



# WINWOOD COLLEGE

Winwood College

## PROFILE



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*Soaring High*



**Company Name** : Winwood College  
**Nature of Business** : Secondary School  
**Address** : 3794 Shumba Road, Old Windsor Park, Ruwa

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**Contact name** : Miss Annia Muponda – CEO / Proprietor  
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**Website** : [www.winwoodcollege.co.zw](http://www.winwoodcollege.co.zw)

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### Banking Details

**Bank name** : Stanbic Bank  
**Account Name** : Winwood College  
**Branch** : Southerton  
**Account No.** : 914 00000 480  
**Sort Code** : 3120

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## Introduction

Winwood College was established in January 2015, where we deliver Secondary Education from Form 1 – 6, offering academic and non-academic subjects. Winwood College is a Private School with all the Hallmarks of an International school located in the heart of Old Windsor Park, Ruwa, Zimbabwe. The Visionary and Founder, the Late Mr O. D. Muponda found it necessary to establish this great institution in 2014. Mr Muponda realised that the demands of the 21<sup>st</sup> Century required a new approach to education to fully prepare and equip our children for college, University and future careers. He converted what people knew as Old Windsor Stadium to a stunning Private school known as Winwood College.

Winwood College also enjoys successful recruitment of a strong diverse regional and national students group, bringing a rich cultural base to our programme of study. Support and expertise can be found through our learning and institute management system, e-learning and library information systems and curriculum accredited by the Ministry of Secondary Higher Education.

**Winwood College is registered with the Ministry of Primary and Secondary Education, Reg No. IC/HARARE/482.**

Winwood College is an Approved Centre for :-

**Cambridge Examination Board and;  
Zimbabwe School Examining Council (ZIMSEC),  
International Computer Driving License,**

The Zimbabwe School Examining Council (ZIMSEC) and Cambridge Examining Boards promotes a global perspective across all subject areas through curriculum development, staff and student mobility, assessment and learning experiences. Winwood College Offers a fully comprehensive curriculum for 'O' and 'A' levels. It also offers a wide variety of Sporting activities and Clubs.

E-learning technologies have been developed by the authorities to support students through a range of diverse learning opportunities countrywide. Our academic staff possess a breadth of skills, knowledge and experience to support teaching activities. Varied research interests of staff underpin teaching of the secondary, lower and upper curriculum within all subject areas.

We encourage professional accreditation across all areas and enhanced qualification through additional certification, to enhance knowledge transfer and management. Our Lower and Upper 6 curriculum is validated to provide a variety of entrance progression routes in preparation for University to enhance

*Lifelong learning* and career opportunities regionally, nationally and internationally. We believe you will find our approach very professional, and we pride ourselves on our warm and welcoming manner. This conventional private school offers lessons from 7.30 am to 4pm with qualified teaches.



## College Site

The College sits on 100 hectares of land with classrooms and other infrastructure occupying 75% of the total area. The main attraction to Winwood College is its Curriculum and State of the Art facilities beautifully located on a huge piece of land with green fields in the centre. Students learn in a magnificent child-friendly environment with lots of classroom space. The other attraction is the Study-Zone area, combined with a well-stocked Library. Students are able to study in a quiet and tranquil environment, which allows students to stay focused, feel inspired and be innovative. All books are brand new and the latest editions are available in all subjects in the Library. Additional internet research is conducted in the Computer Lab, which has a range of brand new computers. ICDL (International Computer Drivers Licence) is part of the curriculum, and all students are required to do this computer subject. For students with a flare in Science, Winwood College has well equipped Science Laboratory where practicals are carried out in a safe and innovative environment. Other Labs include the Food and Nutrition Laboratories. Fashion and Fabrics also has all the modern sewing machinery and trinkets to allow students to fully explore the World of Fashion.

