



المدرسة الهندية مسقط

INDIAN SCHOOL MUSCAT

(Affiliated to the Central Board of Secondary Education, New Delhi. Affiliation No. 6130001)
ص.ب: ٢٤٧ - روي، الرمز البريدي: ١١٢، سلطنة عمان، هاتف: ٢٤٧٩٤٩١٩، فاكس: ٢٤٧٩٤٦٥٥، ٢٤٧٩٤٦٦٩، ٢٤٧٩٤٦٧٧،
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/262/2025-26

February 2, 2026

CIRCULAR TO PARENTS OF THE SCHOOL

Dear Parent,

Greetings from Indian School Muscat!

NEWLY JOINED TEACHERS

We warmly welcome the following staff who have joined Indian School Muscat:

NO	NAME	SECTION	DEPARTMENT
1	YESWANTH MURALEEDHARAN	SENIOR	COMPUTER SCIENCE
2	SASWATA HALDER	PRIMARY	PHYSICAL EDUCATION

NEW CBSE INITIATIVES

Please note that CBSE initiatives will be intimated promptly as and when received officially. Till then, you are requested not to believe the unauthenticated sources.

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)	: 7.50 a.m. to 12.00 noon
STD I and II (Afternoon shift)	: 12:30 p.m. to 3:30 p.m.
STD V to VIII (Main campus at Darsait)	: 7.10 a.m. to 12.45 p.m.
STD IX to XII (Main campus at Darsait)	: 7.10 a.m. to 1.00 p.m.





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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.

FINAL EXAMINATION FOR CLASSES IX AND XI

The Final examination for classes IX and XI will begin from **Sunday, February 15, 2026**. A detailed circular regarding the same has already been shared.

CBSE BOARD EXAMINATION FOR CLASSES X AND XII

The CBSE examination for classes X and XII for our students will begin from **Tuesday, February 17, 2026. All the students will report to the school on all examination days by 7:45 a.m. (Oman Time)**. A detailed circular regarding the same has already been shared.

NASA ASTRO TOUR AND GERMAN EXCHANGE PROGRAMME 2026 – CLASSES VIII TO XI

The school will be organising NASA - Astro tour and German exchange program 2026 during the summer break. For more details you may refer to the circular that has been shared via class teachers.

ZAKATH – YCIS

The YCIS of our school is organizing Community Service programme (Zakath) during the Holy month of Ramadan. We invite generous contribution from the parents of Balvatika to Class XII in the form of food items.

We request all parents to send your contribution with your ward to the respective VPs/AVPs. Seeking your cooperation for this noble cause.





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ANNUAL SCOUTS AND GUIDES CAMP FOR CLASS VI

The annual Scouts and Guides Camp for class VI will be held on **Saturday, February 7, 2026** in the school premises. A detailed circular regarding the same will be shared with all the students.

CLASS PHOTOGRAPH FOR THE STUDENTS OF CLASSES V TO VIII

A circular regarding the class photograph has been shared with all the students with details of schedule. Students are required to come in regular and complete school uniform with their ID cards on the scheduled dates.

FINAL EXAMINATION FOR CLASSES V TO VIII

The Final Examination for Classes V to VIII is set to begin on **Wednesday, February 25, 2026**. The time table, blueprint and portion have been uploaded in Moodle. The students will go back home after the examination. Parents are required to make necessary transport arrangements.

ANNUAL CONCERT - PRE-PRIMARY SECTION

The Pre-Primary Annual Concerts for Balvatika, KG I and KG II will be held on **Tuesday, February 10, 2026** and **Wednesday, February 11, 2026** at the Jibroo Campus. A detailed circular regarding the same has already been shared.

EDUCATIONAL EXCURSION FOR CLASSES I AND II

The Educational Excursion for Class II is on **Monday, February 2, 2026** and for Class I on **Monday, February 9, 2026**. A detailed circular has already been shared.





