



St. Francis' High School

F-4, Phase VI, Hayatabad, Peshawar

Phone: 091-5860541-42-44

Circular No.: **4/2026**

Friday, 4th September, 2026.

Dear Parents,

With the reopening of school after the summer vacation, a new academic term brings with it fresh opportunities to learn, grow and improve. We would like to share some important developments and reminders for the months ahead:

1. School's 33rd Founding Day Anniversary:

On **Monday, 7th September 2026**, St. Francis' High School will celebrate its **33rd Founding Day Anniversary**.

From our humble beginnings in 1993, the school has grown into a thriving educational institution. Over the years, our journey has been shaped by faith, perseverance, discipline and a continuous commitment to academic excellence and character formation.

The anniversary will be celebrated in school with our students and staff, followed by a class party in their respective classrooms.

We are deeply grateful to our parents for the trust, support and partnership. We pray that God Almighty continues to bless St. Francis' High School and guide us in our mission of nurturing confident, disciplined and well-rounded young individuals.

2. Discipline, Grooming and Uniform:

Discipline is an essential part of the educational environment we strive to maintain at St. Francis' High School. The school uniform is not merely a dress code; it reflects unity, pride, discipline and a sense of belonging to the school community.

Parents are therefore requested to ensure that their children come to school each day in the complete and prescribed uniform, with a clean and well-groomed appearance. Particular attention should be given to; Proper school uniform and personal hygiene; Neat and appropriate haircuts, particularly for boys; Clean and trimmed nails; Clean and polished shoes; and Overall neatness and personal grooming.

Parents are requested to ensure that their children maintain the required haircut according to school guidelines. Where a student repeatedly disregards reminders regarding grooming, the school may take appropriate corrective measures. This may include arranging an on-campus haircut, against payment, where necessary.

We seek your cooperation in ensuring that these standards are maintained consistently. With school and home reinforcing the same expectations, students will develop habits of discipline, responsibility and self-respect.

3. Strengthening Academic Performance:

We are pleased to share that one of our students secured 15th Position in the recent BISE Peshawar Matric Annual Examination. Such achievements are a source of encouragement and reaffirm our commitment to continuously strengthening the academic standards of the school.

As part of this ongoing effort, the system of mandatory monthly chapter-wise printed tests for Classes 8, 9 and 10, introduced last year, will continue. The initiative has proved useful in keeping students consistently engaged with their studies and in identifying areas requiring improvement well before the annual examinations.

This year, we are extending the monthly testing system to Classes 6 and 7 as well. For these classes, monthly tests will be conducted in the four core subjects: English, Urdu, Mathematics & General Science.

The tests will be chapter-wise, and results will be communicated to parents regularly. This will allow both teachers and parents to identify learning gaps at an early stage and provide students with timely support. A Test Fee, similar to the usual Examination Fee, will be charged for these printed tests.

We believe that consistent assessment, timely feedback and regular academic practice will help our students develop stronger study habits and achieve even better results.

4. Zero Periods – Additional Academic Support:

As part of our commitment to providing every student with the opportunity to achieve their maximum potential, the school also conducts Zero Periods as an additional academic support programme.

Zero Periods are conducted before the regular school day and provide students with additional time for academic reinforcement, clarification of difficult concepts and focused preparation.

Our teachers willingly go the extra mile to help students overcome academic difficulties and make steady progress. Parents are encouraged to ensure that students who are required or advised to attend Zero Periods make full use of this opportunity.

5. Cursive Handwriting and Neat Written Work:

At St. Francis' High School, we place considerable emphasis on the development of clear, legible and neat handwriting, with particular focus on cursive handwriting. Good handwriting is not simply a matter of appearance; it helps students develop accuracy, discipline and care in their written work.

To support this, students are provided with special handwriting practice copies, and teachers regularly encourage them to improve the formation, spacing, alignment and overall presentation of their writing.

Parents are requested to reinforce this effort at home by encouraging students to write carefully and present all written work neatly.

Going forward, marks will be deducted in examinations in each subject where answers are written incorrectly, illegibly or in an excessively untidy manner. Students should therefore give due attention to improving their handwriting and maintaining neat written work.

6. Parents' App:

Many parents have already been using the newly introduced Parents' App to stay connected with the school and receive important school and student-related updates. Parents who have not yet registered are requested to contact the school office to complete their registration and make regular use of the App.

7. After-School Activities:

Education extends beyond the classroom. To provide students with opportunities to develop their talents, confidence, teamwork and physical fitness, the school continues to offer a range of after-school activities, including Karate, Football, Cricket, STEM, Music, Band Practice and Lawn Tennis.

These activities are conducted Mondays to Thursdays from 2:00 p.m. to 3:00 p.m.

Parents interested in enrolling their children may contact the school office for further details and registration.

8. Study Tours/Picnics:

To provide students with meaningful learning experiences beyond the classroom, study tours and picnics are planned for the month of October. The detailed programme, including dates and arrangements, will be communicated by the Deputy Principal in due course.

9. Fee Payment:

We sincerely thank all parents who regularly paid fees during the summer vacation. Your timely support enables us to meet staff salaries and manage school operations smoothly. We kindly remind parents **with outstanding dues to clear them at the earliest.**

10. Admissions Open:

Admissions are currently open from **Playgroup (2.5–3.5 years) up to Class 7**. Entry tests and interviews are in progress. Parents seeking admission for their children may contact the Admissions Office at 091-5860585 during school hours.

Let us begin this new term with renewed dedication, discipline and determination to help every child reach his or her full potential.

God bless you all.

Yours sincerely,
Francis Sales Fernando,
Principal.