## Facilities

- There are 21 Classrooms
- State of the art Science Laboratories
- An Administration Block
- Library
- And staff room

### Administration Block encompasses

- Reception area
- Boardroom
- Headmaster's office
- School Secretary's Office
- Bursar's Office
- Proprietor's Office
- Reclining room
- Kitchen,
- 3 staff toilets
- Kitchen

### At the South-end of the establishment, is a

- Uniform shop
- Tuck-shop / grocery shop and
- Football pitch
- Volleyball / Basketball/Netball (multipurpose court )

## Vision mission and values

Winwood College aspires to be the excellent co-educational high school of choice through overall commitment to our ethos.

## Mission

Winwood College will provide pupils with every opportunity to achieve the high internalised discipline and enhance all their personal potentials.

Winwood College aims to provide pupils with :-

- The best possible educational facilities
- Every opportunity to achieve the highest internalized discipline and enhance all their personal potentials in all areas of school life.
- Education at a competitive price.
- Having a realistic teacher / pupil ratio
- Professionalism
- Using as broad an academic, practical cultural and sporting curriculum as possible.
- Maintaining traditional values in discipline and behaviour
- Having an involved, committed and contributing parent body
- Encouraging loyalty to Winwood, the family, the community and the nation.

## Our Philosophy

Pupils should leave Winwood College with:

- ✓ As broad an outlook on life as possible.
- ✓ A positive self-image.
- ✓ Skills and qualifications to cope with life after school.
- ✓ The ability to contribute to the community
- ✓ A selfless attitude

**Assertive and able to express themselves**

## Our Values

<b>HONESTY</b>	We endeavor to instil the virtues of trust, fairness, sincerity, uprightness and fairness as we pass on and share the knowledge gained collectively with our students.
<b>INTEGRITY</b>	Adopting Kaizen practices where honesty, honour and sincerity will be our signature in every step of the way.
<b>COMPASSION</b>	We will strive to identify with people around us as the world evolves and collectively adapt to our changing environment and practicing fairness and justice for the common good.
<b>ACCOUNTABILITY</b>	We will be accountable and acknowledge, assume responsibility of our actions, decisions and policies which govern our daily operations.
<b>DEPENDABILITY</b>	We believe we accomplish more by earning respect and being relied upon by the community we serve.
<b>COMMITMENT</b>	We are dedicated to our cause of producing an all-round candidate who is ready to bring change to the society.
<b>DILIGENCE</b>	We will be careful and exercise caution and believe persistence, commitment and hard work will bring the required results.
<b>EMPATHY</b>	We are Humans first before we are Winwood College and this will be reflected in our operations.

## The college motto

The college motto 'Soaring High', assumes its characteristics from an Eagle, whereby, it soars high above the sky to unimaginable heights, but instinctively is able using its meticulous vision to see the most minute elements from afar off. So at Winwood College we are cognisant of the fact that every Child should endeavour to reach their goals and seize every opportunity to excel to greater heights in all their endeavours without limitation.

## Management Team

### Mr O. Muponda – Business Owner

Winwood College is the brainchild of the Late Mr Oneday Muponda a seasonal businessmen whose humble beginning date back to Odzi. The founder Late Mr O. Muponda was the Chief Executive who founded Winwood College. He was also the CEO of First Sellers Group of companies. Under the group is the Hardware store, entity which has been in operation since 1999. Mr Muponda's business acumen saw the company grow from a small branch into a 4 branches, 2 in Harare and 1 in Ruwa and another in Karoi.

The late Mr O. D. Muponda played a pivotal role in setting the standards both from infrastructure and fulfillment of the vision and mission to build a state of the Art school in the heart of Ruwa community. He also played a major role in the development and in charting out the course for the school.

