



INDIAN SCHOOL AL MAABELA

(ISO 9001: 2015 Certified Institution)

Website: www.indianschoolmaabela.com

CIRCULAR TO PARENTS (KG to XII)



ISAM/ CR/ADM/2023- '24/001

05 April 2023

Dear Parent

Greetings & Good Wishes from Indian School Al Maabela!

NEW ACDEMIC YEAR, KG1 & STD XI (2023-2024)

New academic session for **KG1 & STD XI** will begin from **Monday, 10 April 2023**. For more details, please refer to the respective department circulars released in this regard.

EASTER HOLIDAY

Please note that School will remain closed on **Sunday, April 09, 2023**, on account of Easter.

Season's greetings to all!

PARENT ORIENTATION PROGRAMME.

Parent Orientation programme will be conducted for the parents to familiarize you, "**as partners in progress of our students**" with the curriculum, rules, and regulations of the school, teaching methodologies and the co-scholastic activities for all the classes. The invitation and schedule will be shared shortly by the respective departments through circular.

General Guidelines

- **Class Teacher will be the focal point** of contact for any queries related to the school academics and other co-curricular activities.
- In case of any further queries or clarifications, parents may write to the following mail ids.

KG1 to STD II	avppreprimary@indianschoolmaabela.com
III to V	avpprimary@indianschoolmaabela.com
VI to VIII	avpmiddle@indianschoolmaabela.com
IX to XII	avpsenior@indianschoolmaabela.com
Admissions & Withdrawal	admissions@indianschoolmaabela.com
Counselling Department	couselors@indianschoolmaabela.com
Special Educator	specialeducator@indianschoolmaabela.com
Fee/ Finance	chiefaccountant@indianschoolmaabela.com

PARENTS PORTAL

To know about your ward(s) academic performance, fee details, attendance, circulars and other communications, parents are requested to access the parent portal or mobile application. The online portal can be accessed through <https://isam.trackmyschool.info/>.

The mobile application (Indian School Al Maabela) can be downloaded from Play Store /Apple Store. For any technical query regarding the access to parent portal or mobile application, please send a mail to info@indianschoolmaabela.com

FEE STRUCTURE

Please refer to school website <https://www.indianschoolmaabela.com/fee-details.html> for the fee details for all the classes (KG to XII).

Mode of Fee Payment

- Cash counter at the school- Parents can choose either cash or cash or bank cards for fee payment at the school fee counter.
- E-payment gateway in the school website/TMS Mobile APP



RAMADAN TIMINGS

The school will observe the following timings during the holy month of **Ramadan**.

STD	TIMINGS
KG1 & KG2	8:00 am to 11:00 am
I to V	7:50 am to 12:00 noon
VI to VIII	6:50 am to 1:00 pm
IX to XII	6:50 am to 1:00 pm
Fee Counter	7:00 am to 12:00 noon
School Office	7:00 am to 1:00 pm
Book Store	7:00 am to 12:00 noon

REGULAR SCHOOL TIMINGS

The normal school working schedule is as follows

STD	TIMINGS
KG1 & KG2	8:00 am to 12:30 pm
I to V	7:50 am to 1:05 pm
VI to VIII	6:50 am to 2:10 pm
IX to XII	6:50 am to 2:10 pm
Fee Counter	7:00 am to 2:00 pm on all working days, except public holidays
School Office	7:00 am to 3:00 pm on all working days, except public holidays

BOOK STORE TIMINGS

The Book Store is open on all working days (**Sun- Thu**) from **7:00 am to 1:00 pm** & on Saturdays from 8:00 am to 12:00 noon.

SUMMER VACATION: (STUDENTS)

The summer vacation for the classes KG to XII will be from **Friday, 09 June 2023 to Saturday, 29 July 2023**. The last working day for the students will be on Thursday, 08 June 2023 & the classes will resume on **Sunday, 30 July 2023**.

Warm Regards

P.Prabakaran
Principal