



INDIAN SCHOOL MUSCAT

PO Box: 2470, Ruwi, P.C. 112

Sultanate of Oman



ISM/PRN/165/2018-19

March 3, 2019.

CIRCULAR TO PARENTS OF THE SCHOOL

Dear Parent,

◆ FEE PAYMENT:

- Parents must ensure that the school fee for the full academic year must be cleared immediately, without any further delay. **The results will be processed only after the payment of Fee dues for the Academic Year 2018-2019. Report Cards/Books for the next academic year will not be issued to the Fee Defaulters.**

Those parents who have already paid the fees may kindly ignore this note.

■ FEE PAYMENT OPTIONS:

Parents may use the online payment options like **Bank Muscat Online/Bank Muscat Mobile Banking/CDM & POS (Credit/Debit Card)** options. **There are no additional charges for electronic payment.**

Indian School Muscat is pleased to inform you that for the convenience of parents, we have tied up with **Tasdeed – Oman's trusted leader in electronic payment solutions** to facilitate online fee payment through their website (www.tasdeed.om), KIOSK at various locations and through Banks portal. This is an additional optional facility for fee payment. A detailed circular has been sent to parents in this regard on September 3, 2018.

For any support related to online payment and transactions using tasdeed.om, the following people can be contacted.

Eng. Wajdi M. Kofahi, Senior Technical Support E – Payment, ONEIC

Tel: 24396299, email: wajdi.kofahi@oneic.com.om

Ms Zeina Jamal Soufan, Project Coordinator E – Payment, ONEIC

Tel: 24396298, email: zeina.jamal@oneic.com.om

We are pleased to inform you that ONEIC is now live with NBO (National Bank of Oman) and Bank Sohar. Parents can now pay their wards' school fees using NBO mobile application and internet banking of National Bank of Oman and Bank Sohar.

■ TRANSFER CERTIFICATES:

Parents who wish to withdraw/discontinue their wards from the school, from April 2019, shall submit the Transfer Certificate application in the prescribed format latest by **5th March 2019**. The pre-printed application form is available with the Admission Office in the main school. The TC



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application form can be downloaded from the school website (www.ismoman.com) also. TC application form is not applicable for Class XII students. However, submission of TC application is required for Class X students who will not be continuing their studies in ISM after Class X.

■ **NEW ACADEMIC SESSION – CLASSES X & XII:**

New academic session for Classes X and XII will begin from **Wednesday, March 6, 2019.**

■ **END OF ACADEMIC YEAR:**

Last working day for Kindergarten (KG1 and KG2) and Primary (Std. I to IV) will be on **Thursday, March 14, 2019.**

■ **TERM END BREAK:**

School will remain closed on 3rd and 4th April (Wednesday and Thursday) on account of Term End Break. **However, CBSE Board examinations on these days will be held as per schedule.**

■ **ISRA' A WAL MIRAJ HOLIDAY:**

Please follow the media announcements in this regard. The school will remain closed on this day as announced by the Oman Government.

■ **NEW ACADEMIC SESSION:**

Beginning of new academic session will be as follows:

Classes	Day	Date
KG II to Class IX	Sunday	07/04/2019
Class XI	Wednesday	10/04/2019



■ **SUGGESTION/FEEDBACK BOX:**

Your feedback/suggestions are very valuable to us. **In order to share your suggestions/feedback, suggestion boxes are installed at all strategic locations in all the campuses. May we request you to drop your suggestions/feedback in the boxes.** Alternatively, you can also email the suggestions to feedback@ismoman.com in case you wish to do it electronically.

■ **MEETING PARENTS:** Parents can meet School Management Committee and School Administration on **3rd Monday of every month at 6.00 p.m.** to discuss suggestions or improvements or concerns about school with effect from August 2018.

Location: Conference Room (B Block, ground floor, near reception).

■ **MEETING WITH THE PRINCIPAL:**

Principal is present for meeting by the parents from **9.00 a.m. to 10.00 a.m.** during the working days (**with prior appointment**) and also directly walk-in from **2.00 p.m. to 4.00 p.m.** on **Sundays and Tuesdays only.** Please feel free to contact if you have any feedback and suggestions.

■ **COMMUNICATION TO PARENTS:**

In order to simplify the communication to parents, we have introduced a single communication channel. Parents are requested to save the number **00968 71158935** as 'INDIAN SCHOOL MUSCAT' to your contacts to receive all communications from the school. **Please note that this**

number will only be used for communication from school to parents and no queries from parents to this number will be answered.

