

PRIMARY SCHOOL STARTER PACK



NOVA PIONEER
SCHOOLS FOR INNOVATORS & LEADERS



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• E-mail: admissions.ke@novapioneer.com •



WELCOME TO NOVA PIONEER

Dear Parents,

Congratulations and welcome to the Nova Pioneer Family!

We started Nova Pioneer because we wanted to offer schools that were different. Schools in which young people would grow up to shape the world and not just work in it. That's why our mission is to develop the innovators and leaders who will shape the African century.

To do that we need to develop Novaneers in three ways:

The first is **character**. The character of a Novaneer is defined by six specific mindsets and behaviours that we call our Culture Principles. They challenge us to set high expectations, grow from every challenge, and seek to serve.

The second are **capabilities**, specifically the capabilities to solve problems collaboratively and to develop high levels of academic mastery. Our students require both of those to take on the world with confidence and to create new possibilities for themselves and for others.

The third area is **connection**, meaning connection to the world and to each other. We are a pan-African network because we want our students growing up connected and sharing experiences with other students across the continent, and we invest in a Post School Success Programme to support success and connection beyond school.

Nova Pioneer schools offer a truly different experience for students. Too many schools are places where students learn what they "can't" do. Nova Pioneer is a place where, on a daily basis, students have the opportunity to learn and discover that **they can**. Students know that they are fundamentally capable of taking on the world as optimistic and self-assured innovators and leaders.

We look forward to having you join the Nova Pioneer family!

Warm Regards,

Chinezi Chijioke
CEO, Nova Pioneer

INFORMATION CONTENTS

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OUR SCHOOL AND ORGANISATIONAL CULTURE

We believe that you cannot have great learning or build a great community without a strong and positive culture. At Nova Pioneer, all students, teachers and staff live and learn by the following six culture principles.

SCHOOL CULTURE PRINCIPLES



JOY OF LEARNING

We are lifelong learners. We see an opportunity to learn in everything that we do and we value curiosity and discovery.



GREATER TOGETHER

We collaborate with and support our teammates because we believe that we can achieve more together.



ALWAYS GROWING

We constantly seek out difficult challenges, share and receive helpful feedback as a gift, and see every failure as an opportunity to learn and grow.



SERVANT LEADERSHIP

We see service to others as a key part of being a global citizen. We know that leadership is not about ourselves, but about building something greater.



SOLUTIONS FIRST

Everything is possible if you are creative and think critically about the problem. We always bring solutions when faced with difficult challenges.



HIGH EXPECTATIONS

We sweat the small stuff and take pride in our work. We believe that our work is a representation of ourselves so we give our best in all that we do.



OUR LEARNING MODEL

Learning looks a little bit different at Nova Pioneer. From the language our students and teachers use in the classroom, to the behaviours our students exemplify, this section will help you decipher the ed-lingo that you and your child will encounter in our organisations.

