



## **CIRCULAR TO ALL PARENTS**

### **REOPENING OF THE SCHOOL FOR THE ACADEMIC YEAR (2024-2025)**

Dear Parents/ Students,

***“Greetings and good wishes on the occasion of the EID AL FITR”***

*The Management and the Principal of Emirates Future International Academy extend our greeting and good wishes to the Rulers of the UAE, people of the UAE, Staff, Parents and students of EFIA on the occasion of Eid Al Fitr.*

***SCHOOL OFFICE WILL REMAIN CLOSED TILL 13<sup>TH</sup> APRIL 2024.***

### **INSTRUCTIONS FOR THE NEW ACADEMIC YEAR 2024-25**

1. School reopens for the New Academic year on **Monday, 15<sup>th</sup> April, 2024 for classes KG2-12.**  
**Class Timings:**  
Monday to Thursday : 7:45 am to 2:30 pm  
Friday : 7:45 am to 12:00 noon.  
Class Assembly : 7:40 am.
2. Attendance is compulsory and students should attend classes on all days (Monday to Friday).  
Circular, instructions, homework and any future communication will be through website, portal, Google classroom and diary.
3. Students should come to school in neat school uniform. On the days of PT period students should wear PT uniform (PT uniform shall be bought from the school store once the House is decided by the Class Teacher). On the days of science lab periods students of Grade 9-12 should bring white sleeve lab coat and wear it during their lab classes.
4. Students will be writing their Baseline tests during the first week of reopening. There is no need for any preparation, it is administered to check their previous knowledge.  
Students will also undergo Bridge classes, in order to be prepared for the new lessons.
5. On the first day of the school, students may bring limited number of notebooks and text books of main subjects only. Students are requested to bring books to the school as per the time table, from the second day onwards (16<sup>th</sup> April 2024). **Class timetable will be given to the students in the opening week.** Text books should be covered with self-adhesive sheet.
6. Parents and guardians are expected to be very particular to see that their children return home immediately after school hours except on days when they stay on for co-curricular activities. It may be noted that the responsibility of the authority's ceases immediately after school hours.
7. Parents are requested not to send their children to school if they are medically unfit. If a pupil is absent due to illness, the school principal, supervisor and class teacher must be informed at once and a medical certificate should be submitted.
8. Be regular at 'Open House' sessions and meet the teachers to discuss about the academics.
9. **Only students who have paid the fees and registered for the next academic year will be permitted to attend the classes from Monday 15<sup>th</sup> April 2024. Kindly check and do the needful.**
10. **SCHOOL TRANSPORT:** Students who have registered for school transport for the new academic year and have paid fees **only** will be accommodated and picked up /dropped starting from Monday. Parents are requested to contact the transport in- charge and confirm the location and pick up timing. For any transport related enquiry kindly contact any of the following numbers. Ms.Anju – 0555836948 Mr. Arun – 0589739389 Ms. Anitha – 0508259084
11. **All newly admitted students are requested to assemble in the auditorium on the first day.**

## **STUDENTS SHOULD ADHERE TO THE FOLLOWING SCHOOL GUIDELINES**

- i. Students must be punctual in reaching the school by 7:40am. Latecomers will not be admitted to the class. 90% attendance is required to attend the Term examination.
- ii. Students must take pride in coming to school smartly dressed in the prescribed school uniform. Every child enrolled in the school must have a complete school uniform in exact color and pattern. Parents are requested to send a copy of book fee receipt / uniform fee receipt on the reopening day.
- iii. It is mandatory for the students to wear school ID card every day at all times, once it is issued.
- iv. Personal cleanliness and hygiene are expected from all students.
- v. Streaking and coloring of the hair and the use of styling gel is strictly prohibited. Grooming of the hair is compulsory. Shabby unkempt and uncombed hair will not be permitted. Hair must be neatly tied in two plaits/put in place with a hairband in the case of girls.
- vi. Students are not allowed to wear any flashy jewelry or possess/use any cosmetics on the school campus. Muslim girls should wear only white color hijab/scarf and it should be neatly pinned.
- vii. Gum chewing is not permitted, in school.
- viii. Students misbehaving in the school will be reported to the parents and sufficient warning will be given for improvement. Even after repeated warnings, if a student continues to misbehave, he or she will be suspended from the school.
- ix. At all times students are expected to be polite and courteous towards other students and the staff.
- x. **The use of mobile phones and other electronic devices is strictly prohibited on the school campus and school transport.**
- xi. **Bullying is strictly prohibited and no such act will go unnoticed and necessary disciplinary action will be taken.**
- xii. For students not adhering to these guidelines, the following course of action will be set in motion:
  - (1<sup>st</sup> offense) - Teacher's warning
  - (2<sup>nd</sup> offense) - Student time-out
  - (3<sup>rd</sup> offense) - Parent notification
  - Principal intervention in the presence of parents
- xiii. **ENTRY TO SCHOOL:** Own transport students to be dropped at Gate no:6 between 7:15 am to 7:40 am.
- xiv. **EXIT FROM SCHOOL:**
  - Boys: 6 -12 : Gate no: 7
  - Girls: 6 – 12 : Gate no: 6
  - Boys & Girls: 4 – 5 : Gate no: 6
  - : 2 – 3 : Gate no: 2 (Auditorium, 2:30pm - 2:45pm)
  - : 1 : Gate no: 3(KG Auditorium)
  - : KG.2 : Gate no: 6 (12:00 – 12:30 pm)
  - : KG.1 : Gate no: 3 (12:00 – 12:30 pm)

**Regards**

**Saji Oommen**  
**PRINCIPAL**

