



**INDIAN SCHOOL MUSCAT**  
**PO Box: 2470, Ruwi, P.C. 112**  
**Sultanate of Oman**



ISM/PRN/255/2022-23

March 02, 2023

**CIRCULAR TO PARENTS OF THE SCHOOL**

Dear Parent,

Greetings from Indian School Muscat!

Indian School Muscat urges the parents to follow the **COVID 19** awareness and guidelines issued by the Ministry of Health, Sultanate of Oman and take necessary precautionary measures at all times.

▪ **SCHOOL TIMING**

The below mentioned timings will be followed on all working days from Sunday to Thursday.

Kindergarten (Jibroo Campus)	: 8.15 a.m. to 12.00 noon
STD I to IV (Jibroo and Main campus at Darsait)	: 8.00 a.m. to 1.00 p.m.
STD V to VIII (Main campus at Darsait)	: 7.00 a.m. to 1.40 p.m.
STD IX to XII (Main campus at Darsait)	: 7.00 a.m. to 1.55 p.m.
School Office	: 7.00 a.m. to 3.00 p.m.
Fee payment and Book Store	: 7.15 a.m. to 2.30 p.m.

▪ **RAMADAN TIMING**

**The school will observe the following timings during the holy month of Ramadan with effect from the first day of Ramadan.**

Kindergarten (Jibroo Campus)	: 8.15 a.m. to 11.00 a.m.
STD I to IV (Jibroo and Main campus at Darsait)	: 8.00 a.m. to 12.00 noon
STD V to VIII (Main campus at Darsait)	: 7.00 a.m. to 12.45 p.m.
STD IX to XII (Main campus at Darsait)	: 7.00 a.m. to 1.00 p.m.

**Office & Fee Collection timings during Ramadan:**

School Office	: 7.00 a.m. to 1.00 p.m.
Fee Collection Timing	: 7.15 a.m. to 12.45 p.m.
Book Store	: 7.15 a.m. to 12.45 p.m.



## ▪ FEE PAYMENT

Fee Counter is open on all working days (Sunday to Thursday) from 7.15 a.m. to 2.30 p.m. and on all Saturdays from 9.00 a.m. to 12.30 p.m. It is suggested to follow the safety guidelines while coming to pay the fee.

Parents are reminded that the **Fourth Quarter (January to March 2023) fee payment is overdue. As the academic year is nearing end, parents are requested to clear all the fee dues of their wards on or before 15th March 2023. The results will be processed only after the payment of Fee due for the Academic Year 2022-2023. Report Cards/Books for the next academic year will not be issued to the Fee Defaulters.**

The Quarter Wise fee details for the year 2022-23 are available on the School website and Online Parent Portal/Mobile App.

**The School Fee can be paid through online banking or mobile banking by using the following means.**

### **1. BANK MUSCAT MOBILE BANKING & ONLINE BANKING**

Parents may use the online payment options like Bank Muscat Online/Bank Muscat Mobile Banking. There are no additional charges for electronic payment. Please choose “INDIAN SCHOOL MUSCAT” from the available options for the above online transactions and mobile banking.

### **2. BANK MUSCAT CDM**

The School fee can be paid using CDM of Bank Muscat by selecting School Fee Payment. Please select “INDIAN SCHOOL MUSCAT” only from the list of schools available for any transaction through CDM of Bank Muscat. **Please do not select “INDIAN SCHOOL” from the list for CDM transactions since it belongs to another school.**

### **3. FEE PAYMENT THROUGH ONEIC BILL PAYMENT (TASDEED, NBO, OAB, BANK SOHAR & NIZWA BANK)**

Indian School Muscat has tied up with ONEIC/Tasdeed – Oman’s trusted leader in electronic payment solutions to facilitate online fee payment through their website ([www.tasdeed.om](http://www.tasdeed.om)) and KIOSK at various locations using any of the debit/credit cards.