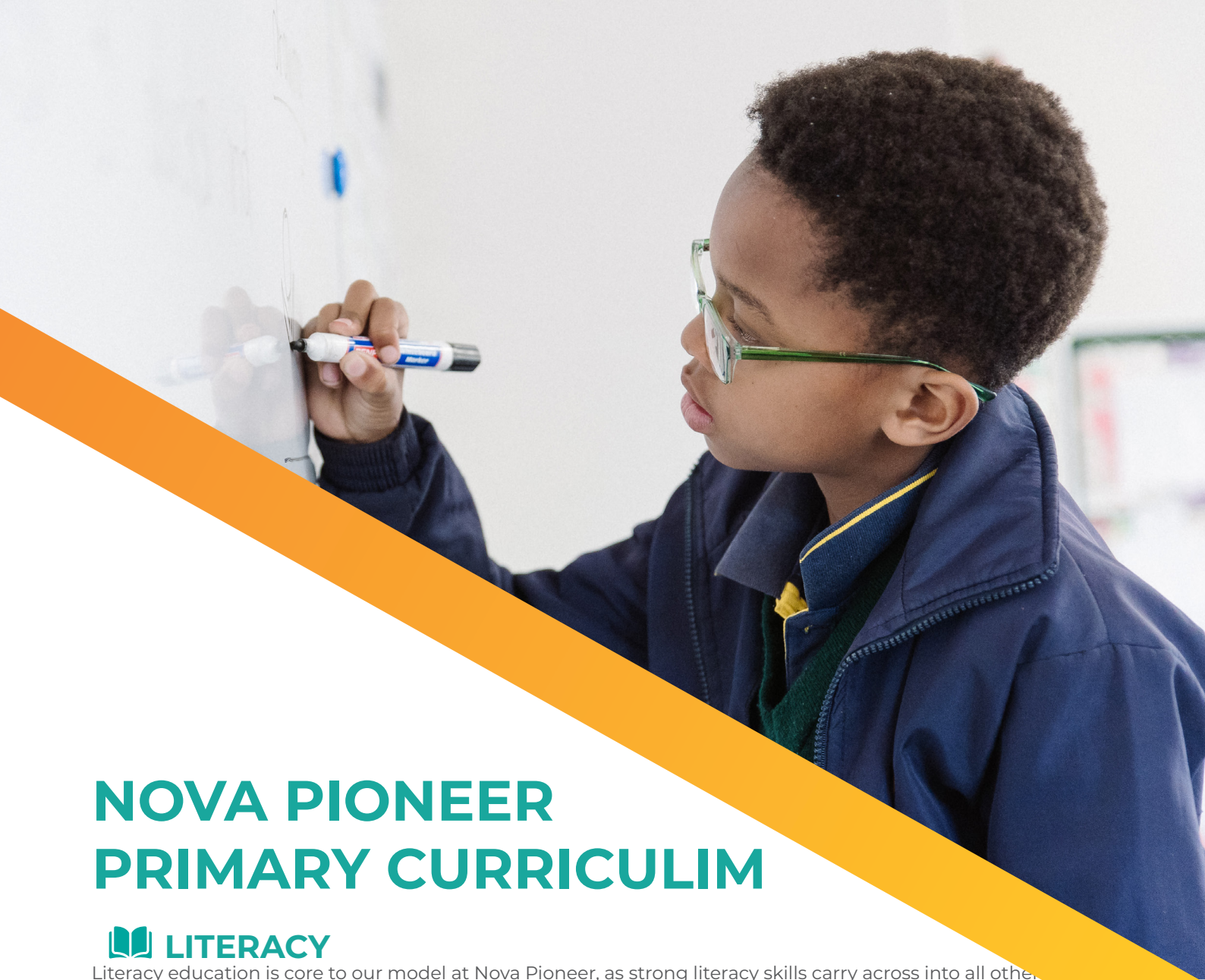
CLASSROOM BEHAVIOURS

Develop Your Answer	Verbal prompt to have students give more detail and description in their responses.
Risk It	A verbal prompt to challenge students to attempt a response, even if they aren't sure if they're correct.
Eyes on the Speaker	Prompt to remind students to look at the person who is talking. This can be verbal or a hand signal - forefinger and middle finger point to eyes and then in direction where the learner should be looking. Used during discussions/ reflections as a sign of respect also allows for one to follow the conversation.
LEADER	An acronym for our student active learning model. L: Listen actively E: Engage A: Appreciate D: Develop your answer E: Evaluate R: Risk It
Leader Posture	Students are sitting up straight in their seats at attention.
Voice Levels	0 - Silent (Personal voice) 1 - Partner (Collaborative voice) 2 - Table 3 - Presentation (Stage voice) 4 - Outside