### Ms Annia Muponda – CEO

Ms Annia Muponda has been at the grassroots and formation of the school (Winwood College), since its inception in 2014, and is equipped with knowledge to maintain the legacy and vision of her the Founder (the Late Mr Oneday Muponda). Ms Annia Muponda is a holder of a Master's Degree in Business Management obtained from Africa College. A shrewd business protegee who has endeared herself into uncharted waters where others dare not partake in. She is a chip of the old block who thinks outside the box and has learnt from the best. With an MBA under her cap coupled with the experience she has gained under the leadership and Mentorship her father Mr O. Muponda, Annia is set to take the school to greater heights and maintain the legacy of Soaring high.

### Mr J. Jere – Chairman - Board of Governors

Winwood College is run by a functional Board in place and is chaired by Mr John Jere, a highly experienced and successful commercial leader, with proven leadership and management track record of 15 years. He is a renowned businessman and Former Chief Executive of Turnall Holdings. He has been mandated to steer the school from its infancy to full maturity and further graduate into a college of choice. He is credited with turning around the fortunes of Turnall from one ordinary room and fiber material making entity into a formidable force in roofing material and other aggregates. Under his tutelage has seen Turnall group was transformed into a world standard roofing entity with state of the art machinery and knowledgeable human capital unit. Mr Jere is adaptable to both environment and market pressure, with clear strategic and innovative thinking to arrive at creative solutions. He is a highly motivated and inspiring individual with the ability to structure and focus teams with clear objectives and goals to produce results.



### Mr S. Kaziboni – Headmaster

Winwood College is run by a qualified and experienced educationist Mr Kaziboni (former Hillcrest Principal) who has been in education for over 20 years. Mr Kaziboni joined Winwood College in 2014 as the pioneer Headmaster entrusted with hoisting the sails of this college and steering it to envisaged heights.

Mr Kaziboni is a holder of a Bachelor of Arts Degree and a Graduate Certificate in Education which he obtained from the University of Zimbabwe in 1985 and 1986 respectively. Mr Kaziboni is currently studying for a Masters in Education Administration with the Atlantic International University (AIU), Honolulu, Hawaii, USA. He is also a member of the Business Network (A Youth Empowerment Organisation) in Zimbabwe.