The school Fee payment can be made by selecting School Fee Payment option. **Credit Card and Debit Card will be accepted through the Tasdeed Portal ([www.tasdeed.om](http://www.tasdeed.om)) and Thawani Pay Mobile App through the following platforms or banking portals.**

- (i) Tasdeed Portal ([www.tasdeed.om](http://www.tasdeed.om))
- (ii) Thawani Pay Mobile app (Available in Play store and Apple Store)
- (iii) National Bank of Oman (Mobile Banking and online banking via NBO Portal)
- (iv) Sohar International Bank (Mobile Banking)
- (v) Oman Arab Bank (Mobile Banking)
- (vi) Nizwa Bank (Mobile Banking)





For any support related to online payment and transactions using Tasdeed or ONEIC, the following person can be contacted.

Eng. Wajdi M. Kofahi, Senior Technical Support, E-Payment, ONEIC/Tasdeed.  
Tel: 24396299, Email: wajdi.kofahi@oneic.com.om

Note: For all the above transaction methods, school will send the Fee Receipt through their registered email id. Parents are requested to send an email to [onlinefees@ismoman.com](mailto:onlinefees@ismoman.com) with the details of transaction as mentioned above, if they have not received the Fee Receipt through email within five working days of the Fee Payment.

#### **4. FEE PAYMENT THROUGH DIRECT TRANSFER**

The parents who are facing challenges to use the other channels can transfer the School Fee directly to the following Bank account through online banking or CDM.

Bank Name	: Bank Muscat
Account Name	: INDIAN SCHOOL MUSCAT
Account Number	: 0333-00557363-0016



After the online fee payment **through direct transfer method**, the parent should send an email to: [onlinefees@ismoman.com](mailto:onlinefees@ismoman.com) with the following details.

<b>Name of the Student</b>	<b>Class &amp; Section</b>	<b>Gr No</b>
Amount Transferred:	Transaction Details/No:	Purpose of the Transfer: (Eg: Fee for Quarter-1 etc.)

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#### ▪ **BOOK STORE**

The Book store is open on all working days (Sunday to Thursday) from **7.15 a.m. to 2.30 p.m.** **The Book Store will be closed from March 05, 2023 to April 4, 2023.** The schedule of the distribution of text books and notebooks for Classes KG to STD IX (2023-24) will be intimated later.

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#### ▪ **NEW ADMISSIONS FOR THE YEAR 2023-24**

For any query related to admissions at Indian School Muscat, you are requested to contact the admission cell of Indian School Muscat through **Email: [admissions@ismoman.com](mailto:admissions@ismoman.com)**

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#### ▪ **ISM HELP DESKS**

- For any query regarding the Transfer Certificate and new admission, parents are requested to send a mail to [admissions@ismoman.com](mailto:admissions@ismoman.com).
- For all general queries, parents are requested to send a mail to [info@ismoman.com](mailto:info@ismoman.com).
- For all queries related to the academics and ongoing online classes, you are requested to contact the respective section AVPs/VPs. The respective email ids are provided in the school website (<http://ismoman.com/administration.html>).



- For all queries related to online fee payments and the challenges faced in the fee payments, parents are requested to send a mail to [onlinefees@ismoman.com](mailto:onlinefees@ismoman.com).
- Parents can view the academic performance, fee details, attendance, circulars and other communication through the **Online Parent Portal or Mobile Application**. The Online Portal can be accessed by clicking on the login button from the School Website ([www.ismoman.com](http://www.ismoman.com)) or by using the direct link <http://ism.ethdigitalcampus.com/ISM/>. The **Mobile Application (Indian School Muscat)** can be downloaded from Play store or Apple store. For any technical query regarding the access to parent portal or mobile application, please send a mail to [parentportal@ismoman.com](mailto:parentportal@ismoman.com) by mentioning the GR. No. and Name of the student.
- An experienced team of counsellors are available for round the clock tele counselling 24x7 service at **90990444**.

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### • TRANSFER CERTIFICATES

Parents who would like to apply for Transfer Certificate for their wards after the current academic year (2022-23) should submit the TC application in the prescribed form to the School office on or before Thursday, 09 March 2023. Please provide the resident card copy of the parent also along with the TC application in order to process the refundable deposit.

