



EVAGREEN

Complex College



Welcome to
Evagreen Complex College

Respect for learning
Respect for others
Respect for the school.

Thank you for your interest in Evagreen Complex College.

We feel very privileged to have you part of this family, a school where you can be confident your child will be safe, happy and have his visions shaped.
Our core values are reflected in our mission statement.

"To shape the vision of every member of the school community to achieve their full potential"
Working with you as a parent will be vital to your child's success; we hope this is the start of a successful partnership and we look forward to welcoming you and our family to your school.



Evagreen Complex College

"Shaping Vision"

ECC

Since
2008

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Examination Results

Evagreen Complex College is a very successful "learning school" at all levels. The school prides itself on providing a good education for students with the use of innovative approaches to teaching and learning.

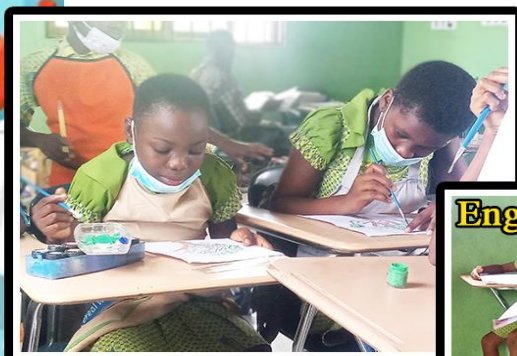
We are proud when students who have recently left Evagreen Complex College continue to excel in education and gain admission in some of the finest Senior High Schools in the country.

Our latest BECE results can testify to that.

"The quality of teaching is good. Most teachers use strong subject knowledge to plan clear sequences of learning.

Their questioning skills are very effective."

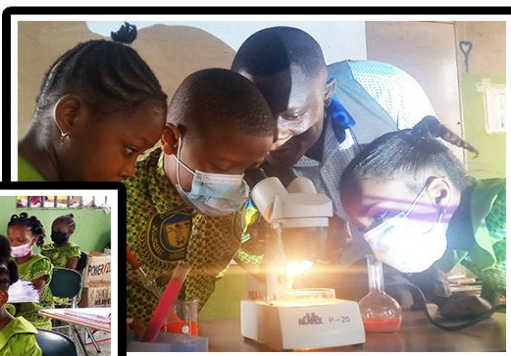
Our Subjects



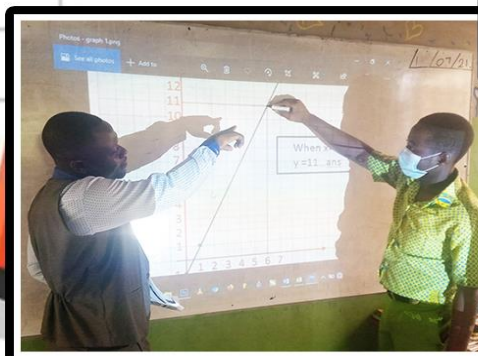
Creative Arts



English



Science



Mathematics

French



Computing



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HOMEWORK

We believe that homework plays an important part of students development and progress. Our teaching staff set appropriately challenging homework for students in all key stages to help with extending their knowledge, developing independent learning skills, and ensuring that individuals are working towards their objectives and targets. Homework is never set for no good reason. We want all students to embrace learning at home and see this as a vital part of their development. To help students organize the demands of homework, all homeworks will be recorded onto a "Classchart" which students and parents can access via a mobile phone.

CO CURRICULAR PROGRAMS

Evagreen Complex College offers co-curricular programmes which has been designed to develop the students' cultural capital. During this time students engage in activities to support them in making progress with their learning, their general knowledge and also prepare them for their role as active citizens in society. These activities are designed to complement the curriculum they follow and are a fun way of learning. Sessions are designed not to be a 'normal' lesson. Students really enjoy the sessions and there is a real buzz around the school during co-curricular activity time. Sessions are planned and delivered by competent staff in the subject areas. Students then complete several programmes of study including:

- literacy (Readers club),
- Cadet corps,
- UCMAS,
- French club
- Culture & Art club.



Behavior and expectations

Standard of behavior and conduct at Evagreen Complex College are high.

Observations by many parents of the school community is that:

"Pupils are polite and courteous to each other. Mutual respect between pupils and staff is clearly evident. There is a convivial atmosphere during social times and a calm learning environment throughout lessons."

This is summarized as:

Respect for Learning

- Ensure your behavior allows the teacher to teach, and students to focus on learning.
- Be prepared for learning, bringing equipments and completing homework.
- Work to the best of your ability and demonstrate that you value learning and wish to make progress.
- Be on time and be present for learning.

Respect for others

- Be polite and courteous to staff and students, using positive appropriate language at all times.
- Respect people's personal space and privacy of belongings, do not touch people or things without permission.
- Respect people's rights not to be teased or bullied and do the right thing reporting any behavior that violates others' rights.
- Respect people's uniqueness and differences and value everyone who is part of our school community.
- Observe social distancing and avoid all physical contact with others.

