



MASTER MOULDERS COLLEGE

*No 4, Ajiun Lane, Royal View Estate,
Lekki-epe Expressway*

SCHOOL PROSPECTUS

OUR MISSION

To create a healthy, loving and stimulating environment, with an all-round comprehensive curricular administered by a team that truly values children and their future prepared to partner with God in service, characterized by caring, encouraging and supporting the total development of each child towards becoming who he/she is meant to be in life.

OUR VISION

To create an environment to help children develop their maximum potential in life and grow up to become what they are expected to be; God fearing future leaders.

BRIEF HISTORY

The school Master Moulders college was established in 19th September 2010, by Mr. and Mrs. Osinaike. Mr. Folajimi Gregory Osinaike is the managing director of Jet Farms and Jet Multi-Ventures limited,

The establishment of Master Moulders College just like its primary wing was a realization of a big dream and a deep passion of many years to have an ideal learning institution where character moulding would be our watchword. It was purposefully intended to produce well-rounded young people who would be models in leadership positions in our immediate society and beyond. She was spurred by the level of moral decadence in our society as well as the apparent dearth of ideal breeding ground for our young ones to realise their full potential and better the future potential and better the future of our dear country holistically. It was on this premise, that the birth of Master Moulders College was achieved.

The birth of our junior and secondary school has been progressive in leaps and bounds. Also, there has been an increase in employment of competent staff.

The Proprietress Mrs. Titilayo Abosede Osinaike is an Educationist, with a post graduate degree in education from Lagos State University, with over ten years experience in teaching profession. She was the head teacher of Star Bright Private School Agungi-Lekki; Lagos, where she resigned her appointment to start Master Moulders nursery and Primary School.

OUR CORE VALUE

These five are our performance yardstick

- " Christ-like character
- " Customer Care
- " Communication
- " Creativity
- " Cleanliness and Orderliness

OUR CURRICULUM

Our students are prepared for Junior Secondary Certificate Examination (J.S.C.E), Senior Secondary Certificate Examination (S.S.C.E), International General Certificate of Secondary Education. (I.G.C.S.E), ordinary levels, Scholastic Aptitude Tests (SAT) and Test of English as a foreign language (TOEFL)

At the end of the Senior Secondary level, the students are presented for the Senior Secondary Certificate Examination conducted by the West African Examination Council and National Examination Council.

INTERNATIONAL EXAMINATIONS

AT THE JUNIOR Secondary School level, the students are prepared and presented for CHECKPOINT EXAMINATION. It is written at the end of year 9 (JSS II1) and supervised by the British council in Nigeria. At the end of the Senior Secondary level, the students are prepared and presented for the under-listed examination.

1. International General Certificate of Secondary Education (IGCSE)
2. Scholastic Assessment Test (SAT)
3. Test of English as a Foreign Language (TOEFL)

ACADEMIC DEPARTMENTS

The educational system of the school runs smoothly on the well oiled wheels of four Academic Departments.

CORE SUBJECTS (STUDENTS ARE TO OFFER ALL SUBJECTS)

1. Mathematics
2. English Language
3. Civic Education
4. Information Technology (ICT)
5. Trade/Entrepreneurship

- | | |
|-----------------------------|-----------|
| (1) Fisheries | } any one |
| (2) Catering Craft Practice | |
| (3) Dyeing and Bleaching | |
| (4) Data Processing | |
| (5) Bookkeeping | |

Department Subject (Student are to offer three (3) subject from the department of choice)

SCIENCE AND MATHEMATICS DEPARTMENT

1. Physics
2. Chemistry
3. Biology
4. Computer
5. Agricultural Science
6. Further Mathematics

HUMANITY DEPARTMENT

1. English Language
2. Literature in English
3. Economics
4. Government
5. Geography
6. Language (Yoruba/Igbo/Hausa/French)

BUSINESS STUDIES DEPARTMENT

1. Account
2. Commerce
3. Office Practice

TECHNOLOGY DEPARTMENT

1. Foods and Nutrition
2. Catering Craft practice
3. Technical Drawing
4. Wood Work
5. Applied Electronics
6. Information & Communication Technology (ICT)

Elective Subjects (Students are to offer only one subject from any other department apart from the department of choice).

NB: Students should contact the school management for further information.