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RHYME DRAMATISATION BY CLASS I

Rhyme Dramatisation by Class I will be held on **Tuesday, February 3, 2026** and **Monday, February 16, 2026**.

RECOGNITION DAY FOR CLASS IV

The Recognition Day for Class IV will be held on **Thursday, February 12, 2026**.

BAGLESS DAY – CLASSES I TO IV

Bagless Day and Cubs & Bulbul Camp activities for classes I to IV will be held on **Thursday, February 26, 2026**.

BOOK STORE

The Book store is open on all working days (Sunday to Thursday) from 7.15 a.m. to 2.30 p.m.

SCHOOL OFFICE

The School office is open on all working days (Sunday to Thursday) from 7.00 a.m. to 3.00 p.m. 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.











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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.**

Parents are reminded that the Last Quarter (January – March 2026) fee payment is due. As the academic year is coming to close, parents are requested to pay the fee of their wards on or before February 28, 2026.

The results will be processed only after the payment of Fee dues for the academic year. Report Card/ Books for the next academic year will not be issued to the Fee defaulters.

The fourth quarter (January – March 2026) fee payment is due from 15th January 2026. The Quarter IV Fee payment can be made without fine on or before 15th February 2026.

Parents are reminded that if the First Quarter (April - June 2025), Second Quarter (July - September 2025) and Third Quarter (October – December 2025) fee payments are overdue, the payment can be made with the applicable fine to avoid further increase in the fine. Those parents who have not paid the Second quarter and Third Quarter fee of their wards are expected to remit the fee without any further delay.

We regret to inform you that a further delay in the payment up to Quarter-III will result in initiating appropriate actions by the school administration without further intimation. The children will be allowed to appear for the examinations only after clearing the fee dues up to Quarter-III.

The Quarter Wise fee details and the fine structure for the year 2025-26 are available on the Student Diary, School website, and Online Parent Portal/Mobile App. **The school fee can be paid monthly or quarterly as per the breakup given in the school diary and website. The School Fee can be paid online or through mobile banking by using the following means.**

BANK MUSCAT MOBILE BANKING & ONLINE BANKING

Parents may use 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.**

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NEW PAYMENT GATEWAY FOR THE ONLINE BANKING

Indian School Muscat has launched its portal for online fee payments, which will allow parents to pay their fee dues without having to visit the school. This facility is available for all the students from Balvatika to STD XII. With this new online portal, the parents will be able to generate and receive the online fee payment receipt instantly. Also, they will be able to view all fee details and outstanding for the entire year.

The payment gateway link is available in the school website (www.ismoman.com) and can be accessed by clicking on the button “Fee payment” in the home page.

The payment supports debit cards issued in Oman and all credit cards. Parents can login to the payment portal using GR Number of the student and date of birth. The portal can be reached using the link or by scanning the following QR Code.

<https://epay.ismoman.org/>



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.**

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) and KIOSK at various locations using any of the debit/credit cards.





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The school Fee payment can be made by selecting the School Fee Payment option. **Credit Cards and Debit Cards will be accepted through the Tasdeed Portal (www.tasdeed.om) and Thawani Pay Mobile App through the following platforms or banking portals. The minimum amount to be paid through this platform is R.O. 50/-**

- (i) Tasdeed Portal (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 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.

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 with the following details.

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





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NEW ADMISSIONS FOR THE YEAR 2026-27

Please be informed that online registration for the new academic year 2026-27 is open from January 21, 2026 and the site will remain open until 21st February 2026. This will be followed by the computer generated random draw for the allotment of seats, as done in the past.

Parents seeking admission for their wards at Indian School Muscat may complete the online registration through the BOD admission portal (<https://indianschoolsoman.com>).

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.