The prescribed application form can be downloaded from the Admission page in the school website ([www.ismoman.com](http://www.ismoman.com)) or can be collected from the admission office on any working days (Sunday to Thursday) between 7.30 a.m. and 2.30 p.m.

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### FINAL EXAMINATION PAPER DISTRIBUTION – CLASSES IX & XI

The Final Examination paper distribution of Classes IX and XI will be on **Sunday, March 5, 2023**.

**Parents are requested to clear all the fee dues of their wards on or before 5<sup>th</sup> March 2023**. The results will be processed only after the payment of Fee due for the Academic Year 2022-2023. Report Cards/Books for the next academic year will not be issued to the Fee Defaulters.

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### REPORT CARD DISTRIBUTION – CLASSES IX & XI (2022-23)

The report card distribution for Classes IX and XI (2022-23) and sale of books for the new academic year for Classes X and XII (2023-24) will be on **Thursday, March 9, 2023**. A detailed circular with regard to the book sale will be shared later.

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### NEW ACADEMIC YEAR – CLASSES X & XII (2023-24)

The New Academic session for Classes X and XII will begin from, **Sunday, March 12, 2023**.



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### **PREFECTS ELECTION – CLASSES X & XII (2023-24)**

The Election for Prefects of Classes X and XII will be conducted on **Wednesday, March 29, 2023**.

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### **FINAL EXAMINATIONS & ONLINE REVISION - CLASSES V TO VIII**

The Final Examinations for Classes V to VIII will be held from **Wednesday, March 1, 2023**. The Time Table, Portion & Blueprint are uploaded in Moodle and on the School Website. The online revision schedule is also attached in Moodle.

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### **ANSWER PAPER DISTRIBUTION - CLASSES V TO VIII**

The answer paper distribution of the Final Examination for Classes V to VIII will be held on **Wednesday, March 22, 2023**. The students are requested to report to school as usual at **7:00 a.m.** The students are allowed to go back home at **11:00 a.m.** The parents are requested to make the necessary transport arrangements.

**Parents are requested to clear all the fee dues of their wards on or before 15<sup>th</sup> March 2023.** The results will be processed only after the payment of Fee due for the Academic Year 2022-2023. Report Cards/Books for the next academic year will not be issued to the Fee Defaulters.

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### **RESULT DECLARATION - CLASSES V TO VIII**

The Results and promotion will be intimated to all the students through the parent portal in the given schedule:

<b>CLASS</b>	<b>DATE</b>	<b>TIME</b>
<b>VII</b>	<b>Tuesday, March 28, 2023</b>	<b>8:00 a.m.</b>
<b>VIII</b>	<b>Tuesday, March 28, 2023</b>	<b>1:00 p.m.</b>
<b>V</b>	<b>Wednesday, March 29, 2023</b>	<b>8:00 a.m.</b>
<b>VI</b>	<b>Wednesday, March 29, 2023</b>	<b>1:00 p.m.</b>



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### **BOOK DISTRIBUTION FOR THE NEXT ACADEMIC YEAR (2023-2024) - CLASSES VI TO IX**

The detailed circular on the book distribution schedule for the next academic year will be intimated to all the parents soon after the final examinations.



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## HINDI HANDWRITING COMPETITION - CLASS I

Hindi Handwriting competition for all the students of Class I will be conducted on **Sunday, March 5, 2023** during the school hours.

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## LAST WORKING DAY - PRIMARY SECTION

The last working day of the academic year 2022-23, for the students of Classes I to IV is on **Thursday, March 16, 2023**.

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## RESULT DECLARATION - CLASSES I TO IV

The Report cards for the students will be released on the Parent portal as per the given schedule:

CLASS	DATE	TIME
I	Sunday, March 26, 2023	9:00 a.m.
II	Sunday, March 26, 2023	12:00 noon
III	Monday, March 27, 2023	9:00 a.m.
IV	Monday, March 27, 2023	12:00 noon



**Parents are requested to clear all the fee dues of their wards on or before 15<sup>th</sup> March 2023.** The results will be processed only after the payment of Fee due for the Academic Year 2022-2023. Report Cards/Books for the next academic year will not be issued to the Fee Defaulters.