EXTRA CURRICULAR ACTIVITIES

Students are encouraged to participate actively in school sports and games, and to make positive input into extra curricular activities of their choice. This emphasis on the psycho-motor domain of education will ensure the balanced moral, physical and emotional growth of the students.

A. SPORTING ACTIVITIES

Volleyball, handball, netball, football, lawn and table tennis/badminton, swimming, chess, athletics,

B. RECREATIONAL CLUBS

Literary & Debating Society

Art Club
Jet Club
French Club
Business Association Club
Young Farmers Club
ICT Club

LEISURE GAMES AVAILABLE

CHESS, MONOPOLY, AYO, LUDO, SCRABBLE

C. ACADEMIC CLUBS

Press and Literary and Debating
Music and Choral
Jets and Science and Technology
Home Makers
Young Farmers
Arts

GUIDANCE AND COUNSELLING UNIT

This unit is to assist the students in their total development which is achieved through providing the students with career and professional counseling and advice. Students are thereby led to grow individually in self-understanding.

JSS 1 - 3 (BASIC 7 - 9) SUBJECT'S OFFERED.

1. English Language
2. Mathematics
3. Basic Science
4. Social Studies
5. Basic Introductory Technology
6. French
7. Yoruba
8. Business Studies
9. Home Economics
10. Agricultural Science
11. Christian Religious Knowledge
12. Physical and Health Education
13. Creative and Cultural Arts
14. Computer Science
15. Civic Education

EXAMINATIONS

At the end of JSS III or year 9, students are presented for the Lagos State Junior Secondary Certificate Examination conducted by the National Examination Council.

SENIOR SECONDARY SUBJECTS

S/N	SCIENCE	ARTS	COMMERCIAL
1.	ENGLISH LANGUAGE	ENGLISH LANGUAGE	ENGLISH LANGUAGE
2.	MATHEMATICS	MATHEMATICS	MATHEMATICS
3.	BIOLOGY	BIOLOGY	BIOLOGY
4.	GEOGRAPHY	GEOGRAPHY	GEOGRAPHY
5.	ECONOMICS	ECONOMICS	ECONOMICS
6.	YORUBA	YORUBA	YORUBA
7.	CHEMISTRY	Literature-in -English	ACCOUNTING
8.	PHYSICS	CRK	C.R.K
9.	FURTHER MATHS	GOVERNMENT	GOVERNMENT
10.	TECHNICAL DRAWING	FINE ART/MUSIC/AGRIC /	FINANACIAL ACCOUNTING
11.	AGRIC / F. NUTRITION	F. NUTRITION	AGRIC / F. NUTRITION
12.	ICT	ICT	ICT
13.	Data Processing	Data Processing	Data Processing

The students learn to: develop the capacity for wise and realistic educational and vocational decision making; over-coming personal mal-adjustment; and work progressively toward realizing chosen educational plans and career aspirations.

CAREER WEEK

This is held every session in the second term. Its target audience and participants are the students in year 10 (S.S. I). It is a week for career expositions and awareness.

The guidance and counseling officer heads the committee which is constituted annually to plan the career week.

OPEN DAY

This is held once a term to coincide with commencement of the mid-term holidays. Parents and guardians are enjoined to avail themselves of this opportunity to interact freely with their children's teachers, make observations and render suggestions for further excellent academic performance.

SCHOOL INTER-HOUSE SPORTS

This is an annual psycho-motor event which exposes students to the competitive arena of sports and games. It takes place during the 2nd week of Easter Term.

CONFIRMATION OF ADMISSION

Parents of successful candidates are required to confirm their children's admission by paying a non-refundable acceptance fee (by bank draft) to the school account officer.

Those who wish to defer admission are expected to write to the school principal and also maintain the place by paying the non-refundable deposit.

SCHOOL FEES

SCHOOL FEES ARE PAID BY Bank Draft on or before the first day of term.

Annual payment of school fees attracts a 5% discount on total tuition.

A discount of 5% on tuition fees will be given on the second and subsequent biological children of one family.

DEVELOPMENT LEVY

A one-off payment for the 3 years duration of the candidate's in year 7 - 9 junior secondary could be paid

N30, 000. The one-off payment for years 10 - 12 of senior secondary is also 30, 000. However, parents/guardians have the choice of paying the development levy seasonally, which is N10, 000. Students

who are admitted into year 8 (J.S.S II) will pay for the three sessions = N30, 000 or twice = N15, 000.