ISM HELP DESKS

- For any query regarding the Transfer Certificate and new admission, parents are requested to send a mail to admissions@ismoman.com.
- For all general queries, parents are requested to send an email to info@ismoman.com.
- For all queries related to the academics and/or section ongoing/online classes, you are requested to contact the respective section AVPs/VPs. The respective email IDs are provided on 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 an email to 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) or by using the direct link <http://ism.ethdigitalcampus.com/ISM/>.
- The Mobile Application (Indian School Muscat)** can be downloaded from the Play Store or Apple Store. For any technical query regarding the access to parent portal or mobile application, please send an email to parentportal@ismoman.com by mentioning the GR. No. and the Name of the student.
- An experienced team of counselors is available for round-the-clock tele counseling 24x7 service at **90990444**.





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TRANSFER CERTIFICATES

Parents who would like to apply for a Transfer Certificate for their wards after the current academic year (2025-26) should submit the TC application in the prescribed form to the School office on or before **21st February 2026**.

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 on the school website (www.ismoman.com) or can be collected from the admission office on any working day (Sunday to Thursday).

Please note that any further delay in submitting the TC application will result in a delay in issuing the TC on time.

GENERAL GUIDELINES

- The class teacher will be the first point of contact for any queries related to the school's academics and other co-curricular activities. **All the parents must make sure to save the contact numbers of the class teachers on their phones so that the WhatsApp broadcasting messages can be received.**
- In case of any further clarification or queries, parents may write to the following email IDs:
 - For Classes Balvatika, KG I & KG II - avp.pre-primary@ismoman.com (AVP Pre-Primary Sec.)
 - For Classes I to IV - vp.primary@ismoman.com (VP Primary Sec.)
 - avp.primary@ismoman.com (AVP Primary Sec.)
 - For Classes V to VIII - vp.middle@ismoman.com (VP - Middle Sec.)
 - avp.middle@ismoman.com (AVP - Middle Sec.)
 - For Classes IX to XII - vp.senior@ismoman.com (VP - Senior Sec.)
 - avp.senior@ismoman.com (AVP - Senior Sec.)





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- All students are required to come to school in uniform (Regular or PE Uniform) as per the schedule at all times. Students of Classes I to VIII are allowed to wear normal and modest clothes on their birthdays. No electronic gadgets are allowed in School. Students are not allowed to wear any bracelets, wristbands, rings, fancy jewelry, or gold ornaments. Girls are permitted to wear a pair of earrings and a thin chain with a single pendant.
- Parents are required to make the necessary transport arrangements for their children as per the school timings provided. The students are allowed to wait in the A Block Multipurpose Hall or in the waiting area in front of the fee counter.

■ FORMATION OF APPEAL COMMITTEE

This is to inform you that the school has an Appeal Committee to address the concerns of children/parents regarding the marks awarded in the **Term Examinations (Classes 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 internal assessments (class work, project work, practical, notebook, portfolio, etc.) and for the examinations conducted by the CBSE.

The details of the above committee have already been shared with the students and parents. For any further queries, parents can contact the respective AVP/VP.

SPONSOR A CHILD WITH EDUCATION

Young Communitarians of Indian Schools (YCIS) is an initiative of the Board of Directors, Indian Schools, Oman formulated with the vision of inculcating values of social service and civic responsibility among the students.

The YCIS team of Indian School Muscat has taken up a noble mission to share resources and help underprivileged students. Hundreds of our parents are unable to pay their wards' school fees due to genuine hardships arising from an unforeseen change of circumstances. This charitable endeavor requires a great deal of support and involvement from your end. Your support in this regard can be a quarterly, half-yearly, or annual fees of our well-deserving students.





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The fee can be paid online or through a cheque in favour of “**Indian School Muscat**” or at the school fee counter mentioning ‘**Sponsor a Child Initiative**’.

Please send an email with details of payment for all online transactions. For any queries, please contact the Senior Vice Principal (Admin) or through email - sponsorachild@ismoman.com

■ MEETING PARENTS

Parents can meet the School Management Committee and School Administration on the **3rd Monday of every month at 6.00 p.m.** to discuss suggestions, improvements, or concerns about the school. This facility is in place with effect from August 2018 (with prior appointment by sending a mail to 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 if it is already brought to the notice of the School Team and not addressed by the concerned authorities.

