



NYALI PRIMARY SCHOOL & KINDERGARTEN

Links Road - Nyali

P. O. Box 81050,

Mombasa.

Tel: 041-471120, Fax: 041-475632

The Mombasa Parents Club

15th June, 2022

Dear Parent/Guardian,

RE: PROTOCOL OBSERVATION

We would like to express our sincere gratitude and appreciation for the support that you have provided to us.

As we are almost coming to the end of this term, please note the following reminders that ensure swift running of the school:

1. The classrooms are out of bounds for parents and visitors at all times.
2. Parent-teacher appointment is done through the **School Diary** or through the **Front Office**.
3. Any complaints should be reported to the front office first before any further directives issued.
4. Abrupt picking and dropping of pupils, dropping of forgotten items or information to be passed to the pupils should follow the same protocol.

N/B The school's first communication center is the **Secretary's Office**.

You can also reach the school through: **0759354309**

Please let us adhere to the above so as to maintain high levels of discipline and conducive environment to the learners.

Yours faithfully,


BENJAMIN GITONGA
CHAIRMAN