EXTRAS

(I) Payment for all external examination charges which include W.A.E.C and N.E.C.O (Junior and Senior Secondary) terminal examinations, IGCSE, SAT, and TOEFL, and all other key stage examinations will be payable "as and when due".

(ii) IGCSE books for year 10 cost N100, 000. Should any change occur, parents/guardians will be duly notified.

SPECIAL NOTICE

All fees are non-refundable

HOLDING ADMISSION

Admission can be deferred on the payment of _____ which is non-refundable. The class space can only be vacant for the session.

GENERAL RULES AND REGULATIONS FOR ALL STUDENTS RULES AND REGULATIONS

INTRODUCTION

It is the responsibility of all students to know the rules of the school and follow them. They should also be aware of and follow the individual rules of the departments and Houses.

Any disciplined community requires rules, though these are largely a matter of thoughtfulness and common sense. Students are expected to stand up when the principal or/ and visitors enters a classroom, For example, Students are also expected to be punctual, clean and tidy, polite, respecting members of staff, each other, the property of the school and those in it.

SCHOOL RESUMPTION:

All school fees must be paid before resumption.

Tellers should be taken to the accounts officer for the issuance of school receipts immediately on resumption between the hours of 10 - 11:00am

DAY-STUDENTS:

Monday assembly line-up is 7:30am. Students must be punctually in school not later than 7:20am each day.

BUS SERVICES:

This is available to students on the payment of the amount stipulated by the school, and for which there is a separate teller.

SCHOOL LESSON.

Mondays, Tuesdays and Thursdays

Compulsory. No Exemption.

CO-CURRICULAR ACTIVITIES:

The list of schools co-curricular activities is pasted on the Pin Boards. All students must belong to one club in each of this three categories; held every Wednesday.

INTER-HOUSE SPORTS:

All students must participate actively in all school sporting activities, which includes the annual Inter-house sports.

SCHOOL HOUSES:

There are four school houses. Students must be registered with one school house. The school houses and clour are:

HOUSE

Rose Flower
Sea Flower
Cauliflower
Sun flower

COLOUR

RED,
BLUE,
GREEN,
YELLOW

MOVEMENT:

There must be no loitering during teaching periods.

Students going to workshop, Computer room, Art room, Music room or the Science laboratories for practical lesson are to move fast to the location without any noise.

NOISE MAKING:

The school is a noiseless zone. Noise making should be at the barest minimum during:

- (i) Snack break
- (ii) Lunch break

HAIR POLICY:

BOYS: Very short cut,
No bread,
No mustache,
No perming,

Girls: Well groomed long hair,
Well groomed short hair,
No perming,
No attachment

COMPORTMENT:

Your dressing & your speech; must show that you are proper ladies and gentlemen. Sexual misconduct, immoral and indecent behaviour are forbidden.

CHARACTER TRAITS:

- (i) Malingering or pretending to be sick are serious punishable offences.
- (ii) Courtesy and politeness: Students should be courteous and polite to themselves and everybody at all times.
- (iii) Honesty: Students must be honest in their dealing with each other and everyone else.
- (iv) Students must not show disrespect, disobedience and disregard for any staff.
- (v) Threatening or striking a member of staff is a serious offence. It is forbidden.
- (vi) Graffiti: Defacement of classroom and other walls with drawings, writings and other inscriptions or obscenities is a very serious offence punishable with internal working suspension

LANGUAGE: The only recognized lingua franca in the school is English Language, except for the purpose of vernacular instruction. No other language should be used. Pidgin English is prohibited.

NOVEMBER/DECEMBER SSCE OR GCE O/L

No senior Secondary School student is allowed to enter for the above stated examinations. Absenteeism in class during this period is tantamount to full rustication from school.

HARMFUL IMPLEMENTS:

Students found in possession of firearms, daggers, axes, cutlasses, pic-axes, fake-knives switch-blades, kitchen-knife, toy or real guns, acid rubber snakes, or rubber spiders face expulsion.

