



# 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  
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Email: info@ismoman.com Website: www.ismoman.com



ISM/PRN/071/2024-25

August 1, 2024

### CIRCULAR TO PARENTS OF THE SCHOOL

Dear Parent,  
Greetings from Indian School Muscat!

#### NEWLY JOINED TEACHERS

We warmly welcome the following newly joined teachers to Indian School Muscat.

- Ms. Jisha Mol – Commerce Department
- Mr. Prabhu Devadass – French Department
- Mrs. Tuba Tahir – Social Studies Department
- Mrs. Anjaly V G – Counselling Department
- Mr. Ajmal Pallipadath Ameer – Physical Education Department
- Ms. Anitha Parthibhan – Pre-Primary Teacher
- Ms. Sreevidya R - Pre-Primary Teacher
- Ms. Jhuma Singha - Pre-Primary Teacher

Your presence enriches our teaching community and we anticipate your valuable contributions.

#### INDEPENDENCE DAY

“78<sup>th</sup> Independence Day of India” will be celebrated in the ISM New Multipurpose Hall on **Thursday, August 15, 2024 at 7:30 a.m.** All are cordially invited to join the function to celebrate the patriotic fervor of India.

The school (Office and Fee Counter) will remain closed on **Thursday, August 15, 2024**, on account of the 78<sup>th</sup> Independence Day.

#### UNVEILING THE GOLDEN JUBILEE PLAQUE

The Golden Jubilee Plaque of Indian School Muscat will be unveiled by His Excellency Shri Amit Narang on **15<sup>th</sup> August 2024 at 5:30 p.m.** in the school campus to mark the beginning of the 50 golden years since its inception. All are cordially invited to be part of this historic moment.



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## JANMASHTAMI HOLIDAY

The School office and Fee counter will remain closed on **Monday, August 26, 2024**, on account of Janmashtami. There will be no classes on **Monday, August 26, 2024**, for all the classes from KG to STD XII. The classes will resume on Tuesday, August 27, 2024.

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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.

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## SCHOOL OFFICE

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

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## 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.

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## ACADEMIC AWARD CEREMONY 2024

The Annual Academic Award ceremony will be held on **August 8, 2024, at 6:00 p.m.** in the **New Multipurpose Hall**. All are cordially invited to witness the programme and congratulate the achievers.

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## RELIVING MOMENTS – ISM@50 EVENT FOR PARENTS AND STUDENTS

The ISM@50 Event – Reliving Moments for the parents and students will be held on **Saturday, August 17, 2024**. All the parents are urged to register themselves to participate in the celebration before **August 10, 2024**, in the link given earlier. The programme will be held from **8:00 a.m. to 2:00 p.m.**

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## ISM-MUN 2024 – SENIOR SECTION

ISM -MUN an inter-school event will be conducted on **Thursday, 22<sup>nd</sup> August 2024** and **Saturday, 24<sup>th</sup> August 2024**.

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## PARENTING SKILLS WORKSHOP FOR THE PARENTS OF THE MIDDLE SECTION

An online workshop will be organized to equip the parents to tackle challenges among the current generation of children on **Thursday, August 29, 2024**. The link will be posted on the day of the online session through the class teachers.

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## ART CLINIC – PRIMARY SECTION

The Art Clinic, an Art Camp for Class IV will be conducted on **Saturday, August 10, 2024**, from **8.30 a.m.**

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## TERM I ASSESSMENT FOR CLASSES III AND IV

The Term I Assessment for Classes III and IV will begin on **Tuesday, August 20, 2024**. The portions and date sheet are available in Moodle (General Course). The assessment will be conducted during school hours.

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## “TELL A TALE COMPETITION” – PRE – PRIMARY SECTION

“Tell A Tale Competition” for KG I & KG II will be held on **Tuesday, August 13, 2024** during school hours.

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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.**

The Second Quarter (July - September 2024) Fee payment is due and the fee can be paid without fine on or before **15<sup>th</sup> August 2024**.

Parents are reminded that the First Quarter (April - June 2024) fee payment is overdue and the payment can be made with the applicable fine on or before **15<sup>th</sup> August 2024** to avoid further increase in the fine.



The Quarter Wise fee details and the fine structure for the year 2024-25 are available on the Student Diary, School website, and Online Parent Portal/Mobile App. The existing fee structure is followed in the new academic year 2024-25. **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.**

### **1. NEW PAYMENT GATEWAY FOR THE ONLINE BANKING**

Indian School Muscat has recently 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 KG 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](http://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/>



### **2. 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.

### **3. 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.**



#### **4. 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 the School Fee Payment option. **Credit Cards and Debit Cards 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](mailto: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.

#### **5. 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.

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 2024-25

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 an email to [info@ismoman.com](mailto: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](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 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](mailto: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 should submit the TC application in the prescribed form to the School office. **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](http://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.



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## 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 KG I & KG II - vp.pre-primary@ismoman.com (VP -Pre-Primary Sec.)  
- avp.pre-primary@ismoman.com (AVP Pre-Primary Sec.)  
For Classes I to IV - vp.primary@ismoman.com (VP 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.)
- 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 jewellery, 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.

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## ■ 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.



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## 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.

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](mailto:sponsorachild@ismoman.com)

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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, 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](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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Kind regards,



Rakesh Joshi  
Principal





## ACCOLADES

1	*Shybi Binoj of class XI B took part in the senior Chess Championship (open category) which was recently held in Kerala and won the best Woman player award with a cash prize.
2	*Mr. Ansar Ibrahim, PE teacher has been felicitated for his Theatre presentation in the Gulf region by two famous drama associations in Kerala. ( Thiruvarang and Arangum Aniyarayum)
3	*Hifza Aysha of class VIII H participated in the 1st Tamil Nadu Open Kids Athletics and Junior Champions held at Chennai. She reached Semi Finals in 60 mts in the under-14 category.
4	*Devanshi Virendra V of class IX D and Shraddha Shruthi Jha of class VI B have won the Merit certificates in the CBSE Budding Authors Challenge.
5	*Shreya Somshekar Shivagunde of class IV L participated in the National Level Yoga Championship which was organized by The Champ Sports and Arts, Oman and she won the First position.
6	*Rakshika Shree Prabhaher of class IV K participated in the Classical Solo Competition conducted by Indian Social Club and she was the Second Runner Up.
7	*The International Table Tennis Federation has awarded a certificate of appreciation to ISM for celebrating World T-T Day on 23 <sup>rd</sup> April 2024.

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

