



# EMIRATES FUTURE INTERNATIONAL ACADEMY

## CIRCULAR FOR PARENTS OF KINDERGARTEN

*(FOR STUDENTS OPTED FOR DISTANCE LEARNING)*

Ref: EFIA/ CIR- 47/ 2021-22

29<sup>th</sup> Dec 2021

Dear Parents,  
Greetings!

As per the new directives from the MOE & ADEK the school will reopen on **Monday 3<sup>rd</sup> January 2022**. Following the UAE Government's decision to amend the working week to four and a half days, we would like to announce the move to a four and a half day working week from January first week. Classes will be held from Monday to Friday. Saturday and Sunday will be holidays.

We thank you for participating in the survey conducted by the school, to opt for the preferred mode of learning for your ward.

Kindly note the following points regarding Distance learning classes that you have opted for your ward:

1. Distance learning classes will resume for KG 1 & 2 on **Monday, 3<sup>rd</sup> January 2022**.
2. After the commencement of classes, students will not be allowed to shift from distance learning to physical schooling during Term-3.
3. Virtual classes will be conducted for KG students who have opted for Distance learning and staying in Abu Dhabi.
4. **CLASS TIMINGS**: Virtual class timing for KG section will be as follows  
**Monday – Thursday : 8:00 am to 12.30 pm. & Friday : 8.00 am to 10.30 am**
5. Daily attendance will be granted to students only if they attend the virtual class fully. Parents are requested to notify the class teacher through What'sApp/SMS before 7:30 am or the previous day, in case of your ward's absence from classes. Students who are having attendance less than 90 % will not be promoted.
6. All students are expected to adhere to the class timing. Repeated cases of joining classes late or leaving early will result in loss of attendance. Absentees will be noted and logged at 8:05 am daily.
7. Parents are requested to guide kids to mute and unmute independently when teacher calls out their name.
8. Students must be trained to prepare for the class independently, by keeping their books, pencils, erasers, colour pencils, water bottles, etc. ready prior to the class, each day.
9. Children should be dressed in neat and complete school uniform during class.

10. Students must be ready for class after their breakfast. Short breaks will be given after every period to drink water, eat light snacks, use the washroom, etc.
11. It has been observed that some children do not remain seated and move around the room during the virtual class. Parents are requested to ensure that your ward sits in the appropriate manner during the class; as they would sit in a classroom.
12. Parents are requested to avoid sitting very close to children and prompting answers to their kids. Kindly allow your ward to learn to think and respond independently to the teacher's questions and tasks assigned.
13. Students will be not be given re-test/re-assessment without submitting a medical certificate, if he/she is absent on days of assessments.
14. We will conduct more activities as part of learning, hence we request parents to keep few materials at home, such as colour pencils, glue, drawing paper, coloured paper, magazine paper, paper plates, stickers for decoration, clay/play dough, etc.
15. Kindly contact teachers only at the convenient time mentioned by the teacher in the mail introducing herself; parents are requested to avoid phone calls and sending WhatsApp messages to teachers at other times.
16. **THIRD INSTALLMENT FEES:** All parents are requested to pay the third term school fees on or before **15<sup>th</sup> January 2022**. If fee dues are not paid on time the student will be removed from the classes. Kindly ignore if paid already.
17. **OFFICE TIMINGS:** School office timing will be as follows: **Monday to Thursday from 7.30 am to 4 pm and Friday 7.30 am to 12.30 pm and on Sunday 9 am to 2 pm**. Parents can enter the school only with a valid 96 hours negative COVID test report from SEHA.
18. **Transfer Certificate:** Parents please note that in case you require TC of your ward at the end of the academic year, you are requested to submit the application on the prescribed form personally to the school office on or before **30<sup>th</sup> January 2022**. No other mode of request will be accepted.
19. For any further clarification or information kindly contact the coordinators or class teachers.

  
**Saji Oommen**  
**PRINCIPAL**

