



**CORNERSTONE MIXED DAY/BOARDING SEC SCH**

**P.O BOX 23-30500 LODWAR, KENYA**

**TELEPHONE: 0708921885/0707350954/0721252433**

**SCHOOL MOTTO: "EDUCATION IS THE ONLY EQUALIZER"**

**EMAIL: [cornerstonessecondary2023@gmail.com](mailto:cornerstonessecondary2023@gmail.com)**

**WEBSITE: [www.cornerstoneschools.sc.ke](http://www.cornerstoneschools.sc.ke)**

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DATE: .....

## **ADMISSION LETTER 2026**

**STUDENT'S NAME:** .....

**INDEX/UPI NUMBER:** .....

**K.C.P.E/K.P.S.E.A YEAR:** .....

**PRIMARY SCHOOL:** .....

**K.C.P.E MARKS/K.P.S.E.A EXPECTATION:** .....

**PREVIOUS SCHOOL:** .....

We are pleased to inform you that you have been offered a place to join **CORNERSTONE MIXED DAY & BOARDING SECONDARY SCHOOL G7/G8/G9/G10/F3/F4**.

You are expected to report to school on.....The last date for reporting is on ..... after which the chance will be given to someone else.

Report in **full school uniform** with other requirements herewith attached. Bring with you this **admission letter** and a **copy of your K.P.S.E.A Result Slip** and **Birth Certificate**.

The school is located near **LUCKY PETROL STATION** opposite **DCC offices**. The school is **1.5 km** from **Kakuma Town**.

In case of any genuine inability to report on the date indicated, it is important to inform the office promptly, for the reservation of the vacancy, by calling the school using the numbers above.

**CONGRATULATIONS!** We are looking forward to having you fully prepared to undertake this important educational journey.

**Yours faithfully,**

**MICHAEL NABUIN-PRINCIPAL**

# **REQUIREMENTS**

## **1. STATIONARY**

- ❖ 14 A4 size 200 pages exercise books(two to be squared) and any other writing materials
- ❖ 2 Spring Files, Ream of printing papers (JK) per term
- ❖ Mathematical Geometrical set
- ❖ K.N.E.C Four Figure Mathematical Table
- ❖ Kamusi ya Karne ya 2, Atlas, Oxford English Dictionary
- ❖ New Revised Standard Bible(for Christians) or Quran(for Muslims)
- ❖ KLB Text books
- ❖ School bag

## **2. SENIOR SECONDARY UNIFORM (F2-F4)**

- ❖ 2 pairs of **LIGHT BLUE** trouser for Boys and skirt for Girls
- ❖ 2 pairs of short sleeved **WHITE** shirt for Boys and blouse for Girls with a school badge
- ❖ **BLUE** with **WHITE strips** Neck Tie
- ❖ 2 pairs of **GREY** with **BLUE** and **WHITE strips** Socks for Boys and **WHITE** with **BLUE** strips for Girls
- ❖ **TOUGHEES BLACK** Leather Shoes
- ❖ **BLUE** Game Kit
- ❖ A **BLUE** Long sleeved Sweater
- ❖ A **BLUE** Wind Breaker
- ❖ **BLACK** Belt for Boys

## **3. JUNIOR SECONDARY UNIFORM (G7-G9)**

- ❖ 2 pairs of **GREY** trouser for Boys and skirt for Girls
- ❖ 2 pairs of short sleeved **LIGHT BLUE** shirt for Boys and blouse for Girls with a school badge
- ❖ **MAROON** with **WHITE strips** Neck Tie
- ❖ 2 pairs of **GREY** with **MAROON** and **WHITE strips** Socks for Boys and **WHITE** with **MAROON strips** for Girls
- ❖ **TOUGHEES BLACK** Leather Shoes
- ❖ **MAROON** Game Kit
- ❖ A **MAROON** Long sleeved Sweater
- ❖ A **MAROON** Wind Breaker
- ❖ **BLACK** Belt for Boys

**N/B:** The uniform is obtained from the school at a total cost of Ksh **6,500** (2 pairs of shirt/blouse, 2 pairs of trouser or skirt, tie, 2 pairs of socks, a wind breaker, Long sleeved sweater and a games kit with school logo) A school jumper is also available at a cost of Ksh 2,500