■ **PARENT PORTAL & e-CONTENT:**

Parents can access Parent Portal and e-Content by visiting school's website (<http://www.ismoman.com>). Details are available on the website page: <http://ismoman.com/helpdesk.html>. You can also email your queries to parentportal@ismoman.com

■ **NEW MOBILE APP:**

A new Mobile App for parents was launched on 24/01/2019. This can be downloaded from Google Playstore, Applestore (IOS) by searching **Indian School Muscat**. Through this App, parents will be able to see Wards' Academic Performance, Fee details, Circulars and other communications from school to parents. Parents can use the same credentials (user id and password) of parent portal to access the Mobile App. You can email your queries if any to parentportal@ismoman.com.

■ **SUMMER HOLIDAYS 2019-2020:**

Summer holidays for the next academic year (2019-2020) will be as follows:

Classes	From	To	Reopening
KG to XII	30 May 2019 (Last working day 29 May 2019)	27 July 2019	28 July 2019

With warm regards

Dr Rafeev Kumar Chauhan
Principal



◆ **RESULT DECLARATION and SALE OF BOOKS:**

Please note the following:

- Advance payment for the books (Full Set) can be made at the fee counters in the old Multi Purpose Hall from 17th March to 28th March 2019 (excluding Fridays and Saturdays) between 7.30 a.m. and 01.00 p.m. to avoid the inconvenience of standing in long queue on those days of book sale. **Book fee must be remitted before the date of book sale** (schedule given below).
- ***Payment for books can be made only after clearing all fee dues for the Academic Year 2018-19.***
- Full set of Books for the new academic year 2019-20 for Classes KG to IX will be distributed to students in the **New Multipurpose Hall basement** from 4.30 p.m. 8.00 p.m. (as per the schedule given below) for those who have made the advance payment. ***The children/parent should submit the original payment receipt for collecting the books. Please note that payment for books will not be accepted by class teachers on the days of book sale.*** Please note that payment for books and sale of books for classes X and XII will be on Monday, 04/03/2019 from 8.00 a.m. to 1.00 p.m. in the new MPH basement.
- Advance payment of School Fee for the next Academic Year (2019-20) can be made through the fee counter from Sunday, 17th March 2019.
- Bookstore will be closed from 17th March to 4th April 2019. Sale of Books will continue through Bookstore from 7th April 2019 (Timing: 7.30 a.m. to 2.30 p.m.).
- **Report Cards can be obtained from the designated classes from 4.30 p.m. to 8.00 pm as per the schedule below. Report Cards/Books for the next academic year will not be issued to the Fee Defaulters.**
- Location (Class rooms) of issue of report cards will be displayed at the main gate entrance on the days of book sale.

SENIOR SECTION (CLASSES IX to XII)			
Activity	Day and Date	Time	Venue
Report Card distribution – Classes IX and XI	Monday, 04/03/2019	8.00 a.m. to 1.00 p.m.	Respective class rooms
Payment for books & Sale of books for Classes X & XII	Monday, 04/03/2019	8.00 a.m. to 1.00 p.m.	New MPH basement.
New academic year begins for Classes X and XII	Wednesday, 06/03/2019		
New academic year begins for Class IX	Sunday, 07/04/2019		
New academic year begins for Class XI	Wednesday, 10/04/2019		
Parent Orientation Programme for Classes X and XII (present IX & XI)	Saturday, 16/03/2019	8 a.m. to 10 a.m.	New MPH
Parent Orientation Programme for Classes IX and XI (present VIII & X)	Saturday, 13/04/2019	6 p.m. to 8 p.m.	New MPH
MIDDLE SECTION (CLASSES V TO VIII)			
Activity	Day and Date	Time	Venue
Distribution of corrected Answer Scripts – Classes V to VIII	Tuesday, 19/03/2019	7 a.m. to 10.30 a.m.	Respective class rooms

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Distribution of Report Cards (Classes V & VI)	Wednesday, 27/03/2019	4.30 p.m. to 8 p.m.	Allotted class rooms
Sale of books for Classes VI & VII.	Wednesday, 27/03/2019	4.30 p.m. to 8 p.m.	New MPH basement.
Distribution of Report Cards (Classes VII & VIII)	Thursday, 28/03/2019	4.30 p.m. to 8 p.m.	Allotted class rooms
Sale of books for Classes VIII & IX	Thursday, 28/03/2019	4.30 p.m. to 8 p.m.	New MPH basement.
New academic year begins for Classes V to VIII.	Sunday, 07/04/2019		

