



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



From,  
Ajaykummar J  
President, School Management Committee  
Indian School Muscat

11<sup>th</sup> April 2020

Dear Parents,

Greetings from Indian School Muscat!

I would like to thank each and every one of you for the great support you have extended for the school activities all these years, which has made Indian School Muscat as one of the largest co-educational institutions in the Gulf with over 8000 students and 450 staff. The sincerity, hard work and determination of the management committee members, staff and students & the unstinted support of the parents and other stake holders and the local Omani community have contributed to the stupendous growth of the institution in these 45 glorious years. I thank Principal, teachers and all the staff of the school for the dedicated efforts in the holistic development of our children.

As the flagship school, ISM continues to extend academic and administrative support to the children and parents in this difficult situation due to the spread of Corona virus Disease (**COVID-19**). **Indian School Muscat Management Committee urges all the parents to follow the Covid-19 related guidelines issued by the Supreme Committee and the Ministry of Health, Sultanate of Oman and take the necessary precautionary measures at all times. By considering the prevailing conditions and new developments, we request all the parents and the students to stay safe at home and ISM family will be always united to face such challenges in life.**

The School will remain closed till further intimation or announcement from the Ministry of Education. In view of the unavoidable challenges faced by the children now due to the pandemic, ISM has launched **online classes** for the students of **Classes III to XII** to help our students to continue their education. The circulars in this regard have already been sent to all the students along with the guidelines for accessing these digital platforms. All the children are requested to make use of this facility. We also request parents to kindly extend all the required support to the children in this regard.

If you are facing challenges in accessing these platforms or have any queries and need any support, you may contact the respective class teacher or can also send an email to the following email address.

- (i) For Classes III & IV - [onlineclass.primary@ismoman.com](mailto:onlineclass.primary@ismoman.com)
- (ii) For Classes V to VIII - [onlineclass.middle@ismoman.com](mailto:onlineclass.middle@ismoman.com)
- (iii) For Classes IX to XII - [onlineclass.senior@ismoman.com](mailto:onlineclass.senior@ismoman.com)

In consideration of the financial challenges faced by the parents currently, the Board of Directors have decided to waive off the fee increase for four months from April to July 2020 and the parents can pay the fees accordingly. The fees already paid as per the original fees structure will be adjusted in future fee payments. In addition to this, the parents with financial difficulty can pay the fees on a

monthly basis, instead of quarterly. I would like to reiterate to the parents that the fees paid by the parents are the single source of revenue for the school out of which more than 82% is used to meet the salary of teachers and other staff and earnest support from parents is necessary for the smooth functioning of the school.

The School office and fee counter will remain closed as per the instructions from the Ministry of Education. However, parents can remit the school fee through online payment methods as mentioned in the circular already sent. The quarterly/monthly fee details are available on the School website and Online Parent Portal/Mobile App. For all the queries related to online fee payments and the challenges faced in the fee payments, parents are requested to send an email to [onlinefees@ismoman.com](mailto:onlinefees@ismoman.com). **Parents can also reach the school administration for all the concerns related to fee payment on mobile no.94833921 (between 8.30 am and 1.00 pm)**

### **COUNSELLING CELL:**

The children and parents are undergoing tremendous stress and pressure in the current environment of lockdown and restrictions in the movement. The experienced team of counsellors will be available to support the children and parents through tele counselling as per the time schedule given below from 13<sup>th</sup> April 2020.

<b>Name</b>	<b>Helpline Number and Languages</b>	<b>Timings</b>
Ms. Bubby Devarajan	+968-93542042 English and Hindi	7:00 am to 9:30 am
Ms. Bincy M Ezahac	+968-97848955 English and Malayalam	9:30 am to 12:00 Noon
Ms. Tanuja Sharma	+968-92641780 English and Hindi	12.00 Noon to 2.30 pm
Mr. Preshob Valapilakandy	+968-95819545 English, Hindi and Malayalam	2.30 pm to 5:00 pm
Mrs. Nisha S Nair	+968-91253358 English, Hindi, Malayalam and Marathi	5:00 pm to 7:30 pm

The parents and the students can also avail the round-the-clock, 24/7 tele-counselling service at – **90990444**.

**The school management committee, the school administration and teaching faculty are totally committed to extend all the possible support to ISM family in this challenging situation.**

**Let us stay connected and work together to overcome the current pandemic crisis and we are confident that we will come back to our normal life within the shortest time possible.**

With warm regards,



Ajaykummar J  
President, School Management Committee  
Indian School Muscat