



Weekly Update

19th September 2025



Dear Parents,

We are an exceptional community! I have written before about how our partnership with parents is so important. As a whole staff, we have also recently discussed the concept of 'comm-unity', the need for our communications to be very clear and efficient at all times, to ensure unity of message and avoid confusion.

One of the ways in which we are seeking to achieve this is through the introduction of our ManageBac platform online. Once all of our parents are logged on, this will become one of our main methods of sharing information with our parents.

With everything in one place, you will always be able to find any information you have been sent by the school, rather than having to search through old emails when you wish to find information.

Thank you to those Secondary parents who have already logged on to the system, and it was good to see some of you at our first ManageBac for Parents session on Thursday. If you have not yet activated your account, we are sending you a further account activation email today. We are also sending account activation emails to our Primary parents today. **Please activate your ManageBac account as soon as you receive the activation email, to avoid the link expiring.**

The launch of ManageBac is just one of our major new developments at present! It has been an exciting and busy start to the new year, and next Friday we will be sending you our first celebratory newsletter, focusing on the great start to the academic year that our Primary students have made. Later in the term, our second newsletter will focus on our Secondary section.

Thank you again for all you do as parents to support our school!

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.

3rd edition Business Fair

BSL Business Fair Week is back from Tuesday 14 October to Friday 17 October 2025. Students from all year groups will design and run small businesses on campus, turning classroom learning into practical experience. The week concludes with product exhibitions and a friendly competition, with prizes for the top teams.

Families are warmly invited to the closing fair on Friday 17 October from 12:30 pm to 3:30 pm. Please support your child by visiting stalls, offering feedback, and making purchases where possible.

Parents and friends who wish to mentor students or assist with logistics are welcome.

For questions or to get involved, please contact Mrs Anna Anquandah at anna.anquandah@bsl.tg or Mr Ernest Dadgovie at ernest.dagbovie@bsl.tg.

We look forward to celebrating enterprise, creativity, and teamwork together.

Invitation letter

Sponsorship letter

DELF French Language programme

As part of our current and continuous growth and with the approval of the Head of School, we are pleased to continue **DELF exams** to enhance our French language program.

The DELF (Diplôme d'Études en Langue Française) is a prestigious certification awarded by the French government, and the exams will be conducted in collaboration with the French Institute Lomé.

Further details are [**HERE**](#).

Primary Section

Dear Parents and Guardians,

ManageBac is going live to Primary Parents today! Please look out for your ManageBac activation email. Instructions for activating your account are [HERE](#).

Once you have activated your account, we suggest you read this presentation regarding '[**Getting Started with ManageBac as a Parent**](#)'. You can work through this presentation in your own time at home. However, if you would like assistance with this, there will be a further Parent ManageBac help session, at 6pm on Thursday 25th September in the BSL School Hall.

Mr Gareth Jones
Head of Primary

Secondary Section

Last Friday, you received an email from the school to the email address we hold on file, with instructions for activating your parent ManageBac account. **If you did not activate your account, the link has now expired - so please look out for a further activation email later today, and please activate your account as soon as you receive it.**

If you have not yet activated your account: some **[reminders regarding the account activation process are here](#)**. Please check your junk/spam folder if you cannot find the activation email in your inbox - and email **contact@bsl.tg** if you still cannot find the email.

If you have already activated your account: we suggest you read this presentation regarding '**Getting Started with ManageBac as a Parent**'. You can work through this presentation in your own time at home. However, if you would like assistance with this, there will be a further Parent ManageBac help session, at 6pm on Thursday 25th September in the BSL School Hall.

We are sure you will find ManageBac useful! 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. We have now also rolled out ManageBac to our Primary Parents.

Mr Francis Anquandah
Assistant Head (Academic)

Ms Jane Snell
IBDP and Learning Development Coordinator