## **4. BOARDING REQUIREMENTS**

- ❖ A lockable box with 2tri-circle functioning padlocks (one will be used for Locker)
- ❖ 3 inch medium density mattress and mosquito net
- ❖ A pair of blanket, towel and slippers
- ❖ A pair of bed sheets (plain blue color for boys and plain pink for girls)
- ❖ Other enough personal effects (bathing and washing soap, tissue papers, toothbrush and tooth paste, shoe brush, polish and enough under wears)
- ❖ A bucket, Cup, plate and spoon

**NOTE: No civilian clothes will be allowed in school**



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### **2026 BOARDING FEES STRUCTURE**

| <b>ITEM</b>  |                                     | <b>TERM 1</b> | <b>TERM 2</b> | <b>TERM 3</b> | <b>TOTAL</b>  |
|--------------|-------------------------------------|---------------|---------------|---------------|---------------|
| 1            | Teaching, Learning Material & Exams | 2,000         | 2,000         | 2,000         | <b>6,000</b>  |
| 2            | Repairs, Maintenance & Improvement  | 500           | 500           | 500           | <b>1,500</b>  |
| 3            | Local Travel & Transport (L.T.T)    | 500           | 500           | 500           | <b>1,500</b>  |
| 4            | Administration Costs & P.T.A        | 1,000         | 1,000         | 1,000         | <b>3,000</b>  |
| 5            | Electricity, Water & Conservancy    | 500           | 500           | 500           | <b>1,500</b>  |
| 6            | Activity Fee                        | 1,000         | 1,000         | 1,000         | <b>3,000</b>  |
| 7            | Personal Emolument (P.E)            | 3,000         | 3,000         | 3,000         | <b>9,000</b>  |
| 8            | Medical & Insurance                 | 500           | 500           | 500           | <b>1,500</b>  |
| 9            | Boarding Equipment & Stores         | 10,000        | 10,000        | 10,000        | <b>30,000</b> |
| <b>TOTAL</b> |                                     | <b>19,000</b> | <b>19,000</b> | <b>19,000</b> | <b>57,000</b> |

### **2026 DAY SCHOLARS FEES STRUCTURE**

| <b>ITEM</b>  |                                     | <b>TERM 1</b> | <b>TERM 2</b> | <b>TERM 3</b> | <b>TOTAL</b>  |
|--------------|-------------------------------------|---------------|---------------|---------------|---------------|
| 1            | Teaching, Learning Material & Exams | 2,000         | 2,000         | 2,000         | <b>6,000</b>  |
| 2            | Repairs, Maintenance & Improvement  | 500           | 500           | 500           | <b>1,500</b>  |
| 3            | Local Travel & Transport (L.T.T)    | 500           | 500           | 500           | <b>1,500</b>  |
| 4            | Administration Costs & P.T.A        | 1,000         | 1,000         | 1,000         | <b>3,000</b>  |
| 5            | Electricity, Water & Conservancy    | 500           | 500           | 500           | <b>1,500</b>  |
| 6            | Activity Fee                        | 1,000         | 1,000         | 1,000         | <b>3,000</b>  |
| 7            | Personal Emolument (P.E)            | 3,000         | 3,000         | 3,000         | <b>9,000</b>  |
| 8            | Medical & Insurance                 | 500           | 500           | 500           | <b>1,500</b>  |
| 9            | Equipment & Stores                  | 6,000         | 6,000         | 6,000         | <b>18,000</b> |
| <b>TOTAL</b> |                                     | <b>15,000</b> | <b>15,000</b> | <b>15,000</b> | <b>45,000</b> |

### **TRANSPORT PAYMENT RATES PER MONTH**

- ❖ Kakuma Town and Kakuma 1 = Ksh 2,000
- ❖ Hong Kong, Kakuma 2,3,4 and Kalobeyei= Ksh 3,000

**THE FOLLOWING WILL BE PAID ON REPORTING DAY;**

- ❖ Admission Fee Ksh **1,000** (Paid Once For Every New Student)
- ❖ Student ID Card, Clubs And Societies Ksh **500** (Paid Once For Every New Student)
- ❖ 1 Ream of paper Ksh **850** (To be brought Every Term)
- ❖ Remedial fee Ksh **1,000**
- ❖ Assessment/Exam fee Ksh **1,000**
- ❖ Passport Size photo **ksh 300**
- ❖ 2 Spring files **ksh 300**
- ❖ Medical examination **ksh 500**

**NOTE**

No cash payment is allowed, all fees to be deposited to KCB School Bank Account.

