



From the Principal's Desk

Celebrating 134 years of Catholic Education in The Bahamas

August 25th, 2023

Dear Parents/Guardians:

Welcome to the 2023/2024 academic year!

As we embark on yet another exciting school year, we gather, under the theme: **“Pledging in Faith, to Lovingly care for God’s creation, Promote Excellence and be of Service to All.”** We pray for God’s grace to embrace our theme in its fullness recognizing that each of us has a pivotal role to play in working towards a community that is forever faithful.

We are delighted to welcome the following persons to the Xavier’s Lower School family:

Miss Chantal Deveaux – Grade One



Having been in the classroom for 11 years, Miss Deveaux has gained a wealth of knowledge, and experience as an educator. Miss Deveaux holds a Master of Science Degree in Education with Specialization in Elementary Reading and Mathematics, from Walden University. This degree, along with her hands-on experiences, awarded her the position as a Reading Interventionist for Grades One and Two during the 2022-2023 academic school year.

While serving as the Reading Interventionist, she collaborated with classroom teachers, administrators, parents, and grade-level assistants to help strengthen the Reading Intervention Department. As a part of the transformation, she worked with and trained grade-level assistants, by sharing the necessary skills needed to execute effective small group reading instruction with the students. Although she served as an Interventionist for one year, her expertise and love for teaching as a generalist teacher remains the same. Her teaching philosophy is built on the belief that education is not only a tool that children need to live a successful life, but also one that should be Christian-based and Christ-centered. Miss Deveaux has a

profound love for teaching and strives to create a learning and family environment where students feel seen, heard, and safe. She firmly believes that children should be engaged in meaningful, multisensory, and integrated activities so that holistic learning can occur.

Miss Daleshantae Patton – Grade Five



Miss Daleshantae Patton holds a Bachelor of Education Degree in Primary Education from the Bahamas Baptist Community College, and this is Miss Patton’s 10th year teaching. Miss Patton has a true passion for working with children. Miss Patton believes each child is different in his or her own way, needing a caring, secure, and comfortable atmosphere for them to be able to grow intellectually, emotionally, socially, and physically. Miss Patton strives to create a community of learners that nurtures this growth in a positive and fun environment. As an educator, she believes that it is her duty to help students meet their full potential.



Mrs. Jasmine Williams – Grade One Teacher Assistant

We would also like to take this opportunity to thank Mrs. Jasmine Williams, our Grade one teacher assistant for the work that she has done here at Xaviers. We thank her for sharing her gifts and talents over the years. She was instrumental in the success of our Christmas and Spring Productions as well as our successes in the National Arts Festival. Mrs. Williams is being transferred to St. Thomas More with effect this semester.

Please let us welcome both ladies to the Land of the Giants, where we *“Make A Difference - Everyday!”* and say farewell to Mrs. Williams.

A few reminders and important notices for your attention:

SCHOOL FEES: – If you have not already done so, please ensure that all fees are brought current.

Please email a copy of the fee receipt to: jrichardson@cec.edu.bs, khall@cec.edu.bs, jgoffe@cec.edu.bs and kdodge@cec.edu.bs as proof of payment.

***REGISTRATION, TESTING, CAPITAL DEVELOPMENT AND SPECIAL FEES ARE NON-REFUNDABLE AND NON-TRANSFERABLE. Banking Instructions –** Please see instructions below on school fee payment options for persons who have online banking with FirstCaribbean International Bank or Royal Bank of Canada.

FCIB School Fee payments:
Account Name: RCANB Special Catholic School Account
Account Number: 1126917
Bank Transit Number - 09786 (Palmdale)
Account Type: Checking

RBC School fee payments:
Account Name: RCANB Catholic Education Centre
Account Number: 2897445
Bank Transit Number - 05745 (Palmdale)
Account Type: Checking

The New and Preferred form of Payment is via: tuitionpay.io

MORNING PROCEDURE

PLEASE **ENTER** THE CAMPUS FROM MARCUS BETHEL WAY or OFF WEST BAY STREET BY ROAD TRAFFIC AND **EXIT** THE CAMPUS BY THE NATIONAL PRIDE BUILDING. PLEASE BE CAREFUL DRIVING ON THE SCHOOL GROUNDS, AND ALWAYS LOCK UNATTENDED CARS. PLEASE DO NOT LEAVE VALUABLES VISIBLE IN YOUR VEHICLES.

TARDINESS

Any student arriving at school after 8:30 a.m. will be considered late and is therefore required to sign the late book in the school’s office. Students who are late **two or more times** in one week will be placed on in-school **suspension and a warning letter given to parents**. If the lateness continues parents will be called in for a conference with administrators.

AFTERNOON PROCEDURE

You will gather outside the gate, to wait for your child/ward who will be accompanied by the class teacher, under the cabana. Students will be dismissed at various times:

Kindergarten – Grade 2: Dismissal is at 2:45 p.m.

Grades 3 – 6: Dismissal is at 3:00 p.m.

Any student left after 3:30 p.m. will be placed in After-School Care for a small fee of **\$5.00** (due daily upon collection).