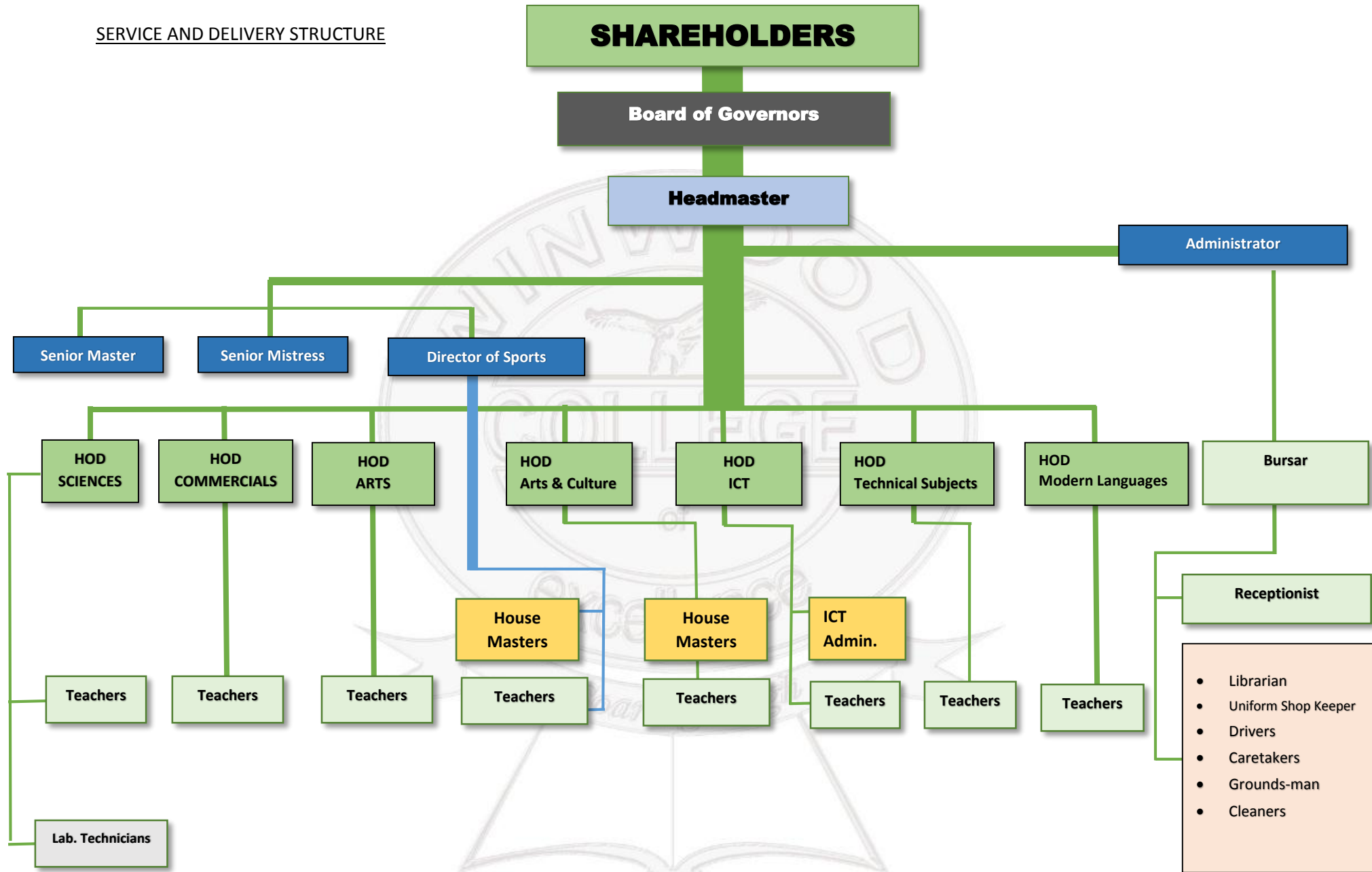
Mr Kaziboni has 30 years teaching experience Mr Kaziboni brings the College extensive experience with higher education management of diverse range of programmes and associated staff combined with term engagement within the educational sector. Emphasis on student experience to enhance the time spent at College and increase University and career entrance opportunities to bring a diverse cultural and diverse background students from in and around the country as well as beyond our borders to Winwood benefits from the rich educational experience within Winwood College and to enjoy the beautiful surroundings and College's sporting facilities, sharing experiences with both national and regional students professional partners. As Headmaster Mr Kaziboni is responsible for strategic management of Winwood College working across all areas and building partnership regionally, nationally and with the community. He influences both the direction of the College through interaction with the Board of Governors, parents, committees and other stakeholders. Mr Kaziboni is passionate about personal and professional development whether this be for him, his staff or students within the College and this is demonstrated by his engagement with the Higher and Tertiary Ministry, personnel Development and his track record at Hillcrest College.

### School Development Committee

The school is also proud of its School Development Committee (Comprising of a vibrant team of Parents and Guardians). Parents/Guardians selected to serve on the Committee have shown an overwhelming and keen interest to contribute with innovative ideas to see the vision and success of the school. We are optimistic with the line-up of parents we have on our Parents Association that 2016 promises to be a successful year for Winwood College



SERVICE AND DELIVERY STRUCTURE



## Our Curriculum

We are a leading provider of integrated educational solutions that address pupils' desires to exploit every opportunity to achieve the highest international discipline and enhance their personal potentials. Winwood College is committed to giving you the best value for money, not only helping you to achieve your qualifications but to see tangible results in your chosen career.