OUR LEARNING MODEL

CLASSROOM ACTIVITIES

Additional Languages	Our language of instruction is English.
Blended Learning	Instruction that incorporates educational software into classroom activities.
Centres	Spaces in the classroom allocated to different learning activities. Students rotate between these areas to practice various skills and objectives.
Do Now	A quick assessment question that students answer at the beginning of class to test their mastery of a previously taught objective.
Exams	Large assessments.
Exit Tickets	Short written assessment questions given at the end of a lesson to test student mastery of the lesson objective. Exit tickets are a student's ticket out of the classroom and are used by the teacher to gauge student understanding of the lesson material.
Exploration Day	Primary Schools include weekly Exploration Days for students. The students explore the selected themes within their emergent curriculum. Exploration Day is a theme-based investigation space that encourages students to explore three different disciplines: science, art and technology. At Nova Pioneer, we see this day of rotations as an opportunity for deepening the learning that is already happening in the classrooms and to supercharge investigations! Each theme is run for six weeks and culminates in an exhibition and student presentations to showcase the students' work and victories. Parents are invited to join us for these exhibitions to explore and celebrate the students' findings as a community. We believe that this ignites students' curiosity and hopefully rekindles a sense of wonder in you, our Nova Pioneer parent.
Guided Reading	This is one component of a multifaceted literacy strategy. In Guided Reading, students are grouped according to reading proficiency and read with a teacher in small groups. Books are selected at the students' "instructional level", which is just above their "independent reading level".
Homework	Out-of-class assignments in Nova Pioneer's secondary schools to help reinforce student comprehension on course material.
Innovation Time	A designated time during the week in which students are given various problem solving challenges and technology education. This program is offered in Nova Pioneer's secondary schools.
Authentic Assessment	Out-of-class assignments in Nova Pioneer's secondary schools to help reinforce student comprehension on course material.
Projects	Assignments in which students are asked to apply their course knowledge to real-life problems (Secondary schools). Each school indicates timing, in-class, out of class, subjects covered, etc.
Quizzes	Small assessments.
Reflection meeting	A whole class meeting in which a problem or a theory from an investigation is posed to the students.
Skill-based Small Group Instruction	Nova Pioneer Primary School lessons use small-group instructional plans for teaching students.
Writer's Workshop	This is the writing component of a multifaceted literacy strategy. Students write in a variety of genres, including stories, how-to texts, persuasive texts, poetry, and informational texts. Students refine and create multiple drafts of their work and often read the finished product to their classmates.



NOVA PIONEER PRIMARY CURRICULUM

LITERACY

Literacy education is core to our model at Nova Pioneer, as strong literacy skills carry across into all other subjects. Below are the different components of our literacy model. All components have been aligned to the new Kenyan 2-6-3-3 curriculum.

Read Aloud

Each day, the teacher reads a book aloud to students, focusing on a key skill in reading comprehension.

Literacy Centres

Students rotate between centres focussed on different literacy activities, including grammar, word work, writing, independent reading, and blended (computer-based) learning.

Guided Reading with Reading A to Z

Twice per week, students receive small-group instruction in reading mechanics and comprehension using our Guided Reading Programme, Reading A to Z. Each child reads a leveled book with the teacher providing feedback and support to strengthen their reading skills.

Phonological & Phonemic Awareness with THRASS

Twice per week, students receive small-group instruction in phonological and phonemic awareness with THRASS (Teaching Handwriting, Reading, and Spelling Skills), our phonics programme for teaching students speech sounds in English.

Writer's Workshop

Students have a daily Writer's Workshop lesson focused on building students' skills in writing. Students receive a mini-lesson in a particular writing skill, have time for independent writing and conferencing with their teacher, and then close with time for sharing their writing with others.



MATHEMATICS

In addition to literacy, mathematics is the second core piece to the Nova Pioneer academic model. We believe that building solid number sense in our students is critical to their success in later schooling. Below are the components to our mathematics model - these components are all aligned to the Kenyan 2-6-3-3 syllabus.

Singapore Maths

We utilise lessons and resources from the Singapore Maths curriculum. This curriculum approaches mathematics by building student understanding from working with concrete representation, to pictorial representation, and then to abstract (numeral-based) representation. This gives students a solid foundation of mathematical understanding, so rather than memorising mathematical rules, they understand the basis for the rule.

