.
- ✓ Hairstyles need to be tidy and jewellery and accessories including earrings and bracelets are not allowed at school.
- ✓ Any valuables and electronic equipment like mobiles are to be left at home unless otherwise advised.
- ✓ No substances (including inhalers, paracetamol and antibiotics) shall be allowed to be brought to school unless with written consent from a parent or legal guardian and handed straight to a member of the Senior Leadership Team.
- ✓ Students are only allowed to leave the school premises if they have parental consent and the written permission of the Headmaster/ Assistant Head.

CLASS ORDER

- ✓ Respect for boundaries of the teachers and all the Staff members at Stella Maris College is to be valued. All Staff is to be addressed by title and surname.
- ✓ Fighting and violence are not tolerated.
- ✓ Insults, abusive language and use of nicknames are not allowed and are considered as bullying.
- ✓ Respect for each other as individuals and students is a must. Help and support towards each other is of great importance.
- ✓ Students are responsible for closing the classroom windows when the day is over.
- ✓ Students are encouraged to ask for help the Class Tutor/Year Tutor/Assistant Head.
- ✓ Waste is to be separated for recycling.
- ✓ Scribbling on desks or on walls and other acts of vandalism are considered as major offences.
- ✓ At the end of the school day students are only allowed to leave classrooms when the bell goes. All students are to then proceed in a composed manner to the Junior School Grounds. Students using transport are to board buses or parents' vehicles in an orderly manner.

LOCKERS

Students should make good use of their lockers. Proper locker use helps to reduce strain of load on the back. There are 3 periods during which students use of their lockers:

1. **START OF DAY:** Students should prepare learning material required for the first session of lessons.
2. **BREAKS:** Students can take their lunch and prepare learning material for the next session of lessons.
3. **AT THE END OF THE DAY:** Students can prepare their school bags for the work they need to do at home.
 - ✓ Books and other material inside the locker should be kept tidy.
 - ✓ A padlock with two keys, clearly labelled are to be brought to school.
 - ✓ A padlock with a key is to be kept by the student.
 - ✓ The spare key is to be handed over to the Assistant Head or Year tutor.

LESSON TIME / CLASS WORK / HOMEWORK

A bell indicates the end and start of each lesson. Students are to be punctual for ALL lessons. During the change of lessons students should not go out of their classroom or visit another.

- ✓ Students should always take note of homework given in class for their lessons on their personal diary. They may also consult with a friend or KJJKs or Teams for confirmation in the event that the student was not in class at the time the HW was given.
- ✓ Homework must be neat and brought to school on time unless justified by a note from home.
- ✓ Missing homework will be recorded.

BEHAVIOUR IMPROVEMENT PLAN

Students who repeatedly break the regulations of the school will follow a Behaviour Improvement Plan where specific behaviours are targeted. It lays down specific rules and consequences that mark the individual's needs.

Parents/ legal guardians will be contacted if any form of misbehaviour occurs habitually. This will be to discuss the way forward on supporting our student according to the individual case.

Minor Behaviour or Learning Disruptions:

- ✓ Not completing set tasks or refusing to work
- ✓ Copying someone else's work
- ✓ Non-compliance to classroom rules, disrespectful attitude, littering

- ✓ Running in school corridors and stairways
- ✓ Not entering the class on time
- ✓ Incorrect use of equipment
- ✓ Minor physical contact (e.g. pushing and shoving)
- ✓ Not wearing appropriate uniform
- ✓ Inappropriate transport behaviour

When a student exhibits a low-level and infrequent problem behaviour as mentioned in the list above, the following classroom level guidelines are followed:

- ✓ Students are reminded that they are expected to behave appropriately at school.
- ✓ Students are then asked to carefully reflect on their behaviour and evaluate it. A quiet talk between student and teacher usually helps the student get back on task.
- ✓ Students may miss part or one of the breaks. An infraction may be added to KLIKKS if deemed necessary.
- ✓ Carrying out useful tasks to help the school (eg. litter picking consequently for dropping litter) or community work within the school.

Guidance teachers may also be included to support students.

MAJOR BEHAVIOUR PROBLEMS

- ✓ Inappropriate language (written/verbal)
- ✓ Poor attitude or disrespectful or defiance
- ✓ Petty theft
- ✓ Major disruption in class
- ✓ Major bullying/ harassment/ sexual innuendos

In the case of a serious incident, the Asst. Head / Headmaster will call the parents of all parties involved. Students involved in the incident meet with the teacher, Asst. Head and/or the Year Tutor. Students are asked to explain their behaviour verbally and then back it in writing. This statement or a report may be sent home to be signed by the parents/guardians.