We offer curriculum under the Cambridge and Zimbabwe Schools and Examinations examining Boards in the following subjects :-

Form 1 & 2	Form 3 & 4	Form 5 & 6
<p>English Shona Mathematics History General Science Accounts Geography French Religious Studies Computers</p> <p><u>Practicals</u> Home Economics Music Agriculture Technical Graphics</p>	<p>French Shona English Language English Literature Religious Studies History Mathematics Combined Science Chemistry Physics Biology Geography Accounts Computers</p> <p><u>Practicals</u> Art Fashion &amp; Fabrics Agriculture Technical Graphics</p>	<p>Shona Divinity History Geography Agriculture Literature in English Business Studies Accounts Travel and Tourism Economics Art Physics Chemistry Biology Computer Science Mathematics Technical Graphics General Paper</p>

## Other Extra Mural Activities

The authorities have shortlisted renowned personalities and artists to take care of the non-academic, practical business and entrepreneurial oriented studies and activities of the school. This curricular are as follows :-

- ICDL
- Travel and Tourism
- Agriculture
- Arts and Heritage activities
- Food and Nutrition
- Fashion and Fabrics

The flexibility and powerful simplicity of our curriculum is perfect for people with diverse family backgrounds, aptitude or even first – time learners who have little experience of the private college experience. We offer full induction to all students, building your confidence and ensuring you know how to utilize the library facilities on offer to your advantage. The study Manager Programme and homework offers you a consistent check on key deadlines and updates from your teachers and events, so that you can plan your study time effectively.

We endeavor to build a reputation in providing friendly, professional advice and support from initial enquiry through to graduation. We promise that you will receive superior support throughout your studies, as we believe your success is our success.

In line with our vision we endeavor to produce an all-round student, proficient in the world of study, physically equipped student evidenced by the sporting activities on offer. What we will distinguish us from the rest of the educational facilities is our curriculum which has gone beyond the normal science and mathematics subjects, but will also among other offer the International computer Drivers' License (ICDL) and above all Management of business studies to prepare our students for the business world.

### **Sports**

Sports are an integral part of the school curriculum with year-end examinations to be set by Cambridge School Examination Board. Arts and Heritage studies will prepare and set our students background in their own history and genealogy lest they lose track of who they are as well as the history of their country.

A sound mind in a sound body, the old adage goes and is true as we have included in our curricular examined sporting activities for the benefit of our students who feel their calling is in sports and not full time academic.

## Summary of what we do

FORMAL EDUCATION	PREPARATORY CAREER RELATED SUBJECTS
<ul style="list-style-type: none"> <li>English</li> <li>Maths</li> <li>Shona</li> <li>History</li> <li>General Science</li> <li>Accounts</li> <li>Geography</li> </ul>	<ul style="list-style-type: none"> <li>Computer</li> <li>ICDL</li> <li>Agriculture</li> <li>Travel and Tourism</li> <li>Home Economics</li> <li>Business studies</li> </ul>
ARTS AND CULTURE	SPORTING
<ul style="list-style-type: none"> <li>Arts and Heritage Studies</li> <li>Music</li> </ul>	<ul style="list-style-type: none"> <li>Soccer</li> <li>Rugby</li> <li>Cricket</li> <li>Volleyball</li> <li>Netball</li> <li>Basketball</li> <li>Golf</li> <li>Swimming</li> </ul>

## Fee Structure

No.	Item Description	Fee Form 1 – 4 (\$)	Form 5 – 6 (\$)
1.	Non-Refundable Application Form fee	50	50
2.	School fees per Term	998	1190
3.	Development Levy (Once off payment)	590	590
4.	Uniforms (full set – refer to guidance)	200	200
5.	Bus fare (Town) \$50 Bus Fare (Ruwa and Surrounding areas) \$45		
6.	<b>Total excluding VAT</b>	<b>\$1838</b>	<b>2030</b>



## Learning Management systems

To effectively manage the college we have installed an integrated learning management system which has the following features and functionalities.