Kind regards,

Rakesh Joshi
Principal





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ACCOLADES

1	Ms. Priya Sanjeev from the Primary Section was awarded the BoD's School Level Award for Excellence in Teaching – 2024.
2	Mr. Ziaulhye Mirza, HOD of Commerce and Humanities secured the first position in the best teaching practice competition organised by Board of Directors of Indian schools Oman.
3	Mr. Princy Nair secured the second position in the best teaching practice competition organised by Board of Directors of Indian schools Oman.
4	The following teachers received the certificate of Excellence during the Navin Asher Kazi Award organized by the Board of Directors, Indian Schools Oman: <ul style="list-style-type: none"> • Ms. Sindhu Rajgopal • Mrs. Preethi Nair
5	The following Teachers received the certificate of Recognition during the Navin Asher Kazi Award organized by the Board of Directors, Indian Schools Oman: <ul style="list-style-type: none"> • Mr. Ziaulhye Mirza • Dr. Jareer M P • Mrs. Joyeeta Bandopadhyay • Mrs. Shikha Bhatnagar • Mr. Ubaid Ahmed • Mr. Manikandan • Ms. Suji Thomas • Mrs. Mydhili Devi • Ms. Zeeshan Farheen • Ms. Geeta Malhotra • Ms. Nastinkka Fernandes • Ms. Monica Dessai • Ms. Emilda Dsouza • Mr. Domson Joseph • Ms. Shruti Sanjay • Mr. Anil M V
6	*Mohammed Hussain Shawaiz of class VI L was recently declared a winner at a Drawing Competition , where his artwork was chosen to be featured in the 2026 Wall Calendar of that organization





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7	*Keerthana S of class V G achieved Jury Special Traditional Category in Duet Classical in a solo dance competition
8	*Maheswar T of class III D won the Championship in the 15th International Abacus competition- Brainobrainfest 2025 in Dubai, UAE.
9	*Samriddhi Srivastav of class III D secured Second Place-Kata in 7 years female category at Karate Interclub Competition - Season 2 held on 18th October 2025.
10	*Sachin Sujesh of class III D secured 7th KYU GREENBELT and 6th KYU BLUEBELT.
11	*Saanjh Hitesh Gandhi of class IV E secured proficiency in Level 2 of gymnastics, at The Champ Sports & Arts, Muscat,
12	Aarohi Hegde of class IX M represented Indian School Muscat at the Oman Gavel Championship Contest held at Indian School Darsait on 30 th January 2026 and won the third position in the Table Topics Contest and International Speech Contest.
13	*Aradhya Arun of class IV F has become a Semi-Finalist in the Oman Open Tennis Junior Tournament 2025(10 & Under Girls Category) and also won 3rd place in the Sub-Junior category of Bharatanatyam at the Muscat Kalolsavam 2025
14	Aidhen Vinu Antony of class II G received a trophy at Barinobrain Fest 2026, 7 th National Abacus Competition (Level 3, Module 5)
15	*Reshwanth Ashok Kumar of class III K secured Third position in a speech competition (Talk about a country) conducted by School of Confidence Oman (soco) on 23.01.26.
16	*Namya Shah of class II S bagged the Gold Medal in the World Maths Championship 2025 organized by GEMA
17	*Gagan Pattekar of class VII B has successfully completed the 5K hyper maxrun at the Muscat Marathon with a run time of 21.55 min and finished 109 th out of 2761 athletes.
18	*Mansimar Kaur Virdi of class XI I & Gurniwal Singh Virdi of class VI M participated in the Boxing competition which was organized by the 'Final round Club' and won laurels.
19	The School March Past team participated in the 77 th Republic Day Celebrations at Indian School Bousher.

*The students participated in external events and competitions based on their individual interests.