QUARELLING, USE OF ABUSIVE LANGUAGE, CULTISM, WILFUL DAMAGE TO SCHOOL AND OTHER PROPERTIES:

All of the above acts or activities by any student or group of students are strictly forbidden.

UNAUTHORIZED CELEBRATIONS:

Students are not allowed to engage in any form of celebration without due permission from the school authority.

SLOTHFULNESS:

Students must be studious, hard-working and devoted to their academic work and general progress of the school. Aim for the heights of excellence. Apathy, laziness and slothfulness to academic and school recognized pursuits shall attract stiff penalty.

ABSENCE FROM SCHOOL :

Absence from school will be regarded as legitimate only if parent(s) or guardians notify the school accordingly.

SALES:

No kind of sales is allowed by students. The tuck shop is available for the purchase of snack.

DAMAGE TO SCHOOL PEROPERTY:

- (a) Any student who willfully damages school property will not only pay for the damage, but undergo serious punishment.
- (b) Any student who damages school property will pay for its replacement.

EATING HABIT

Eating should be done within designated places in the school. Do not litter the school. Use your cutlery during lunch and dinner. Eating in the classroom is prohibited. Eating on the road or side-walk by the day students is also prohibited.

PAINTING of lips, fingers and toe nails are prohibited.

PROHIBITIONS/OUT OF BOUNDS

CROSSING of lawns is not allowed.

ABUSE OF SCHOOL PREMISES:

Defecating or urinating is to be done only in the toilet. Students are to be conscious that the school uniform makes them ambassadors of the school, they are therefore not to urinate on the road or sidewalk when coming to school, or going home after school.

BORROW/LENDING:

Do not borrow from each other;
Do not lend anything to each other;
Make do with what you have.
Do not steal or covet your colleague's property. Be contented with what you have.
Books borrowed from the library must be promptly returned.

SELF DISCIPLINE:

A calm and pleasant countenance portrays inner peace. Students are expected to be quiet, calm, peaceful and well organized at all times.

STAFF-ROOM is out of bounds to students except at the specific invitation of a teacher or during an emergency.

THE LABORATORIES: Workshop Computer room music room, Art studio are out of bounds except during practical lessons under the strict supervision of the teacher. There should be no loitering or wandering. All students must be in school before 7:30am and be present at morning and afternoon assemblies. Except during practical lessons, all students must be in the class for lessons after morning assembly.

THE SICKBAY

The sickbay, without permission from the staff in-charge

CLASSROOMS

All classrooms outside your regular class without the permission of a teacher

SECURITY POST

Security post at all times.

TEACHER'S ABSENCE from class may be unavoidable. Students are to work quietly within the classroom under the supervision of the class captain or assistant.

SCHOOL LESSONS which take place on Mondays, Tuesdays and Thursdays are compulsory. Students must belong to and make active part in at least two-curricular activities every Wednesday.

FRIDAY'S SPORTS is compulsory for all students.

EXAMINATIONS mal-practice during internal or external examinations will be severely dealt with.

CORPORAL PUNISHMENT

No teacher is allowed to administer corporal punishment or beat up a student for any reason. Offending students are to be brought to the attention of the principal for appropriate sanction. No student is allowed to administer corporal punishment or bully or beat another student.

ASSIGNMENT:

Assignments are the positive steps for achieving the Peaks of excellence. They must be done carefully and submitted promptly.

SCHOOL /CLASSROOM FURNITURE must be handled with care. Do not deface classroom furniture (desks and chairs) or any school property.

Your parents have given you the opportunity of ascending the Peaks of educational excellence in an ultra modern and conducive atmosphere. Do not abuse the privilege. Do not let your parents down.

UPHOLD AND JEALOUSLY GUARD THE NAME AND TENETS OF MASTER MOULDERS COLLEGE.

GENERAL RULES AND REGULATIONS FOR TEACHERS

It is assumed that teachers appointed into the services of MASTER MOULDERS COLLEGE are proper ladies and gentlemen of exemplary character.

Therefore the rules and regulations stated below are mere reminders of all teachers know must, or must not be done.

Attendance at and participation in all morning and afternoon assemblies are compulsory. Class teachers must mark the registers after morning assemblies and before the commencement of school lessons.

Teachers must be punctual to classes and not wait to be called by students. Assignment must be given regularly (daily), marks, recorded for continues assessment of the student.

