



EXCELSIOR EDUCATION CENTRE

Methodist Church In the Caribbean & the Americas - Jamaica District.
Founder Dr. The Hon. A. Wesley Powell, O.J. O.B.E., LL.d, M.A., BSc.

EXCELSIOR HIGH SCHOOL

137 MOUNTAIN VIEW AVE., KINGSTON 3, JAMAICA W.I. TEL: (876) 938-0751, (876) 938-4561, (876) 619-0728-9 FAX: (876) 938-0744
Email: xlcr1931@yahoo.com excelsiorhighschool@yahoo.com www.excelsiorhighja.com

March 26, 2025

Dear Parent/Guardian

Kindly note that formal classes for Grade 11 students will officially end on Tuesday April 8, 2025. This is to facilitate preparations for the CSEC and City & Guilds external examinations that begin on Thursday May 1, 2025. Students will then be required only to attend school for examinations. We strongly advise that you become familiar with your child/ward's timetable so as to assist in ensuring that he/she arrives at each examination on time.

Please note that **no** student will be allowed on the school campus for extra classes, unless he/she has been issued with a pass. Please check to make sure that your child/ward has a valid pass for the particular day and time before you grant him/her permission to leave for school.

It is important that your child/ward remembers that **all the school rules still apply**, particularly those that address behaviour and uniform. Students will not be allowed to sit any examination on the school's campus unless they adhere to the rules. A number of the rules concerning deportment have been highlighted below.

- Hair pieces are not allowed.
- Low cut, evenly, trimmed hairstyle with no designs or tinting must be worn by boys.
- Nails must not be coloured.
- There must be no extensions worn on nails.
- The wearing of make-up is not allowed.
- The only jewellery worn must be the ones allowed by the school rules.
- Regular school shoes as indicated by the school rules must be worn.
- Students must wear all components of the school uniform as specified by the rules.
Absolutely no altered or adjusted school uniform must be worn to school.

HEADS OF INSTITUTIONS:
PRE-PRIMARY/PRIMARY
Mrs. Claudette Cope, B.Sc. (Hons) M.Ed.
Mrs. Linda Campbell, B.Sc. (Hons)

SECONDARY
Mr. Deanroy Bromfield, B.Sc., M.Ed.

COMMUNITY COLLEGE (DAY & EVENING)
Mr. Philmore M^cCarthy, MBA, B.Sc. (Hons)



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- Students WILL NOT be permitted to sit examinations if they are not in possession of their school identification card and their examination timetables.
- Students are allowed to use silent electronic calculators in some examinations. Students must NOT CARRY ANY CELL PHONES/ SMART WATCHES OR SIMILAR ELECTRONIC DEVICES to the examination room.
- NO BAGS OF ANY KIND will be allowed in the examination room.

We wish your child/ward success as he/she embarks on this important assignment.

Sincerely,

Karen Grizzle (Mrs.)
Grade 11 Supervisor

Marlene Grey-Tomlinson (Mrs.)
Vice Principal



Jan Clarke
Grade 11 Supervisor

Deanroy Bromfield
Principal

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