



IIS/CIR/079/2025-2026

17/10/2025

Dear Parents,

“Greetings from IIS Family”

As a part of the ongoing efforts to ensure students adhere to **Punctuality** and maintain discipline, we seek your continued support and understanding in maintaining the **safety, discipline, and orderly conduct** of all **OT & BUS students** from **KG to Grade XII** throughout the school day , especially arrival and dispersal time. The following guidelines must be strictly followed with immediate effect,

PUNCTUALITY:

- Some students are still arriving late to school and are not taking part in the Internal Assembly and CTP period.
- Parents are advised to consider morning traffic and plan the journey, so their ward leaves home early enough to reach school on time. All parents are requested that their ward reaches school by 7:25 a.m. sharp every day without fail.
- School Gate no 2 will be closed during the **UAE National Anthem** to avoid movements.

DROP-OFF & PICK-UP PROCEDURES – OWN TRANSPORT(OT)

- **OT Students** must be dropped off only after the vehicle is properly parked in the designated area to maintain safety.
- Stopping in the middle of the road to drop students is strictly prohibited, as it creates a serious safety hazard.
- Violations will attract penalties, and photographic evidence will be shared with local authorities.
- Students must cross the road only near the speed of hump under the adult supervision. Crossing at undesignated areas is not allowed.
- For students using own transport, pick-up must be done only by a registered, authorized person. Students will not be handed over to anyone not listed on the authorized pickup list.

EXPECTED BEHAVIOR IN SCHOOL BUS

To maintain a **safe, disciplined, and respectful environment** during school transport, all students must strictly follow the rules below:

- Follow all instructions given by the bus attendant, driver, and school staff on duty.
- Disobedience, disrespect, bullying, fighting, or any action that disrupts or compromises the safety and discipline of co-passengers will result in strict disciplinary action, including suspension from the bus service.
- No toys, electronic gadgets, or sharp objects are allowed on the bus. This includes pens, pencils, metal rulers, geometric tools (e.g., compass), or any object that could cause harm.
- Students must remain seated, avoid shouting, and maintain respectful behavior throughout the journey.
- Parents are requested to reinforce these rules at home. Your cooperation is vital in helping provide a **safe, disciplined, and secure environment** for all students.

Thank you for your support and cooperation


PRINCIPAL
Ms. Qurat Ul Ain