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## ISSUE OF REPORT CARDS – PRE-PRIMARY

The Issue of Report cards for KG I and KG II is scheduled on **Thursday, March 16, 2023**.

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## PARENT ORIENTATION PROGRAMME – PRE-PRIMARY (2023-24)

A Parent Orientation Programme for KG I & KG II (2023-24) will be held on **Saturday, March 25, 2023**. A detailed circular regarding the same will be shared later.

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## NEW ACADEMIC YEAR FOR CLASSES KG II TO STD IX (2023-2024)

The new academic year (2023-24) for Classes KG II to STD IX will begin on **Wednesday, April 5, 2023**. The schedule of the distribution of text books and notebooks for Classes KG to STD IX (2023-24) will be intimated later. A detailed circular will be issued in this regard.

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## ■ FORMATION OF APPEAL COMMITTEE

This is to inform you that the school has decided to form an Appeal Committee to address the concerns of children/parents in the marks awarded in the **Term Examinations (STD V to XII) conducted by the school**. This is an additional facility provided to the children and parents to put up their concerns, if any, related to the marks awarded to the children.

This facility is not applicable for the internal assessments (class work, project work, practical, notebook, portfolio etc.) and for the examinations conducted by the CBSE.

**The details of the above committee has already been shared with the students and parents through the circular issued on 25<sup>th</sup> October 2021.**

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## ■ MEETING PARENTS

Parents can meet the School Management Committee and School Administration on the **3<sup>rd</sup> Monday of every month at 6.00 p. m.** to discuss suggestions or improvements or concerns about school. This facility is in place with effect from August 2018 (with prior appointment by sending a mail to [chairwelfare.smc@ismoman.com](mailto:chairwelfare.smc@ismoman.com)).

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

Further, this is to inform you that the Parents can send their concerns or grievances to [chairwelfare.smc@ismoman.com](mailto:chairwelfare.smc@ismoman.com) if it is already brought to the notice of the School Team and not addressed by the concerned authorities.

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## ■ COMMUNICATION TO PARENTS

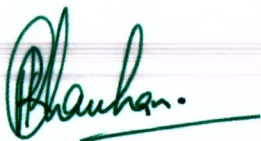
In order to simplify the communication with parents, we have introduced a single communication channel. Parents are requested to save the number **00968 71158935** as 'INDIAN SCHOOL MUSCAT' to your contacts to receive all communications from the school. **Please note that this number will only be used for communication from school to parents and no queries from parents to this number will be answered.**

It has been decided that the school will be providing all important communication also through the official twitter account. You are requested to follow the following twitter account for all such official communication from the school.

[https://twitter.com/is\\_muscat](https://twitter.com/is_muscat)