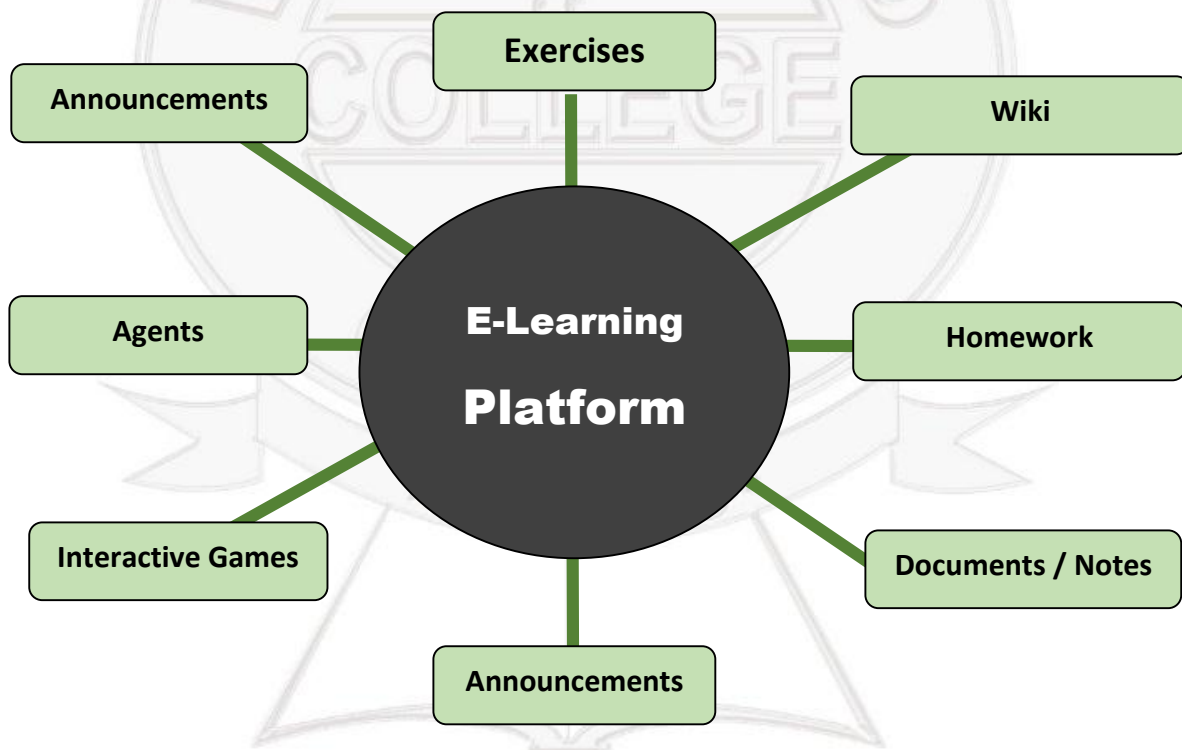
### Learning Institute Management System Overview

LIMS is flexible and easy to use business solutions for designed for academic institutions. It combines a suite of applications specially designed to bring together people, resources and technology towards improving relevance and quality of higher education. The solution automates and manages all operations which are involved in running Universities and Colleges. The systems integrates many concepts in Universities to provide a complete and efficient solutions. It comes equipped with various subsystems so as to tackle various operations related to College management. The main features include the following :-