***Parents with more than one child will pick up according to the grade level of the oldest child.**

SECURITY PROTOCOL

- Parents are required to use the Drive-up system. Parents will drive-up and allow the child/children to exit the vehicle without parking. It is important that students are prepared to exit the vehicle in the shortest time possible. This will enable a smooth flow of traffic.
- Hand sanitization will be done upon arrival and before students enter the classroom.

STUDENTS SHOULD BE COLLECTED PROMPTLY AFTER DISMISSAL (unless involved in after school activities).

PowerSchool – Parents and Guardians are encouraged to keep a keen eye and check grades regularly.

P.E. and Swim Dress Codes – Students in Grades K - 6 are to come dressed in P.E. clothes on P.E./Swim days. On swim days, students are to wear their swimsuit or swim trunks under their P.E. uniform (LABEL everything).

All medical information is private and confidential.

If your child is off from school for any reason (not related to illness) please inform your child's classroom teacher so your child does not count as "off sick."

In your email, please include the *child's name, school he or she attends and the teacher's name*. Please email Nurse Hawkins should you have any questions or concerns.

Dates to Remember*

August 2023

- 28 - Parents drop off school supplies (12:45 – 3:00 p.m.) Class lists will be posted on the doors
- 30 - 8:20 a.m. Students return (NOON dismissal)
- 31 - Full day of classes (Gr: K – 2 dismissed at 2:45 p.m.; Gr: 3 – 6 dismissed at 3:00p.m.)

September 2023

- 4 - Mr. Musgrove will be in the parking lot (morning and afternoon) selling PE kits etc.
- 6 - K-6 Class meetings 6 - 7 p.m.
- 7 - Grades 2 - 6 Awards ceremony 1 p.m. Seton Hall
- 8 - International LITERACY Day (Fathers to volunteer to read to their child's class)
- 18 - PTA meeting 6 p.m. Seton Hall
- 29 - Back to school dance (2 - 4 p.m.) \$10

N.B. - All parents and visitors should report to the office after signing in at the Security Booth.

Parents should NOT proceed directly to the classrooms.

Communication - Parents and Guardians are encouraged to communicate with their child's/children's teacher via email. All emails will be answered within 48 hours. Administrators can be courtesy copied when emails are sent. Their email addresses are as below on page 4.

N.B. If your child is absent from school for any reason, please notify your child's classroom teacher and

special area teacher and administrators.

Principal: Mrs. Jacintha Goffe - jgoffe@cec.edu.bs
 Vice Principal: Mrs. Kmchell Dodge - kdodge@cec.edu.bs

The email addresses for our teachers, Guidance Counselor, School Nurse, Secretary and Bursar are as follows:

Name of Staff	Grade Level/Subject Email address
Mrs. Leshan Cartwright	Kindergarten - KC lrichardson@cec.edu.bs
Ms. Tamanika Bowleg	Kindergarten Assistant tbowleg@cec.edu.bs
Ms. Gaylene Green	Kindergarten - KG gaylene.green@cec.edu.bs
Ms. Cherise Clarke	Kindergarten Assistant cherise.clarke@cec.edu.bs
Ms. Petra Marshall	Grade 1 Teacher pmarshall@cec.edu.bs
Ms. Elia Nouguez	Grade 1 Assistant elia.nouguez@cec.edu.bs
Ms. Chantal Deveaux	Grade 1 Teacher chantal.deveaux@cec.edu.bs
Ms. Ignacia Cox	Grade 2 Teacher icox@cec.edu.bs
Ms. Anthonicia O'Brien	Grade 2 Teacher aobrien@cec.edu.bs
Ms. Kenria Dorsett	Grade 3 Teacher kdorsett@cec.edu.bs
Mrs. Deon Francis	Grade 3 Teacher dfrancis@cec.edu.bs
Mrs. Corlette Kerr	Grade 4 Teacher ckerr@cec.edu.bs
Mrs. Amoranna Maycock	Grade 4 Teacher amaycock@cec.edu.bs
Ms. Daleshantae Patton	Grade 5 Teacher daleshantae.patton@cec.edu.bs
Ms. Phoenicia Smith	Grade 5 Teacher phsmith@cec.edu.bs
Mrs. Rayette Strachan	Grade 6 Teacher rstrachan@cec.edu.bs
Mrs. Selensia Percentie -Williams	Grade 6 Teacher spercentie@cec.edu.bs
Mrs. Erin Ellis	Spanish ellis@cec.edu.bs
Ms. Marthanece Bullard	Computer mbullard@cec.edu.bs
Mrs. Maureen Farquharson	Mathematics mfarquharson@cec.edu.bs
Ms. Michelle Clare	Music miclare@cec.edu.bs
Ms. Rhian Davies	Physical Education rhian.davies@cec.edu.bs
Mr. Shane Stewart	Art sstewart@cec.edu.bs
Mrs. Wanda Farquharson	Religion wfarquharson@cec.edu.bs
Mrs. Yvanda Munroe - Rolle	Library/Corrective Reading ymrolle@cec.edu.bs
Mrs. Joanne Brown-Hamilton	Guidance Counselor jhamilton@cec.edu.bs
Nurse Elizabeth Hawkins	School Nurse ehawkins@cec.edu.bs
Mrs. Kiimsychie Hall	School Secretary khall@cec.edu.bs
Ms. Jeanette Richardson	Bursar jrichardson@cec.edu.bs