Cognitively Guided Instruction

Once per week, students receive a lesson using the Cognitively Guided Instruction (CGI) approach. In this approach, students are asked to solve a word problem using the strategy of their choice, and then to explain their thinking to the class. This approach allows students to see a variety of methods for solving a problem and builds their critical thinking skills.

Maths Centres

Students rotate between centres focused on different mathematical activities and games, as well as blended (computer-based) mathematics, independent maths practice, and a small-group lesson with their classroom teacher.



SWAHILI

At Nova Pioneer, we are committed to developing multilingual skills in our students. From PP2, our students receive instruction in Kiswahili using the new Kenyan curriculum.



ENVIRONMENTAL STUDIES, CHRISTIAN RELIGIOUS EDUCATION, AND CREATIVE ARTS

Students receive weekly Christian Religious Education lessons as well as Environmental Studies lessons, with a focus on Science and Social Studies. Students also receive a weekly Music lesson in alignment with the Creative Arts curriculum with our Music Specialist. Other components of the creative arts are incorporated into our Friday Exploration Day.



PHYSICAL EDUCATION

At Nova Pioneer, we believe it is important that our students move their bodies every day. Students receive a daily Physical Education lesson with our Physical Education teacher, focusing on psychomotor skills appropriate for their age group.





STEAM

STEAM is the academic discipline of Science, Technology, Engineering, Art and Mathematics.



AVAILABLE SPORTS & CLUBS

- Football
- Swimming
- Basketball
- Get Sporty
- Green Gang
- Zumba
- Ballet
- Hoppin n' Boppin
- International Maestro
- Drama Queens and Kings
- Little Einsteins
- LG Book Club
- Scouts
- Health Champs
- Young Engineers
- Great Debators
- Picturesque
- Home Makers
- Leadership
- Tatu TED
- Incredible Voices



SCHOOL UNIFORM

Playgroup (Age 3)



Home Clothes



Formal Khaki
Ksh 1700
QTY: 1



Navy Polo Shirt
Ksh 1200
QTY: 1



Green Sweater
Ksh 1500
QTY: 1



Bucket Hat
Ksh 600
QTY: 2



Navy Blue Apron
Ksh 500
QTY: 1



Black Socks
QTY: 1



Blanket
QTY: 1
Light blanket to be used during nap time



Crocs
QTY: 1
To be worn daily inside classroom



Takkies
QTY: 1
Navy blue/Black

PP1 (Age 4)



Formal Khaki
Ksh 1700
QTY: 1



Navy Polo
Ksh 1200
QTY: 1



Green Sweater
Ksh 1500
QTY: 1



Bucket Hat
Ksh 600
QTY: 2



Takkies
QTY: 1
Navy blue/Black



Black Socks
QTY: 1



Navy Shorts
QTY: 1



T-shirt
QTY: 1



Blanket
QTY: 1
Light blanket to be used during nap time



Navy Blue Apron
Ksh 500
QTY: 1



Crocs
QTY: 1
To be worn daily inside classroom

PP2 (Age 5)



Formal Khaki
Ksh 1700
QTY: 1



Navy Polo
Ksh 1200
QTY: 1



Green Sweater
Ksh 1500
QTY: 1



Bucket Hat
Ksh 600
QTY: 2



Black Socks
QTY: 1



Navy Shorts
QTY: 1



T-shirt
QTY: 1



Crocs
QTY: 1
To be worn daily inside classroom



Takkies
QTY: 1
Navy blue/Black

Primary (Grade 1+)