- Account No: **1319345166**
- Account Name: **CORNERSTONE INTEGRATED SCHOOL**

For M-Pesa payments;

- Pay bill: **522533**
- Account No: **7695143**

**SCHOOL OFFICIAL CONTACTS**

**0708921885/0707350954- SCHOOL CONTACT**

**0721242533- SCHOOL MANAGER**

**0714432938-SCHOOL DIRECTOR**

**YOUR'S  
MANAGEMENT**

## **CERTIFICATE OF HEALTH**

(To be completed by Physician or Doctor)

### **NOTE:**

- i. This form must be completed on admission failure to do so will deny you admission in the school
- ii. Those admitted to the school are expected to take our meals. There is no provision for special meals.
- iii. We do not cater for treatment for chronic diseases, except minor ailments e.g headache. Parents will be responsible in case of any serious illness

1. Student's Name ..... Sex ..... Age ..... DOB ..... Class  
Admitted To ..... Year ..... Address..... Parent Tel No .....

### **2. GENERAL CONDITIONS**

Height ..... Weight ..... Eyes ..... Pulse ..... Teeth .....  
Skin ..... Breast..... Lungs..... Urinal sugar .....

### **3. CARDIO-VASCULAR**

- a. Rate and quality.....
- b. Cardigan abnormality.....
- c. Blood pressure.....

4. Any History of Chronic and contagious illnesses.....

5. List any serious operations, illness, injuries, congenital abnormalities  
.....

6. Does the student need regular medical treatment? YES/NO. if yes  
.....

7. Any Disabilities.....

8. Summary of his/her health conditions.....

9. I hereby certify that I have this day examined.....and in my opinion he/she fit/unfit for study.

### **NAME AND ADDRESS OF THE DOCTOR WHO EXAMINED THE APPLICANT**

Qualifications.....Address.....Signature.....Date.....

**NEMIS DATA FORM**

STUDENT'S FULL NAME.....

UPI NUMBER.....

DATE OF BIRTH.....

KCPE INDEX.....

BIRTH CERTIFICATE NUMBER.....

**PARENTS DETAILS**

FATHER'S NAME.....

ID NUMBER.....

PHONE NUMBER.....

MOTHER'S NAME.....

ID NUMBER.....

PHONE NUMBER.....

GUARDIAN'S NAME.....

ID NUMBER.....

PHONE NUMBER.....

# **SCHOOL RULES AND REGULATIONS**

## **Use common sense**

1. Respect and maintain school rules all the times.
  2. Respect and obey teachers, authorities, prefects, support staff, and visitors all times.
  3. Students should always be in proper school attire- school uniform properly cleaned and ironed.
  4. Personal cleanliness and hygiene is expected at all times while in school.
  5. Students must properly care for school property and any damage or accident must be reported to the school administration.
  6. Day scholars must be in school by 6:30am and start lessons till 5:00pm for departure
  7. No student should leave the school compound without permission from the principal /deputy principal.
  8. Students will only be allowed to leave school compound during class hours in the presence of the parent/after communicating with parent through administration
  9. Staff quarters are strictly out of bounds to all students.
  10. Drugs and drug abuse is strictly prohibited and punishable.
  11. Students are allowed to go for drinking water during the second break and lunch hours (always carry a bottle of water).
  12. Any sickness should be reported to the teacher on duty and class teachers
  13. Stick to language policy i.e. use English and Kiswahili language only
  14. Exams cheating is prohibited
  15. No stealing of other peoples' properties
  16. No phone/any electronic related products is allowed in school
  17. Noise making, loud talking, cheering, hacking, whistling, name calling, mocking, bullying, whistling is prohibited
  18. The raising of flag and announcements is done on Monday and Friday between 6:30am to 7.00 pm
  19. Theft and fighting is highly prohibited in school
  20. Absenteeism should be by reason, notification to the class teacher
  21. All students should participate in school communal work unless with medical records
  22. Threatening of students, teachers, support staff and any member of community of school is highly prohibited
  23. Damaging pages of the books is prohibited
  24. Punctuality and attendance is very key
  25. In the event of collective damage to school/class property the entire school/class will be charged
  26. Embrace walking by running
  27. Sneaking leads to automatic expulsion
  28. Permission is given to the student after consultation with the parent
  29. The school does only first aid but refers student for treatment depending with the seriousness. The school always consult parents for treatment and referral
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