PRIMARY SECTION (CLASSES I TO IV)			
Activity	Day and Date	Time	Venue
Distribution of Report Cards – Std. I & II (both morning & afternoon shifts)	Sunday, 24/03/2019	4.30 p.m. to 8 p.m.	Main campus at Darsait. Room allocation will be displayed on 24/03/2019.
Sale of books for classes II and III	Sunday, 24/03/2019	4.30 p.m. to 8 p.m.	New MPH basement.
Distribution of Report Cards – Std. III & IV (both morning & afternoon shifts)	Monday, 25/03/2019	4.30 p.m. to 8 p.m.	Main campus at Darsait. Room allocation will be displayed on 25/03/2019.
Sale of books for classes IV and V	Monday, 25/03/2019	4.30 p.m. to 8 p.m.	New MPH basement.
New academic year begins for Classes I to IV (morning shift)	Sunday, 07/04/2019		
New academic year begins for Classes II to IV (afternoon shift)	Sunday, 07/04/2019		
New academic year begins for Class I afternoon shift	Monday, 08/04/2019		

KG SECTION (KG I & KG II) - JIBROO			
Activity	Day and Date	Time	Venue
Sale of books for KG2 & Std. I (both morning & afternoon shifts)	Tuesday, 26/03/2019	4.30 p.m. to 8 p.m.	New MPH Basement, Darsait Main campus).
New academic year begins for KG2 (both morning & afternoon shifts)	Sunday, 07/04/2019		
Parent Orientation Programme KGII A, B, C, D, E, F, G, H, I (Present KGI morning shift)	Saturday, 30/03/2019	9.00 a.m.	Jibroo Campus (Respective Class rooms)
Parent Orientation Programme KGII R, S, T, U, V (Present KGI afternoon shift)	Saturday, 30/03/2019	6.30 p.m.	Jibroo Campus (Respective Class rooms)

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ACCOLADES

1	Master Shriyan M (4 C) had participated in National Level Abacus Competition held on February 16, 2019 in Muscat. Shriyan had participated in Level VII examination and was the topper with Gold Medal.																														
2	Miss Sajiree B Shelar (3 R) participated in the Inter-Club Kata Competition organized by the Oman Indo Shotokan Karate (Affiliated with World Union of Karate Association). She was adjudged first in Kata and Kumite Competition held on January 18, 2019.																														
3	Miss A Tanisha is a Silver topper at the Second Oman National Abacus Competition – Brinobrainfest 2019 held on February 16, 2019 in Muscat.																														
4	<p>Indian School Muscat Teacher Toastmasters have done the school proud by winning at the Area Level Contest held on Friday, February 15, 2019.</p> <ul style="list-style-type: none"> • MTM – Ms. Anu B Mathew (First Position in Table Topic Contest and Second Position in International Speech Contest) • TM – Mr. Gangadhara Naik (Second Position in Evaluation Speech Contest. <p>These teachers will represent their area at the Division Level Contest to be held on March 15, 2019. Indian School Musat family congratulates them and wishes them all the best for the next level.</p>																														
5	<p>Indian School Muscat family congratulates the following teachers on winning the prestigious Navin Asher Kazi Awards for Excellence in Teaching held on 27/02/2019:</p> <table border="1"> <thead> <tr> <th>S.No.</th> <th>Name</th> <th>Category</th> <th>Section</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Ms. Felcy Fernandes</td> <td>Certificate of Excellence</td> <td>Middle</td> </tr> <tr> <td>2</td> <td>Mr. Vikram Singh Yaduvanshi</td> <td>Certificate of Excellence</td> <td>Senior</td> </tr> <tr> <td>3</td> <td>Mr. Venketeson Karthikeyan</td> <td>Meritorious Achievement Award & Certificate of Recognition.</td> <td>Physical Education</td> </tr> <tr> <td>4</td> <td>Dr. Benny Varghese</td> <td>Certificate of Recognition</td> <td>Counsellor</td> </tr> <tr> <td>5</td> <td>Mr. Gajendra Varathan</td> <td>Certificate of Recognition</td> <td>Senior Secondary</td> </tr> <tr> <td>6</td> <td>Mr. Joyson Cyril</td> <td>Certificate of Recognition</td> <td>Senior Secondary</td> </tr> </tbody> </table>			S.No.	Name	Category	Section	1	Ms. Felcy Fernandes	Certificate of Excellence	Middle	2	Mr. Vikram Singh Yaduvanshi	Certificate of Excellence	Senior	3	Mr. Venketeson Karthikeyan	Meritorious Achievement Award & Certificate of Recognition.	Physical Education	4	Dr. Benny Varghese	Certificate of Recognition	Counsellor	5	Mr. Gajendra Varathan	Certificate of Recognition	Senior Secondary	6	Mr. Joyson Cyril	Certificate of Recognition	Senior Secondary
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