Formal Khaki
Ksh 1700
QTY: 1



Navy Polo
Ksh 1200
QTY: 1



Green Sweater
Ksh 1500
QTY: 1



T-shirt
QTY: 1



Bucket Hat
Ksh 600
QTY: 2



Black Socks
QTY: 1



Tracksuit
Ksh 4500
QTY: 1



Navy Shorts
QTY: 1



Takkies QTY: 1
Navy blue/Black



Leather Shoes
QTY: 1



Crocs
QTY: 1
To be worn daily inside classroom

UNIFORM SCHEDULE

	Mon.	Tue.	Wed.	Thur.	Fri.
Playgroup (Age 3)	Home Clothes	Home Clothes	Home Clothes	Home Clothes	Formal Khaki Navy Polo Green Sweater Takkies (Navy blue/Black)
PP1 (Age 4)	Navy Shorts NP T-shirt Green Sweater Takkies Bucket Hat	Formal Khaki Navy Polo Green Sweater Takkies Bucket Hat	Formal Khaki Navy Polo Green Sweater Takkies Bucket Hat	Navy Shorts NP T-shirt Green Sweater Takkies Bucket Hat	Formal Khaki Navy Polo Green Sweater Takkies (Navy Blue/Black) Bucket Hat
PP2 (Age 5)	Navy Shorts NP T-shirt Green Sweater Takkies Bucket Hat	Formal Khaki Navy Polo Green Sweater Leather Shoes Bucket Hat	Formal Khaki Navy Polo Green Sweater Leather Shoes Bucket Hat	Navy Shorts NP T-shirt Green Sweater Takkies Bucket Hat	Formal Khaki Navy Polo Green Sweater Takkies (Navy Blue/Black) Bucket Hat
Primary (Grade 1 +)	Track suit NP T-shirt Green Sweater Takkies Bucket Hat	Formal Khaki Navy Polo Green Sweater Takkies Bucket Hat	Navy Shorts Navy Polo Green Sweater Takkies Bucket Hat	Track suit NP T-shirt Green Sweater Takkies Bucket Hat	Formal Khaki Navy Polo Green Sweater Leather Shoes Bucket Hat

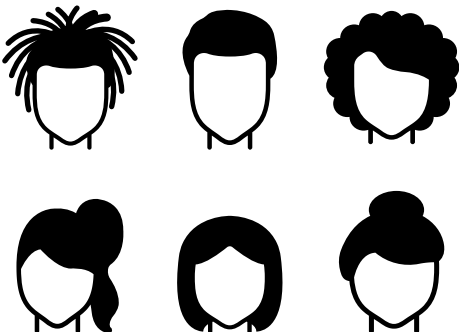


Fleece

Ksh 2400

To be purchased
for all ages and worn
during colder months

HAIR POLICY



Our **hair policy** would be affirming
to learners identities and presentable.
No beads or adornments will be allowed.



Color Talk

Adams Arcade 1st Floor

Contact Person: Tase Asetto

0722 720912 / 0715 035118

email: emma@colortalk.co.ke



ANIMET LTD

Animet Ltd

Yaya Centre - 3rd Floor

Diamond Plaza II - Lr. Ground Floor

T-Mall (Langata Rd) - 2nd Floor

Contact:

Yaya - 0701 018 180 / 0772 018 180

D. Plaza - 0799 716 306 / 0777 716 306

T-Mall - 0716 860 950

email: uniforms@animet.co.ke



NOVA PIONEER
SCHOOLS FOR INNOVATORS & LEADERS



TRANSPORT TATU CITY CAMPUS BUS ROUTES - 2019



ZONE	ESTATE/SUBURB	APROXIMATE FEES PER TERM
1 A	Kamiti Corner Estate, Mugumo Estate Kahawa West Estate, Kiamumbi, Jacaranda Estate	KES 17,000
1 B	OJ/BTL, Ruiru Prison	KES 17,000
2 A	Kugeria Estate, Fivestar Estate, Mushroom Estate Riverview Estate, Kwaheri Drive	KES 21,900
2 B	Kirigiti/ACK St. Paul, Edenville, Fourways Junction Runda Paradise/Kencom Sacco, Thindigwa, Migaa	KES 21,900
2 C	Forest Court, Serengeti Court, Millimani Court Varsity Ville, Green Valley Court, Eden Court, Ebenezer/Rollex Court (Membley)	KES 21,900
2 D	Safari Park, Kasarani, Equity, Clay works Garden Estate	KES 21,900
3 A	Kahawa Wendani, Thome Estate, Kahawa Sukari Muthaiga North/Balozi Estate, Ngara/Pangani Roasters, Will-Mary Estate	KES 28,800
3 B	Ruaka, Mucatha, Thigiri Ridge/ New Muthaiga Ndenderu-Banana Link	KES 28,800
3 C	Kimbo, Kenyatta Road, Toll Station, Mugutha Juja Town, Juja South Gate	KES 28,800
3 D	Kamakisi, Engen/ Miti-Kenda, Total/Corner	KES 28,800
4 A	Avenue, Tassia Estates, Donholm, Harambee Sacco Estates, Nyayo, Baraka Estates	KES 32,000
4 B	Riverside Drive, Westlands/Brookside Drive Valley Arcade/Matundu Villas, Kilimani/Hurlingham	KES 32,000



NOVA PIONEER
SCHOOLS FOR INNOVATORS & LEADERS



TRANSPORT

ATHI-RIVER CAMPUS BUS ROUTES



**NOVA
PIONEER
PRIMARY**
ATHI-RIVER

ZONE	ESTATE/SUBURB	APPROXIMATE FEES PER TERM
School Zone	Greatwall 3, Pine City, Sunset Boulevard, Senior Staff Estate	KES 8,000
Athi-River	Athi-River, Lukenya Heights, Green Park Estate	KES 21,900
Nation/Kapa	Muthama Heights, Easy Prestige Lyn Wood Apartments, 67 Apartments, Elaine Park, Shaba Village, Lucky Star Apartments	KES 21,900
Mlolongo	Mlolongo, Valley View Estate Sheshe Gardens, 102 South Park, Kenchic	KES 21,900
Syokimau	Fivestar Gardens, Airport View Estate Sawada Estate, Bustani Estate Athi View Estate, Syokimau Greatwall 1 & 2	KES 21,900
Nyayo/Embakasi	Tumaini Estate, Avenue Estate Nyayo Embakasi, Baraka Estate, Utawala	KES 28,800
Imara Daima	Imara Daima Estate, Villa Franca Estate, Mui-Mara Estate, Sunrise Estate, Amara Park, Imara Gardens	KES 28,800
Kitengela	Kitengela	KES 23,000
South B	Hazina Estate, Diamond Park 1 & 2 Banque Villas, Eagle Plains Estate, Buru Buru, Donholm Estate	KES 32,000
South C	Fivestar Estate, Mugoya 1 & 2, Akila 1 & 2, Akiba Estate, KLB Estate, Soledo Estate, Fairways Estate, Nairobi West	KES 32,000

SCHOOL FEES

Applicable to the 2019 School Year

Grade	Fee per Term
Playgroup	Ksh 62,800
PP1	Ksh 64,700
PP2	Ksh 66,700
Grade 1	Ksh 74,400
Grade 2	Ksh 74,400
Grade 3	Ksh 81,700
Grade 4	Ksh 81,700
Meals	Ksh 13,500

OTHER FEES

Enrollment Fee (one time)

KSH 4000

Paid to confirm placement following acceptance

Caution Fee (one time, refundable)

KSH 10,000

To be returned upon graduation minus deductions for any damages

Clubs Subscription Fee

Details provided separately

NOTES

This is Inclusive of all technology, textbooks, meals, supplies, and core extracurricular activities.

A deposit of KSH 50,000 (non-refundable) is required upon acceptance to the school, and is applied to Term 1 Fee.

1. Proof of payment

Please note that we won't be requiring you to submit proof of payment on opening day. Instead we will only request for it if we are unable to identify your payment.