No.	Features	Description
1.	<b>Applications</b>	This allows the Institute to capture details about applicants ie what they have applied for, their qualifications and referees.
2.	<b>Selection Journal</b>	This allows the institute to enter approved applications. The system generates offer letters and automatically assign student numbers.
<b>Student Management</b>		
3.	<b>Student Record</b>	This module maintain a database of all students. It stores every detail about each student from personal information, academic qualifications, next of kin information to exam history and payment history. The system can also store students photos and print ID cards.
4.	<b>Students payments</b>	This allows the College to capture all types of payments made by the students.
5.	<b>Payment Journal</b>	
6.	<b>Student Payout Journal</b>	This allows the institute to capture and monitor receipts and payments.
7.	<b>Programme Fee Worksheet</b>	This is used to setup programme fees structure that are used for billing.
<b>Examination Management</b>		
8.	<b>Registration</b>	This module is used to capture students registration at the beginning of each term. Courses for a programme for a known semester and part are pre-set so that when a student specifies that he / she is registering for a particular programme and other or part, the system automatically associates that student with the corresponding courses.
9.	<b>Continuous Assessment</b>	This feature is used to enter continuous assessment marks by lecturers. Each lecturer gains access to continuous assessment journals which immediately concerns him / her. The system automatically calculates the percentages in accordance to the weights specified for each assessment.
10.	<b>Final Exam Roll Call Register</b>	This feature produces exam attendances slips which will be filled by the invigilators to verify attendance by a student. This data will then be entered into the system via the Exam Attendance journal.
11.	<b>Course Assessment</b>	This feature is used to calculate the combined marks for continuous assessment and final exam. The system automatically assigns a course aggregate.
12.	<b>Part Assessment</b>	This feature is used to calculate the overall mark for the part in the question that is first year, third year and so on. It averages the marks for all the courses in the specified part.
13.	<b>College Shop</b>	This feature is a Point of Sale system which allows the college to manage shop stock such as gowns, folders, branded mugs and plates and so on. It has a back-office facility which allows the college to monitor sales performance.

## E-Learning solutions overview

The E-Learning system will cover a wide set of applications and processes, such as web-based learning and computer-based learning. This application will support group work, Interactive games, Agenda, Announcements, Exercise, Wiki, Homework and documents / notes. Below is an illustration of the E-Learning solutions in diagram form



## E-Learning systems

Features included in the E-learning system package inter alia :-

No.	Topic	Description
1.	Creating Exercises	<b>With this feature you can :-</b> <ul style="list-style-type: none"> <li>Create online exercises with a list of questions</li> <li>Elaborate different types of questions: Multi-choice, true /false, filling blanks, matching.</li> <li>Save the results of the students</li> <li>Track the progression in the exercises with the subject statistics.</li> </ul>
2.	Managing Homework	<b>With this tool you can :-</b> <ul style="list-style-type: none"> <li>Post files that can interest subject members</li> <li>Submitting homework to the subject teacher</li> <li>Handling in group work</li> <li>Giving marks and an automatic feedback</li> <li>Allowing different uses according to the configuration defined by the subject teacher.</li> </ul>
3.	Repository for Publishing documents (notes, past exam papers, worksheets etc)	<b>Publish documents and files accessible to the users :-</b> <ul style="list-style-type: none"> <li>Create directories and sub-directories to gather files</li> <li>Create Hyperlinks to other documents on the internet.</li> </ul>
4.	Organising group working	<b>With this tool you can :-</b> <ul style="list-style-type: none"> <li>Create several groups of students enrolled in the subject</li> <li>Define the registration settings</li> <li>Provide own tools for each group: uploading area, forum, chat, wiki</li> </ul>
5.	Collaborating with the wiki	<b>Wikis may serve many different purposes, such as knowledge management and note taking.</b> <ul style="list-style-type: none"> <li>Elaborate or fill out homework from home on a unique document.</li> <li>Track the history of changes</li> <li>Gain time and efficiency in group work.</li> </ul>
6.	Publishing announcements	<b>With this tool you can :-</b> <ul style="list-style-type: none"> <li>Write an announcement which will be displayed on the course home page.</li> <li>Send an announcement by e-mail to a student or a group of students.</li> <li>Attach an existing resource</li> <li>Creation of public or private forum.</li> </ul>
7.	Agenda	<b>With this tool you can :-</b> <ul style="list-style-type: none"> <li>Add events in the subject calendar</li> <li>Show the complete calendar displaying the events from all courses.</li> <li>Attach to an event a link to other tools of the subject (file, forum</li> </ul>



**Mr R. Wabai**  
Senior Master

Mr Wabai holds a Bachelor of Science General (Geography and Geology) gained in 1993 and has been in Education since 1993. He is the Deputy Principal Marking Supervisor for Human Geography – 'A' Level Geography from 2008 to current. He was also one of Four National item Writers for Human Geography and the Regional Chief Examiner for Human Geography between 2002 – 2008. Mr Wabai is also a member of the Zimbabwe Harare School's Chess Association and is also a member of Ruwa Golf Club.



