



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



ISM/PRN/001/2020-21

05th April 2020

CIRCULAR TO PARENTS OF THE SCHOOL

Dear Parent,
Greetings from Indian School Muscat!

Indian School Muscat Management Committee 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. By considering the prevailing conditions and new developments, we request all parents and students to stay safe at home.

The School will remain closed till further intimation or announcement from the Ministry of Education. The School office and fee counter will remain closed as per the instructions from the Ministry of Education. However, parents can pay the school fee through online payment methods as mentioned in this circular. The quarter wise fee details are available on the School website (www.ismoman.com) and Online Parent Portal/Mobile App.

- For any query regarding the Transfer Certificate and new admissions, parents are requested to send a mail to admissions@ismoman.com.
- For all general queries, parents are requested to send a mail to ismoman@omantel.net.om.
- For any query related to online fee payments, parents are requested to send the mail to onlinefees@ismoman.com.
- Parents can view the academic performance, fee details, attendance, circulars and other communications 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 **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 by mentioning the GR No. and Name of the student.
- Issue of Textbooks to Parents/ students has been deferred to a later date and the mode of payment towards) textbooks will be intimated once the school reopens. However relevant study materials will be shared with the students by the respective subject teachers during the period through the online platforms.

As measures to combat the threat of COVID – 19 became drastic including suspension of schools for a month, school and teachers have to think out of the box to ensure the educational growth of the students. As a pioneer educational institution under the aegis of the Board of Directors, Indian Schools in Oman, ISM has devised a unique plan to make learning enjoyable, fruitful, constructive and purposeful. The online option, for several of the educators seemed to be one of the most logical choices. This will avoid the academic loss and will engage the students during this unprecedented break.

Students from classes I to XII can use the online **E-Content (Destination Success)** by clicking on the **E-Content button** from the School website for self-learning. In addition students can access the **Learnflix Mobile App** by downloading from the Play store. The respective video lessons and materials will be available through these platforms. The Login details of the above platforms and other details regarding the online classes will be shared through separate circular(s) to the respective classes.

The section wise plan to conduct the online classes are given below:

CLASSES IX to XII

Online Webinar classes for X & XII are being conducted from Monday, March 30, 2020. Most of the students attend these classes regularly.

Online Webinar for **class IX** will commence from **Thursday, April 09, 2020** and **class XI** will commence from **Monday, April 13, 2020**. A detailed schedule and the login details will be shared with the students through the respective class teachers. Students who are facing difficulty in attending on line classes are advised to get in touch with the class teacher.

CLASS VIII (Online Classes)

The Students of class VIII will have to attend a regular online live classes starting from **April 9, 2020** in Mathematics, Science and Social Studies. A detailed circular on the live classes will be sent to all the parents regarding login procedure into the online classes, attending live lessons, taking online tests, the timing and the schedule of classes. These classes will take place from Sunday to Thursday from 8:30 a.m. to 10:00 a.m. covering two of the above-mentioned subjects per day. These live classes will also be recorded and uploaded to the Google Classroom for further viewing and revision.

CLASSES V, VI and VII

The Students of Classes V, VI & VII will get their online video lessons uploaded in the Google Classrooms starting from **April 13, 2020** in all subjects. The students are required to go through these video lessons and take the tests/ assignments prescribed for being in line with the syllabus. A detailed circular with schedule and the login details will be sent to all the parents in this regard.

CLASSES III and IV

The students of Classes III and IV as a part of the pilot programme will have access to Presentations in English, Hindi, Mathematics, Science and Social Studies. These presentations will be made available through Google Class rooms to our students from **April 14, 2020**. A detailed circular with schedule and the login details will be sent to all the parents in this regard.

CLASSES I and II

We request parents of Classes I to II to read stories and do art activities with our students. To begin with the parents and their ward can try a simple science experiment, start a daily gratitude practice, watch a discovery channel etc. We propose to provide enriching fun activities to keep our students usefully occupied. More information on this will be provided by the respective class teachers.

PRE- PRIMARY CLASSES (KG-I and KG-II)

Engage, Educate and Entertain - We request parents to always maintain a positive atmosphere at home. Parents can engage their children to help in household task(s). Age appropriate stories like Fairy Tales and Moral Stories can be shown or narrated to children. Spending quality family time with kids should be the priority. More information on this will be provided by the respective class teachers.

FEE PAYMENT

The School Fee can be paid through online banking or mobile banking by using the following means. The quarter wise fee details are available on the school website (www.ismoman.com) and Online Parent Portal/Mobile App.

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.

The following procedure can be followed for the payment through Bank Muscat Mobile Banking/Online Banking.

Adding the Biller in Bank Muscat Mobile Banking or Online Banking

Step 1: Log in to **Bank Muscat Mobile Banking or Online Banking**

Step 2: Click on **Pay bills** and select **Add a New Biller**

Step 3: Click on **School fees** from the available billers and Select **Indian School Muscat**

Step 4: Enter your Child Name and GR No. in the relevant fields and click **continue** and **CONFIRM**

Step 4: You will receive an OTP in your registered mobile number. Enter the OTP and **CONFIRM**

Making the payment in Bank Muscat Mobile Banking or Online Banking

Step 1: Click on **Pay bills** and select **make a Bill Payment** option

Step 2: Select the **School Fees** and Click **Continue**

Step 3: Enter the Amount you wish to transfer and Click **Continue** and **Confirm**

Step 4: You will receive an OTP in your registered mobile number. Enter the OTP and **CONFIRM**

Bank Muscat CDM

The School fee can be paid by 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 since it belongs to another school.

2. FEE PAYMENT THROUGH ONEIC BILL PAYMENT (TASDEED, NBO, OAB & BANK SOHAR)

Indian School Muscat has tied up with 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.

The school fee payment can be made with the following Banks Online Banking or Mobile Banking by selecting School Fee Payment option through ONEIC bill payment.

(i) NATIONAL BANK OF OMAN (NBO)

(ii) SOHAR INTERNATIONAL BANK

(iii) OMAN ARAB BANK (OAB)

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

3. FEE PAYMENT THROUGH DIRECT TRANSFER (BANK MUSCAT & NBO)

The parents who are facing challenges to use the above channels can transfer the school fee directly to the following Bank accounts **through online banking or CDM.**

Bank Name	: Bank Muscat
Account Name	: INDIAN SCHOOL MUSCAT
Account Number	: 0333-00557363-0016
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Bank Name	: National Bank of Oman
Account Name	: INDIAN SCHOOL MUSCAT
Account Number	: 1049-409693-001

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..)

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.

COMMUNICATION TO PARENTS

In order to simplify the communication to 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.

With warm regards



Dr Rajeev Kumar Chauhan
Principal