



Weekly Update

12th September 2025



Dear Parents,

It was a pleasure to meet with members of the Parents' Association committee (PAMC) earlier this week. You, our parents, are our partners in everything we do, and we are always very grateful to parents who step forward to assist us with any aspect of our school programme. This might be providing useful feedback to the leadership team on any aspect of school life, as well as helping out with special events where you are interested and available. We encourage you to stay closely in touch with our PAMC as the year develops, in order to ensure that we continue to work together to create our ever more special BSL community.

As we look ahead, there will be opportunities for parents to contribute in the near future to our International Weekend, as well as to our Business Week and Careers Week. We appreciate your consideration and your time if you are able to assist us in any way.

All schools must continually develop, and a major development for us is the launch of our ManageBac platform. During the first weeks of term, every Secondary School student has logged in to ManageBac and started exploring their personal calendar, timetable, classes, and learning activities. ManageBac is a sophisticated platform that will gradually streamline how we share information with parents in real time. This will include attendance, assignments and teacher feedback, unit plans, lesson activities, ASEP information, and school reports.

Please see the important messages below regarding the launch of our Manageback parent portals, which go live to Secondary parents later today, and live to Primary parents next week.

Finally, I thank you for reading this document, our Friday Parent Update! You will have noticed that we are keeping this document as short and factual as possible. We will also be sending our community longer newsletters and other publications later in the term - so please look out for these too.

With best wishes,

Tom Vignoles
Head of School

Key dates

The latest version of our Key Dates for Parents is [HERE](#).

Other Key Dates for this academic year will be shared at a later date, once they are finalised.

Follow us





ManageBac is going live to Secondary Parents today, and to Primary Parents on Friday 19th September!

Instructions for activating your account are [HERE](#).

ManageBac Parent Portal: Implementation Timeline

Friday 12th September: Secondary parents will receive an email from The British School of Lome | ManageBac'. This may go into your junk/spam accounts, so please check this carefully.

Thursday 18th September at 6pm: Managebac Training session for Secondary parents. Parents are warmly invited to join us onsite for a training session on how to use Managebac. Please bring a device (mobile, tablet or laptop).

Friday 19th September: Primary parents will receive their activation emails.

Thursday 25th September at 6pm: Managebac Training session for Primary parents.

Primary Section

Dear Parents and Guardians,

As we enter the fourth week of the term, it has been wonderful to see how well our learners have settled in. Their enthusiasm for learning continues to shine across classrooms and beyond.

This week, the After School Activities Programme (ASEP) added to the vibrant energy on campus. Learners eagerly engaged in a variety of hands-on activities including Robotics, Crochet, Football, Music, and Chess. These sessions are thoughtfully designed to foster creativity, teamwork, and problem-solving skills, while giving learners the chance to explore new interests alongside peers and teachers outside the traditional classroom setting.

We're excited to watch our students continue to grow—both academically and personally—as the term progresses.

Kind regards,

**Judith Opiyo
Assistant Head of Primary**

Secondary Section

We've had a very positive start to the academic year! Students have settled in well, and there is a great atmosphere throughout the school. Our new Head of School and new staff have also settled in smoothly.

ManageBac is now fully up and running with our secondary students, and will be launched to secondary parents later today.

As we enter the fourth week, the school is running smoothly and everything is going very well. Please don't hesitate to give us a shout if you have any questions or any issues for us to address.
A big thank you to you, our Parents/Guardians for your support.

**Mr Francis Anquandah
Assistant Head (Academic)**

**Ms Jane Snell
IBDP and Learning Development Coordinator**