**Mr G. Chirebvu**  
Head of Commercial Department

Mr Chirebvu holds a B.Com in Management and is currently doing his Postgraduate Diploma in Education. Mr Chirebvu has experience in teaching in Pretoria College and Private school in Zimbabwe. His main area of speciality is Accounting, Business Studies and IT.



**Mrs M. Fungura**  
Senior Mistress

Mrs Fungura holds a Masters in Science & Maths Education (BID) in 2007 and Graduate Certificate in Education and a Bsc (Hons) BioScience degree gained in 1989. She also holds a Certificate in Information Technology and Certificate in Systemic family Counselling. Mrs Fungura has been teaching in both the Government and Private Education sector since 1990.



**Ms S. Nyashanu**  
Head of Modern Languages

Ms Nyashanu holds a BA Hons in French and Diploma in Education since 1992 and was a form teacher at Vainona High School since 1999. Ms Nyashanu also conducted French translation for the Algerian Embassy and was a Librarian for Alliance Francaise in 2001.



**Mr C. Makumure**  
Sports Director

Mr Cletos holds a Bachelor of Science General (Maths and Computer Science) gained in 1992. He also taught in Secondary High School in South Africa for 4 years before returning to Zimbabwe. Mr Makumre currently teaches Mathematics and Science education



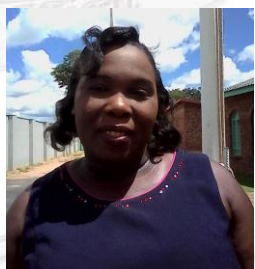
**Mrs M. Chikowore**  
Head of Technical Subjects

Mrs Chikowore is currently doing her Masters in Food Science and Nutrition and holds a Diploma in Personal Management, Bed Family and Consumer Science and a Diploma in Education. Mrs Chikowore successfully leads the outstanding Interact Club at Winwood College. In her previous employment Mrs Chikowore held the title of Patron for the Girls Brigade Club



**Ms B. Mare**  
Head of Science

Ms Mare holds a BSc General (Chemistry, Maths) and a Grad. DE (Physics and Chemistry). Ms Mare shared the joy of seeing her class obtain a 100% pass rate in 2014 in Physical Science. Ms Mare also assisted in establishing a board facility at her former Private School and was promoted to Hostel Superintendent.



**Mrs C. Munaki**  
Head of Arts and Culture

Mrs Munaki holds a Masters in Peace, Leadership & Conflict Resolution and a BA in History, Shona and Religious Studies. Mrs Munaki also holds a Post Graduate Diploma in Education and a Diploma in Leadership and Biblical Studies.



**Mrs T. Basopo –**  
Head of ICT

Mrs Basopo obtained a Licentiate Degree in Mathematics and Computer Science in 1999 in Cuba and has taught in private school such as Peterhouse and also trained African Sun Employees ICOL. Mrs Basopo also achieved a distinction in Text Production (LCCI). Mrs Basopo is extremely passionate about getting students through the ICOL (International Computer Drivers' Licence) examination at Winwood College.



**Ms F. Marques**  
Administrator

Ms Marques obtained a BTEC HNC in Business Studies and AAT (Association of Accounting Technicians) in the United Kingdom. Ms Marques comes on board with a wealth of experience in administration having worked for a College in Great Britain for 8 years and a Private School in Zimbabwe.