



المدرسة الهندية مسقط INDIAN SCHOOL MUSCAT

(Affiliated to the Central Board of Secondary Education, New Delhi. Affiliation No. 6130001)

ص.ب: ٢٤٧٠, روي, الرمز البريدي: ١١٢, سلطنة عمان, هاتف: ٢٤٧٨٤٠٩٧, ٢٤٧٨٤٠٦٩, ٢٤٧٨٤٠٥٥, ٢٤٧٠٢٥٦٧, فاكس: ٢٤٧٩٤٩١٩
P.O. Box: 2470, Ruwi, Postal Code: 112, Sultanate of Oman - Tel.: 24784097, 24784069, 24784055, 24702567
Email: info@ismoman.com Website: www.ismoman.com



ISM/PRN/041/2026-27

April 30, 2026

CIRCULAR TO PARENTS OF CLASSES IX TO XII LAUNCH OF STUDENT PODCAST INITIATIVE

Dear Parent,
Greetings from Indian School Muscat!

The Department of English is pleased to introduce the “ISM - Student Podcast Series” for students of **Grades IX to XII**. The initiative aims to provide students with a platform to express their ideas, develop communication skills, and enhance their creativity through spoken media.

Students are invited to create short podcasts on topics of their interest, such as literature, technology, motivational stories, educational interviews, or discussions. **(Only positive themes)**

Podcast Guidelines

- Students may participate **individually or in groups (maximum 3 members)**.
- Duration: **3–5 minutes (individual)** and **5–6 minutes (group)**.
- The podcast must be recorded in **clear English with appropriate pronunciation and voice modulation**.
- Submissions should be in **MP4 format only**. (Use **16:9 widescreen** video)
- Each podcast must include a **title and the names of participants**.

Assessment Rubrics

Any podcast lacking educational value and clear, informative content will be rejected. Evaluation will be conducted using the criteria below:

1. Content and originality of ideas
2. Language and vocabulary
3. Pronunciation and clarity
4. Organisation and structure
5. Creativity and engagement
6. Technical quality of recording

Students are encouraged to participate enthusiastically, showcasing their creativity and communication skills. For further details, please contact **Mr. Jessielawskin J.** Department of English, Senior Section.

Submission Guideline:

- Podcast submissions must be made exclusively on a USB flash drive. Additionally, students are required to obtain parental consent, attached herewith, and a printed copy of the consent form must be submitted along with the flash drive to the teacher in charge.
- Only the selected podcasts will be featured on the **school platform and school media channels**.

Kind regards,


Rakesh Joshi
Principal





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INDIAN SCHOOL MUSCAT – SENIOR SECTION PARENT CONSENT FORM – STUDENT PODCAST INITIATIVE

I, _____, parent/guardian of the student, consent to my child's participation in the school podcast initiative organized by the English Department.

I further acknowledge and agree that the podcast recordings may be published on official school platforms, including the website, media channels, and other educational forums.

Student Name: _____

Class & Section: _____

Podcast Title: _____

Parent/Guardian Name: _____

Signature: _____

Date: _____