As corollary and based on the severity of the case, a repercussion is given with the aim of increasing awareness, preventing future occurrences, and bring about improvement. Suspension from the rest of the day's lessons may be assigned to student. Students may also need to stay after school, with parent notification.

- ✓ A student may also be asked to withdraw temporarily or permanently from his participation in participation in out of school activities.
- ✓ Temporary change of class at the discretion of the Head of School may withstand.
- ✓ In cases involving prohibited items, the dangerous or banned item taken away.
- ✓ Payment for breakages/repair work may be requested. Refusal to pay for breakages that are a result of acts of vandalism on public property may lead to legal action.
- ✓ Referral to outside agencies may be required.
- ✓ Indefinite suspension if necessary.

GRAVE BEHAVIOUR PROBLEMS

- ✓ Serious physical aggression or physical contact.
- ✓ Dangerous transport behaviour.
- ✓ Possession/ selling illegal substances/ weapons or sharp objects.
- ✓ Cheating during examinations.
- ✓ Leaving the school premises without permission.
- ✓ Major dishonesty or racial harassment.
- ✓ Use of mobile phone/ electronic devices for voicemail, e-mail, text messaging or filming purposes without authorization.
- ✓ Possession of/ or dissemination of pornographic material.

Each of the above-mentioned instances are dealt with, with great attention and involvement of members of the Senior Leadership Team. Each case takes several factors into consideration before a final decision is taken.

REWARDING POSITIVE BEHAVIOUR

Good behaviour is encouraged by monitoring and keeping of records. Below is the Merit list as found on the KLIKs portal.



Possible outcomes for such good behaviour are at the discretion of the teacher or other member of staff.

- ✓ Good project work
- ✓ Doing extra work willingly
- ✓ Eco friendly
- ✓ Helping others
- ✓ Assertiveness
- ✓ Leadership/ Role model
- ✓ Taking Initiative
- ✓ Respect
- ✓ Active participation
- ✓ Responsibility
- ✓ Creating a Lasallian spirit

POLICY ON ELECTRONIC COMMUNICATION AND CYBER-BULLYING

The responsibility for the use of computer, internet and electronic communications at home is ultimately borne by the parents. Parents are to be informed and updated of the uses and abuses of such communications, also making sure that they have the right programs and filters installed in order to minimise any harm that can be done to children through adult websites. Social network sites and chats need to be monitored by the parents. Parents are also responsible for seeking assistance from the Senior Leadership Team in case of difficulty. The school's IT Department is willing to offer the support needed once help is sought. However, when the abuse of websites and Social Network sites like Facebook, Twitter, MSN, Youtube and others, affect teachers, other students, classroom dynamics or the school itself, disciplinary measures will be taken.

- ✓ Talks about the good use of computers and Cyberbullying take place with students and parents per Grade.
- ✓ Social network sites and computer programs like Facebook, Twitter, MSN, Youtube and others shall be used for the right purposes. They shall not be used to exclude, make fun of or insult students or staff of the Stella Maris. The latter will be considered as Cyber bullying which is considered as a major infringement of school regulations.
- ✓ Any photos or videos uploaded on the above websites and showing staff or students related to the school, school material, school property or the school uniform must be shown to the Headmaster before being uploaded. Material can only be uploaded or released with the Headmaster's consent.
- ✓ Students are not to communicate with teachers using the above Social Network sites or other sites available other than the teacher's school email. Students shall not ask teachers or Staff to be added or to join their network. Nor, shall they be in possession of teachers' mobile number or personal email addresses. **Respect of boundaries is trivial.**

CHILD PROTECTION POLICY

Child Protection refers to protection from abuse whether emotional, physical or sexual. The legal binding State policy in effect is The National Policy on Child Protection, issued in November 1999. The Document is available at the office of the Head of School. All staff at Stella Maris College are well informed on the latest policies of Child Protection in order to prevent students being harmed in their development. The policy of Pastoral Care at Stella Maris College pivots on care and sensitivity, hence, neglect should be reported.

Stella Maris College is also bound by the Policies of the Archdioceses of Malta. In this Policy, the term "Child" refers to any person under the age of 18. The school's designated person responsible for the "child" is the Guidance Teacher, accountable for the formulation and the follow up of Child Abuse and Child neglect reports. The Head of School is to be informed immediately when abuse or neglect is suspected.

The procedure that all members of staff follow at our College:

- ✓ Abuse is reported IMMEDIATELY whilst informing the student that we are legally bound to do so. A record is kept of the date and time when the abuse was reported together with all the concerns, stories or incidents reported.
- ✓ Parents are NEVER contacted unless instructed by the Child Protection Department in writing or when urgent medical treatment is needed. Any information may contaminate the process or might interfere with of evidence gathering.
- ✓ Students are explained to that we are duty bound by law to report and that this is for his protection. Information is kept confidential, and all recorded material will be locked safely.

