



IIS/CIR/017/2021-2022  
02/09/2021

Dear Parents,

*“Greetings from IIS Family”*

**School Reopening Schedule for Onsite Students – Transport & OT, KG – XII AY 2021-22**

Kindly be informed of the following important information given as below:

1. The classes for face to face/distance learning from KG – XII will be starting as per the dates shared earlier through Circular no. – IIS/CIR/015/2021-22. Reporting Time is 7:30 am (all students) through Gate no: 1 - Main Gate.
2. The class time table and bell timing will be shared through school Orison portal by their respective class teachers.
3. It is mandatory that the students must attend the classes as per the choices opted (Face to Face & Distance learning) as per the school schedule.
4. The parents who have opted for school and own transport must follow the guidelines which are given in **Annexure 1**.
5. The parents who have opted for OT must fill the OT consent form given in **Annexure 2** and submit the form on 05/09/2021 to the respective Class teachers.

*Stay Safe & Healthy!*

**PRINCIPAL**  
**Ms. Qurat Ul Ain**

## **Annexure 1: School Arrival/Dispersal for Onsite Students KG – Grade XII, Academic Year 2021 – 22**

Guidelines to be implemented effectively for Bus/OT students:

1. Once the bus arrives, the students need to disembark the bus one by one by keeping social distancing and wearing face mask and they will be continuously monitored by the bus nannies and will be assisted by them to the respective onsite classes.
2. Staff on duty will monitor the students during arrival and dispersal and will ensure social distancing and implementation of PPE, especially face masks.
3. In bus and OT rooms, the students must not swap their seats. They must not share the face mask, eatables and water bottles as mandated by MOE.
4. Students will disembark the bus Section wise upon arrival to the school.
5. Bus/OT students from each section will be dispersed as per the timings given below. Students will be sent in a staggered manner pertaining to number of onsite divisions section wise.
6. The onsite students will be allowed to board the bus only with the proper school uniform.
7. The OT students' dispersal will be as per the MOE guidelines by maintaining a social distancing of 1m in OT rooms.
8. In OT rooms the list of students will be displayed for easy access to designated staff on duty.
9. Parents of Primary 1, Primary 2, and Girls' section will not be allowed to enter the OT rooms directly, they need to stand near Gate no. 3. Designated staff will be there to handover the child to the parent. Parents of Boys' section are restricted to Gate no. 1. For parents, proper markings and directions for the OT rooms will be in place.
10. OT parents are requested to pick their wards on time. They must reach school as per the section timings to avoid huge crowd near the parking and OT gates with maintenance of 1m distancing and wearing of mask at all times.
11. Only one family member or guardian is allowed to enter the school facility to drop off/ pick his/her child. People with compromised medical conditions, including the elderly should not come to drop off/pick up.

### **Dispersal Timings for Onsite Students – KG – XII AY 2021 –22**

| <b>Section</b> | <b>Timing</b>      | <b>OT rooms allotted</b>     |
|----------------|--------------------|------------------------------|
| KG             | 10:40 am -11:00 am | KG1 G, KG2 H                 |
| Primary 1      | 1:30 pm - 1:35 pm  | 1 C, 1 D, 1 E, 1 F, 1 G, 1 H |
| Primary 2      | 1:35 pm - 1:40 pm  | 1 M, 2 A, 2 B                |
| Girls Section  | 1:40 pm - 1:45 pm  | 1 A, 1 B                     |
| Boys Section   | 1:40 pm - 1:45 pm  | 10 A, 10 B, 10 C & Bio Room  |

Annexure 2 : OT Consent Form



وزارة التربية والتعليم  
MINISTRY OF EDUCATION

مبادرة سلامتهم أمانة  
Student Safety Initiative



وزارة الداخلية  
MINISTRY OF INTERIOR

تحويل باستلام طالب  
Authorization to receive a student

|                         |                          |                        |                              |
|-------------------------|--------------------------|------------------------|------------------------------|
| Date التاريخ<br>20 / /  |                          |                        | اسم المدرسة<br>School name   |
| Family name اسم العائلة | Middle name الأسم الثاني | First name الأسم الأول | اسم الطالب<br>Student name   |
|                         |                          |                        | الصف<br>Class                |
|                         |                          |                        | رقم الطالب<br>Student's ID   |
|                         |                          |                        | اسم ولي الأمر<br>Guardian    |
|                         |                          |                        | صفته<br>Relative relation    |
|                         | Mobile الموبايل          | Home المنزل            | رقم الهاتف<br>Contact Number |

أرجوا التكرم بالموافقة بتحويل الأشخاص المذكورين أدناه بالإستلام:

Kindly, accept the following authorized names to receive the student:

| ملاحظات<br>Remarks | صلة القرابة<br>Relation | الأسم<br>Name |
|--------------------|-------------------------|---------------|
|                    |                         |               |
|                    |                         |               |
|                    |                         |               |
|                    |                         |               |
|                    |                         |               |

ملاحظة: في حال كان المخول بالإستلام غير ولي الأمر ( الأب ، الأم ) الرجاء إرفاق صورة من بطاقة الهوية

Note: If the recipient is not one of the authorized (father - Mother), Please attach a copy of (his/her) Emirates ID

إعتماد إدارة المدرسة  
School's Authorization

توقيع ولي الأمر  
Guardian's Signature