Respect for the school.

- Respect school staff and cooperate with them in lessons and outside of class.
- Wear the school uniform with pride.
- Ensure your behavior contributes positively to the school's reputation both in school and the community
- Respect the environment and school resources at all times.
- Strive to be the best you can be.



The school day

Students' arrival time is 7:00 am.

Morning registration is at 7:30 am

Period 1 8:00 – 9:00 am

Period 2 9:00 – 10:00 am followed by 30 minutes break

Period 3 10:30 – 12:00 pm followed by 1 hour lunch break

Period 4 1:00 – 2:30 pm

Period 5 2:30 – 3:30 pm (After school lessons)

Note: School gate closes each morning at 7:30am for the primary and 8:00am for the pre-school. The school cannot be liable for mishaps or accidents that occur to students outside the stated regular school hours. Parents who wish to bring their wards an hour before or pick up their wards an hour after school closes are to contact the management for special arrangement as school personnel may not be available to supervise students during such hours.

Lunch time arrangements

The school operates a canteen which provides nutritious meals for students each day. There is a variety of food on the weekly menu and students pay on the first day of the week at the cashier to be a part of the feeding program.

We ask that parents provide their wards with a bowl and a cutlery set for their personal use. Each day, a nutritionally-balanced 'Meal of the Day' is offered at a special, value-for-money price. The menu, along with the prices, can be viewed on the school notice board. lunch is compulsory to all pupils except on medical grounds with a doctor's exemption letter. During the present time the school is operating a staggered lunch and break timetable in order to help maintain social distancing and keep year groups in their separate bubbles. This will be reviewed as the situation changes.



Facilities

Evagreen Complex College is situated in a serene environment with spacious and well furnished classrooms very conducive for teaching and learning, Students at the school benefit from access to the following facilities and resources:

- 💡 Internet connectivity for research work
- 💡 A well equiped computer lab.
- 💡 Science apparatus for practicals
- 💡 Audio visual aids (Projectors) to facilitate learning.
- 💡 Adequate teaching and learnig materials.

Security

At Evagreen Complex college, there are well established procedures of which all staff are aware for ensuring security of the students.

The main reception receives all visitors who are given an authorization. Visitors sign in and out so that the duration of their stay may be logged.

There are strong links between the school management and neighbouring police forces.

Senior staffs are on duty and visible at break and lunch time and available for each period of the day to support the safety and welfare of students and staff.

Security cameras and personels are also available to further enhance the security of the school.

Communication

We believe that communication between school and home is vital in establishing the partnership that leads to a successful education.

Apart from matters relating directly to admission, parents are asked to contact the administration in the first instance.

Management is available to see parents during school hours although all have a teaching commitment throughout the day. It is therefore important to telephone for an appointment to ensure that they are available when you visit the school. We aim to return all call within 24 hours.



Admission criteria

Children are admitted to the school in accordance with the admissions policy set out by the Ghana Education Service.

Children are admitted to the crèche and Day Care class at their third month of birth in accordance with the admission policy set out by the Early Childhood Educators and Social Welfare.

For the medical and social needs of individual applicants, the Head Teacher will have regard to the child's cognitive, physical or linguistic needs and to family circumstances. The head teacher will also have regard to professional and independent advice offered by social workers, health visitors and educational welfare and the availability of places.

Children are admitted to the basic and Junior High level upon production of their cumulative record from the previous school and an entrance examination to certify their entry level of admission. This is done in accordance with the admission policy of the Ghana Education Service.

§ If vacancies arise, children will be admitted during the school year, with priority given to brothers and sisters of children already on the roll of the school.

§ Parents with more than 2 children also have a special discount from the third child (half tuition from the third child onward).

Admission requirements

1. 1 passport size photograph of the pupil for processing of admission form.
2. Admission Fee (we require a non refundable fee of GHc 100.00 for the processing of the admission form.)
3. Completion of the Admission form (please complete this form, sign it and return it to the admission office).
4. Copies of the Student's report card from the previous school attended in the last academic year.
5. Medical report (this includes medical authorization, immunization, health information and examination forms)
6. Enrollment Contract (this form is a signed agreement between the parents and E.C.C, the original must be returned to the Admission office).
7. A copy of the student's birth certificate or weighing card



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Further information

Thank you for your interest in Evagreen Complex College.

Further information is available @ [EVAGREEN COMPLEX COLLEGE](#) on facebook.

You can also get details about our programmes and activities in our school magazine and open evening video or book a time to visit.

We welcome the opportunity to meet prospective parents and students and allow them ask questions they may have.



Our contact details are:

Director: Mrs. Evelyn Mensah (0244 531285)

Head teacher: Mr. Daniel K. Sedafo (0249 344848)

Assistant head: Richard Ohenebeng (0542 041940)

Pre-school head: Patience Doe: (0246 329701)

Office line: (+233) 302439281.

E-mail: evagreencomp95@gmail.com



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