The school will report allegations to Child Protection Services by phone and then in written form.

SUBSTANCE ABUSE POLICY

In our education we work with students to be aware of the dangers of addiction. Since, these dangers cannot be always prevented, the College follows procedures as enacted in the National Policy for Substance Abuse, issued in September 2001.

(http://education.gov.mt/en/resources/documents/policy/%20documents/tackling_substance_abuse2.pdf)

Signs of Possible Substance Abuse:

- The student is always tired in Class
- Reddening of the eyes
- Extreme lack of focus or irritability
- Spending a lot of time out of class
- Student is asking for money

Students have a right to a safe educational environment that is conducive to learning and promotes a healthy lifestyle. They also have a right to the protection from any forms of abuse.

It is therefore the obligation of all school staff to ensure a safe environment to students and to protect them from abuse. Substance abuse harms students threatens the safety of the environment and disrupts the educational process. Therefore, substance abuse is not tolerated in schools. It is the duty and obligation of school staff to take all necessary measures to prevent, curb and eradicate substance abuse in schools. The established disciplinary and criminal procedures are to be applied in cases of substance abuse in schools.

Any student abusing or suspected of abusing substances is to be offered care.

Several established disciplinary and criminal procedures are applied when the situation occurs. This can also be found on the above-mentioned link.

HEALTHY EATING POLICY

In every teenage boy's school timetable, the words "break time" and "lunch" are always on their minds because as every parent and teacher knows, the hunger of a middle and high schooler is a subject unto itself. Therefore, we, at SMC, think of lunch time as an important meal throughout the school day. It should therefore provide one third of the student's daily allowance of nutrients without being high in fat, sugar and salt together with providing a dietary fibre.

We are all aware that teenage years are when kids start to exert more control over what they eat, which makes guiding them towards the right choices all the more difficult. It is worth reminding your teenage boys that eating well not only helps them to perform at their best, but it's key for looking and feeling fabulous. Hence, the key to carrying lunch to school for a teenage boy is to keep him energised throughout the day.

Encourage older boys to eat a balanced lunch full of vital vitamins and minerals – essential for looking and feeling great...

In our College, students eat twice a day. We encourage parents and guardians to prepare enough lunch for **both** breaks...a small portion for the small break and a larger one for mid-day break. Water is also a very important part of lunch and a balanced well nutritional diet. Please provide your children with lots of plain water to keep them hydrated throughout their school day.

Below is an optional list which may be provided to your son as lunch:

1. Fresh salads with pasta or rice or couscous and plenty of fresh raw vegetables.
2. Brown bread rolls with lettuce, ham, cheese or simply tuna or smoked salmon
3. Whole meal pizza bread or wraps with any filling of your choice (steamed vegetables or a mix of raw vegetables can also be added)
4. Fresh fruit or fruit salad
5. Fruit yoghurt (chocolate yogurt is not allowed)- this can be added to a bowl of whole grain cereal
6. Home-made cereal bars which are healthy and have a controlled sugar content
7. Whole wheat crackers
8. Dried fruits as a healthy snack.

The College is aware of the possibility of food allergies within the school population, nut allergies in particular. We strongly suggest that students with allergies inform us on the matter. Other parents are asked not to send any lunches which may cause allergies such as nuts to help us safeguard the well-being of all students.

What should not be given as lunch?

- Peanuts and peanut butter (due to allergies)
- Crisps or other packets
- Chocolates/ cakes/ doughnuts/ pasties
- Sweet, gummies, gum, lollipops
- Fizzy drinks/ energy drinks/ juices
- Milk



Presently in Emanuel Drive students can find the canteen/tuck shop to assist with this Healthy Eating Programme we are encouraging. Food options available at the tuck shop are all in compliance with the Healthy Eating Policies set up for students in schools around the Maltese Islands. All items are very well priced and of the freshest quality.

We, as part of the Lasallian community understand that we are to set an example for our students alike. So as a prospective to reach our aim of Healthy Living will be working together staff and students together to bring our well-being first and making it most important!

FORMS TO BE HANDED IN

Grade:	Form:	Return To:
Grade 7 & 8	Getting To Know You	To Class Tutor
Grade 7 & 8	Student Information Sheet	To Class Tutor

ACCOUNTS SHEET: 2022/2023

Grade	Accounts	
Grade 7 & 8	Lockers	€12.00
Grade 7	Educational Activities	To be announced accordingly
Grade 8	Educational Activities	To be announced accordingly