Lesson notes must be submitted to the vice principal office every Friday after formal classes/before the commencement of Friday's sports.

The notes of lessons must be collected from the same venue before morning assembly on Mondays.

Students are not to be beaten or given corporal punishment. Offending students should be brought to the attention of the principal for appropriate sanction.

No female or male student is allowed in the staff quarters.

Teachers are the instrument of the school's existence; it behooves all teachers to strive self-lessly and loyally to take the students to the Peaks of excellence not only academically but also in cu-curricular programmes, and sporting activities.

Teachers mould the character of students by being role models. The under-listed character trails or behavioural pattern, are expected in any teacher, especially teachers who are the flag-bearers of this illustrious school.

- (i) Excessive make-up;
- (ii) Indecent dressing
- (iii) Aggressive behaviour to students and colleagues
- (iv) Use of abusive language
- (v) Sexual mis-conduct
- (vi) Smoking and consumption of alcohol
- (vii) Insubordination to constituted school authority or management
- (viii) Absence from school without permission

Teachers' commitment to the school transcends class-room activities. You can individually and collectively take the school and students to enviable and emulative HEIGHTS of achievement in all the fields of academic, co-curricular and sporting endeavour.

Absenteeism of students from school for any reason must be brought to the attention of the principal immediately and in writing.

Parents and the school's guidance and counseling officer

The guidance and counseling officer is an important link between parents/guardians and their children/wards. Parents are enjoyed to pay particular attention to the under-listed services to parents and guardians performed by the guidance and counseling unit.

- a) Helps parents/guardians to understand their children's capacities, values, aptitudes, needs and interest, so that parents/guardians may be better prepared to meet those needs.
- b) Helps parents to demonstrate genuine respect for the worth of their wards/children by accurately interpreting the affective assessments made on them, especially on

their terminal and annual report cards.

- c) Provides parents with accurate information and interpretation of their wards (children's education progress, school policies, rules and regulations) subject/courses and offers educational and occupational information
- d) Gives professional advice to parents on final decision making of and for their children
- e) It is pertinent to note that most often, the guidance and counseling unit may need to consult with parents/guardians individually or in groups in respect of their wards/children such invitation should be responded to promptly please.
- f) It is recognized that parents are most competent and effective handlers of their children. In spite of this however, parents/guardians are encouraged to consult with or refer cases of mal-adjustment of their wards/children from home to the school counselor regularly and without procrastination. Remember the adage that says "a stitch in time saves nine".

Parents / Teachers Association (P.T.A)

The school P.T.A is the meeting of minds between parents and teacher. The meetings hold once a term. P.T.A membership is mandatory for all parents and teachers. The members of the executive meet monthly.

The executive members of the P.T.A are:

- (i) The chairman (a parent)
- (ii) The secretary (teacher)
- (iii) The financial secretary (a parent)
- (iv) The treasurer (who must lodge any cash paid at meetings in the P.T.A school account in the bank)
- (v) Two ex-officio members - (a) a parent (b) a teacher

Aims and objectives of the P.T.A

- a) To provide a forum for parents and teachers to exchange views and brainstorm no matters relating to the welfare of their children
- b) To provide outlet for the growth of harmonious understanding between parents, teachers and the school authorities.
- c) To deliberate on matters affecting the children and make suggestions and recommendations to the school authorities.
- d) To liaise and co-operate with other agencies and associations catering for the welfare and development of the school in order to ensure its educational advancement.

Funding

The P.T.A's main source is through the amount agreed upon at the general P.T.A meeting which is paid directly into the P.T.A account via the school, per term.

- b) :Levies which may come up from time to time for mandatory school events such as the prize-giving day or inter-house sports.
- c) Voluntary donation of trophies by individual parent or parents (P.T.A) for inter-house sports.
All parents and guardians are enjoyed to identify with the P.T.A by attending all meeting

calls regularly.

News Letter:

This is the medium of acquainting parents and guardians with the school planned activities which involve parents. This is once a term. Reminders are brought to the attention of parents as and when necessary.

School Fees:

Our parents are the origin of our school's existence, and our children are the reason for the school's existence.

Only prompt payment of school fees will ensure that the wheels of the school turn smoothly and remain well oiled.

School fees must be paid before the resumption of school each term.