

EKTRA NEWSFLASH

(SUMMER SCHOOL)



27 March 2014

Welcome all parents of current and new students to Summer School 2014. School appreciates sending your children to study at Sarasas Ektra and your trust placed in our teachers. If your children are in Nursery and Kindergarten, you may still be worried as it is the first time your children have attended school. However, if you support them and create a good attitude toward coming to school consistently, and cooperate with school, students will be happy to come just in a few days.

We would like to inform you the schedule of the Summer courses 2014: 27th March – 30th April 2014, and would like to ask for your cooperation with the school regulations for student readiness and safety.

The details are as follows:

1. Class Schedule

Year levels	Line- up – Classes begin	(Break)	Lunch (Provided by School)	Nap time (Kindergarten)	(snack)	Classes end
NC - KG.1	8.20 - 8.30	9.20 - 9.40	10.30 – 11.00	11.00 – 12.30	13.20 – 13.30	Breakthrough (both current and new students)/ English Camp/ Wheels Ahead/ English Acceleration Classes end at 2:00 PM. Other courses are according to the schedule.
KG.2 - 3			11.00 – 11.30	11.30 – 12.30		
Y.1 - 6		10.10 - 10.30	12.10 – 13.10	N/A	12.50 – 13.10	
Wheels Ahead/ English Acceleration	8.15 - 8.30	9.30 - 10.00	11.00 – 12.00		13.00 – 13.30	
Y.7 – Y.12	8.15 - 8.30	10.10 – 10.30	12.10 – 13.10	Snack is included during lunch.		

2. Recess and lunch break

Kindergarten – School has arranged snacks and lunch for students. In the morning, there will be soy milk or Ovaltine. Lunch menus will be posted on the school website: www.ektra.ac.th. However, please prepare two boxes of milk for drinking before nap and during snack break.

Primary and Secondary School – School has arranged snacks and lunch for students. However, there will be food, snacks and beverages from the kiosks in the 5 – 20 baht range at each campus. Students can buy them during a break or lunchtime. We would like to ask for your cooperation to give an appropriate amount of money to students (not too much!).

3. Drop-off and pick-up times

Department	Entrance – Exit	Drop-off and pick-up times for vehicles		Remark
Kindergarten Soi 19	Ent. - Main Entrance Exit - Voramongkol gate	Morning 6.30 – 9.00 AM	Afternoon 2.00 – 4.30 PM	It is more convenient to pick students up at 3.10 PM because the space is limited and there is no parking available.
Primary Soi 20	Ent. - Sathupradit 20 Exit - Sathupradit 20	Morning (CC1) 6.30 – 8 AM (CC2) 6.00 – 8.30 AM	Afternoon 2.00 – 4.30 PM	Gate 4 and Gate 5 will be closed
Secondary Soi 26	Ent. – Sarasas Pittaya Exit - Sathupradit 26	Morning 6.30 – 8.00 AM	บ่าย 13.45 -16.30 น.	Turn left to Chan road Turn right to Sathupradit Intersection

4. Student drop-off and pick-up rules

Kindergarten (NC – KG.3) Soi 19: Parents kindly display the name and class tags on the windscreen of the car so that teachers can send students to your car easily. However, for NC – KG 1 students, in the first week (31st March – 4th April), students can be picked up since noon in order to adjust themselves gradually to school routine. In the second week, the classes will end normally at 2 PM.

Primary School (Y.1 – Y.6): During summer, please use the main entrance at Sathupradit Soi 20 (entrance at Sathupradit Soi 28 will be closed). Parents, please place the parking ticket you have received from the class teacher on the first day of summer class on the windscreen of the car every time you pick students up in order to easily announce students' name. (Particularly for Year 1 – Year 2 and Wheels ahead / English Acceleration students due to the busy pick-up point)

Remarks:

- Because most students will finish their classes at the same time at 2:00 PM. The traffic will be heavy and there will be a lot of cars lined up in the school. To relieve that problem, please come to pick up students during 2:10 – 2:30 PM, which is more convenient than parking and waiting for students before the classes end.
- If you would like to use the School Van Service, please contact the School Van Committee directly: 085-111-0260

Grade	drop-off and pick-up spot	Parking Card
Year 1	Under building 6	Green
Year 2		Yellow
Wheels Ahead / English Acceleration	Under building 3	Pink
Year 3 - 6	Canteen 1 – Crescent Court 1	-
Secondary School: Pick-up spot is in front of building 7, Soi Sathupradit 26.		

2. If you would like to use the School Van Service, please contact the School Van Committee directly: 085-111-0260

5. Textbook pick- up; purchase of student uniform and sport uniform

Textbook pick up

All Students in every department will receive textbooks at the beginning of the new semester from the class teachers depending on the timetable each day. **For new students, when they receive the booklist from the class teacher, please pay the book fees to the class teacher and ask to be given a receipt the next day. (NC – Y.6 students will receive the booklists no later than 31st March 2014. Y.7 – Y.10 students will receive the list no later than 4th April 2014)**

Student uniform, nursery uniform, sport uniform and school bag

From 17th – 25th April 2014, from Monday – Friday (except holidays) **between 9.00 AM – 3.00 PM, every department of the school will sell student uniforms, sport uniforms and school bags as follows:**

- Kindergarten:** These items will be available at the canteen on the 2nd floor. For new students, the class teacher will measure them for student uniform and sport uniform. After that, they will send the order form to parents. Please pay the amount for what you would like to order to the class teacher and we will return a receipt with the order form to you.
 - Primary and secondary school:** Available at the stationary shop
After April 25th 2014, parents can purchase uniforms as follows:
 - Student uniforms:** From KG.1 onwards can be purchased at the UB store, Soi Sathupradit 18 (UB store opens Monday – Saturday from 8.30 AM – 5.00 PM. Tel 02-674-9545, 02-212-1984) Nursery: Available only at the **Administration office**, Kindergarten campus.
 - Sport uniform and school bag:** Available for purchase again on school opening day at the Kindergarten campus at the **Administration office** (Next to Yoga room). For Primary and Secondary students, they are available at the stationary shop of each department.
- Remark: Boy Scout and Girl Guide uniforms:** For Year 4 students, school will inform you by letter again after school starts. For Y.5 – Y.9, students can directly purchase at the UB store.

6. Activity Calendar

Date	Activities	Date	Activities
7 April 14	Substitution for Chakri Holiday	14 May 14	NC – KG 1 Classes begin 8.15 AM – 3 PM
12 – 16 April 14	Songkran Festival Holiday	15 May 14	KG.2 – KG.3 Classes begin 8.15 AM – 3 PM
17 – 25 April 14	Student uniform, sport uniform and student bags for all departments are available at 09.00 AM- 3 PM	16 May 14	Y.1 – Y.12 Classes begin Y.1 – Y.6: 7.40 AM – 3.20 PM Y.7 – Y.9: 7.30 AM – 3.20 PM Y.10 – Y.12 : 7.30 AM – 4 PM
10 May 14 onwards	Timetable and list of students' name are available for download at www.ektra.ac.th	Thai after-school lessons for 1 hour will start immediately on the first day of school. For other subjects and foreign language, after-school lessons will start in June 2014. (Details will be announced when the school commences in May)	

7. Administration office hours during Summer

Administration office hour is from Monday to Friday at 7.30 AM – 4 PM, Saturday at 8.30 Am – 4 PM. Kindergarten contact number is 0-2674-2450-2. Primary and Secondary department contact numbers are 0-2213-0117, 0-2212-0157. Administration office will be closed on Sunday and public holidays.