2. Forms of payment accepted

Payment Method	Instructions	Proof of Payment
Bank Deposit	<p>Indicate the account number as the student's index number preceded by code 99030, on the deposit slip.</p> <p>i.e 99030XXXXXXXXX where XXXXXXXXX is the 8 digit student's ID number.</p> <p>Bank account details Account name: Nova Pioneer Collections Account Bank: Stanbic Bank Branch: Chiromo Account Number: 99030XXXXXXXXX</p>	Deposit Slip

Payment Method	Instructions	Proof of Payment
Bank Transfer	<p>Indicate the account number as the student's index number preceded by code 99030, in the transfer instructions.</p> <p>i.e. 99030XXXXXXXXX where XXXXXXXXX is the student's ID number.</p> <p>Always include the student name and ID number on the transaction narrative/reference</p> <p>Bank account details: Same as above.</p>	Transfer slip/ Transaction details printout
M-Pesa Transaction	<p>NB: Indicate the student's 8 digits index number as the account number.</p> <p>Payment instructions:</p> <ul style="list-style-type: none"> a. M-pesa b. Lipa na M-Pesa c. Paybill <ul style="list-style-type: none"> M-Pesa Paybill Number: 818319 d. Account Number (8 digit student ID number) 	Confirmation message

NOTES

Cash payments and cheques are not accepted. Please bank them and keep the deposit slip as proof of payment as it may be requested in case we are unable to identify your payment

3. Late payment policy

a) Penalty: If full term fees are not paid by the payment deadline, **7th January 2019**, a **late fee of 10% will apply on the outstanding tuition amount.**

For e.g. - if full tuition payment is not made by deadline and outstanding balance is KSH 50,000, a late fee of 10% or KSH 5,000 will apply which must be paid with the outstanding balance within one month of the passed deadline for a total of KSH 55,000.

b) Student withdrawal: If school fees and late fees are not fully settled within a duration of one month after the payment deadline, 7th February, the parent/guardian will be required to take his/her child home and only resume studies when the balance has been cleared. Please note that the student's spot may be taken by someone on the waiting list during this time.

c) Communication: For payment inquiries, please contact the school using the following method:

Email: payments.ke@novapioneer.com



INTRODUCING THE PARENT PORTAL

The Nova Pioneer Parent Portal is the one stop shop for all information related to your child's admission at Nova Pioneer. Everything you need to know and every action you need to take to secure your child's spot is available to you on this portal at anytime, anywhere. Easy access to relevant information about the school at any time. Conveniently track your admissions progress with all important deadlines and requirements easily available to you at all times.

WHAT CAN YOU DO ON THE PORTAL?



HOW DO I LOG IN?

Your acceptance email contains your username and password.

Search for **welcometonova-pioneer.com** on your favorite search engine and use the log in details in your acceptance email and you are ready to go. You can reset this after the first log in.



SECURE YOUR CHILDS SPOT IN THE CLASS

You can make a deposit and pay fees to secure your spot at Nova Pioneer without having to make a trip to the bank.



SUBMIT ALL OF YOUR DOCUMENTATION

Submit all the required and mandatory documentation to complete your admission into Nova Pioneer with only a few clicks.

What are these documents?

- Child's birth certificate
- Learner recent school report
- Parent ID
- Proof of residence
- Proof of income
- Learner's information
- Family information
- Contract of enrolment
- Image release consent
- Payment option



EDIT YOUR INFORMATION

Make changes to your family's contact information in case of a change or error so that you never miss out on any communication or update from Nova Pioneer.



LOST OR FORGOT YOUR PASSWORD?

Click on **Forgot Password** on the homepage and retrieve your password.



HAVING TROUBLE? NEED TECH SUPPORT?

We have created a walk-through video just for you detailing all the steps you need to take.

Still having trouble? Don't worry, just give us a call on **0723 976 585** and our support team is ready and excited to assist you.



HOW TO CONNECT WITH US

 admissions.ke@novapioneer.com | **0703-421670**

 Nova Pioneer Kenya

 @novapioneer_ke

 @novapioneer_ke