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With Warm Regards,




Rajeev Kumar Chauhan  
Principal





## ACCOLADES

1.	<p><b>CBSE National Sports and Games – 2022-23</b> Indian School Muscat won the individual championship in U-14 Girls category. The following students won gold medal in 4x100 relay at CBSE National Athletics Championship and also won the overall Championship.</p> <p style="text-align: center;"><b>Medal Winners</b></p> <table border="1" data-bbox="304 649 1193 974"> <thead> <tr> <th>NAME</th> <th>MEDAL</th> <th>STD</th> <th>CATEGORY</th> </tr> </thead> <tbody> <tr> <td>Namia Najeeb</td> <td>Gold</td> <td>VII B</td> <td>4x100 relay Athletics</td> </tr> <tr> <td>Sree Nidhuna P Nair</td> <td>Gold</td> <td>VII L</td> <td>4x100 relay Athletics</td> </tr> <tr> <td>Manha Mariyam</td> <td>Gold</td> <td>VIII F</td> <td>4x100 relay Athletics</td> </tr> <tr> <td>Evelia Achsa</td> <td>Gold</td> <td>VIII L</td> <td>4x100 relay Athletics</td> </tr> </tbody> </table>	NAME	MEDAL	STD	CATEGORY	Namia Najeeb	Gold	VII B	4x100 relay Athletics	Sree Nidhuna P Nair	Gold	VII L	4x100 relay Athletics	Manha Mariyam	Gold	VIII F	4x100 relay Athletics	Evelia Achsa	Gold	VIII L	4x100 relay Athletics
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2.	<p><b>Badminton Championship organized by ISC:</b></p> <ol style="list-style-type: none"> <li>1. Srinidhi V of Class VIII M won 5 titles - U-13, U-15,U-19 and U-15 doubles</li> <li>2. Ian George of Class V J won U11 and Runner-up in U13 doubles</li> <li>3. Himnish Shahlot of Class VIII N won U13 singles, U13 doubles and Bronze in U15 singles</li> <li>4. Aman Dcosta of Class VI E won U13 doubles and Bronze in U13 doubles</li> <li>5. Nimita Ann of Class XII H - Runners-up in Mixed doubles open and Semi-finalist – U19 Girls Singles</li> </ol>																				
3.	<p>Niranjana Sivam of Class II K won U10 singles in the ISC Annual Tennis Tournament.</p>																				
4.	<p><b>Results of PDO Tennis Tournament held on February 10, 2023:</b></p> <ol style="list-style-type: none"> <li>1. Niranjan Sivam of Class II K – winner U8</li> <li>2. Nuwaib S of Class I E – winner U8</li> <li>3. Aradhya Arun of Class I I – Runner-up U8</li> <li>4. Kavinraj A of Class II J– winner U9</li> <li>5. Jaza Junaith of Class VI H – winner U12</li> <li>6. Sanabhi A of Class VII F – winner U14</li> <li>7. Renjana Sivam of Class VIII L – Runner-up U14 &amp; U18</li> </ol> 																				
5.	<p>Teja Renjith of Class VI K scored '<b>Championship</b>' in the <b>4th National Abacus Competition</b> held in MEC campus Rusayl dated February 18, 2023.</p>																				



6.	Bhavya Kumatula of Class VI M secured <b>ZONAL RANK - 1, International zone in class VI - Sanskrit Olympiad (IFSaO)-2022</b> conducted by International Olympiad Foundation (IOF), an ISO 9001:2015 certified organization.
7.	Short film "I'm Possible and Schizophrenic" won the viewer's choice awards in the Junior and Senior categories respectively in the 4 <sup>th</sup> edition of Indian Schools Film Festival 2022 held on January 30, 2023
8.	The following students emerged as Sastra Pratibha from class IX and X in the <b>Sastra Pratibha contest</b> conducted by the Indian Science Forum for the students of Indian schools in Oman. <ul style="list-style-type: none"> <li>• Master Aaryan Kishor Badgajar</li> <li>• Master Aman Tandon</li> <li>• Kumari Mohana Elango</li> </ul> Also, four students secured A+ grade in the same contest.
9.	Ms. Dhanuja Vats of Class V C won the Second Prize in Dress up in some eminent Role in the Vishwa Hindi Diwas Celebrations organised at Indian Embassy in January 2023.
10.	Vijjapu Sri Sampoojya Sahasra of Class IV D has received the Certificate of Excellence in <b>Ramanujan Mathematics Quiz</b> conducted by UNLOCK IQ in December 2022.
11.	Ekansh Goel of Class X B won Gold medal and Meritorious certificate in <b>NOF Maths Olympiad</b> and Meritorious certificate in <b>NOF Science Olympiad</b>
12.	Gopesh Krithik of Class III F won the Championship in the 4 <sup>th</sup> Oman National Abacus competition Brainobrain Fest 2023 held on February 18, 2023 in Muscat.
13.	Mr. Zaiulhye Mirza and Mr. Sudhakar Tripathi received the <b>certificate of recognition from BOD</b> of Indian Schools in Oman.

