

# CALENDAR AND PUBLIC HOLIDAYS POLICY

REF: EFIA /PLCY -001/2025-26

Issue Date: 05/03/2025

## 1. PURPOSE

This policy outlines the framework for planning, submitting, and implementing the academic calendar at Emirates Future International Academy (EFIA). It ensures alignment with ADEK's regulations while maintaining flexibility for the school's CBSE curriculum and cultural observances.

### 2. SCOPE

This policy applies to the academic operations of EFIA, including the structure and schedule of the school year (April to March), designation of holidays, and communication of calendar details to staff, students, and parents.

## 3. ACADEMIC CALENDAR FRAMEWORK

Aspect	EFIA Implementation		
Curriculum	Central Board of Secondary Education (CBSE) – India		
Academic Year	April to March		
School Days	188 instructional days, as per ADEK requirements, for AY 25-26		
Breaks	Summer, Winter and Spring breaks as approved by ADEK		
Assessment Periods - KG	Term I (May–June) ,Term II (Nov–Dec), Term III (Feb-March)		
Assessment Periods – Gr 1 to 12	Term I (Sept- Oct) ,Term II (Feb-March)		
Examinations	All internal and CBSE Board exams are scheduled in accordance with ADEK and CBSE timelines respectively		
ASSET/IBT	Exams scheduled as per ADEK guidelines		
Calendar Approval	Submitted annually on the ADEK School Calendar System for review and approval		

### 4. CALENDAR PLANNING AND SUBMISSION

- > EFIA prepares its academic calendar based on ADEK's prescribed framework while aligning with CBSE's examination schedule.
- The calendar includes start and end dates, teaching days, holidays, and examination periods.
- ➤ Once approved by ADEK, the finalized calendar is shared with parents, students, and staff via official communication channels (school website, circulars, and portal).

### 5. PUBLIC AND SCHOOL HOLIDAYS

EFIA follows all official UAE public holidays as announced by ADEK and the UAE Government.



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In addition, as a CBSE school serving a multicultural Indian community, EFIA also observes select Indian cultural and Festive holidays recognized by the management.

Category	Examples	Remarks	
UAE National Holidays	National Day, Commemoration Day, UAE Flag Day	As per ADEK calendar	
Islamic Holidays	Eid Al Fitr, Eid Al Adha, Islamic New Year, Prophet's Birthday	Subject to moon sighting	
Indian Cultural Holidays	Onam, Diwali, Good Friday	Declared by school management annually and approved by ADEK	
Other Breaks	Summer ,Winter and Spring Breaks	In line with ADEK and CBSE schedules	

#### Note:

- Public holidays are tentative and may change based on official government announcements.
- If a holiday coincides with an external or CBSE examination, EFIA may seek prior approval from ADEK to operate on that day.

## 6. COMMUNICATION AND UPDATES

- The **final approved calendar** is published on the EFIA website and shared with parents via circulars.
- Any mid-year updates due to government announcements or exam adjustments are communicated promptly.
- Staff are required to follow the approved calendar and plan leave accordingly

## 7. COMPLIANCE

#### EFIA ensures that:

- The total number of instructional days meets ADEK's minimum teaching requirements (182 days).
- All adjustments or changes to the calendar are resubmitted for ADEK approval.
- Non-compliance may result in administrative review or ADEK intervention.

## 8. POLICY REVIEW & APPROVAL

This policy is reviewed annually by the **Administration Department** in consultation with the **Principal** to ensure continuous alignment with ADEK regulations, CBSE requirements, and EFIA's operational needs.



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	Name	Signature	Date
Policy Reviewed by:	Ms. Raufia Salam (Vice Principal)	Lawlow	04/03/2025
Policy Approved by:	Mr. Saji Oommen (Principal)	San January San	05/03/2025

Date of Next Review: 01/03/2026

## EFIA's ACADEMIC CALENDAR 2025-2026



