



THE CENTRAL SCHOOL - DUBAI

Parent School Agreement 2021-22

Introduction

A Constructive relationship between the school and parent is a key to ensuring that the student's well-being is at the core of an effective educational experience. It is beneficial for parties, the schools and the Parents.

To ensure that all parties in this relationship are aware of their duties and responsibilities, families are required to read this document carefully and to ratify it only after all queries have been addressed by the school.

The Management of The Central School is pleased to offer AIFA MARYAM Admission no. 13081/21 enrolment in KG-1 CBSE for the academic year 2021-22

Admission:

Registration and Admission to the various classes from Kindergarten to Grade 9th and 11th are open from 1st of November of the preceding academic year.

Minimum Age Criteria for Admissions for the Academic Year 2021-22:

- Kindergarten Section & Grade (Prescribed Age)
- (KG 1): The child should be Four years old, as on 31st July of the academic year.
- (KG 2): The child should be Five years old, as on 31st July of the academic year.
- Grade 1: The child should be Six years old, as on 31st July of the academic year.

Grade level registration for admission to the new academic year commences in 1st week of November each year. In all cases, admission procedures laid down by the KHDA have to be adhered. Students will have to register their names prior to admission.

Student Special Support

To ensure a productive learning experience for all students at the school, including those with special needs, it is essential that the school and the families work in partnership. This is defined by certain expectations from both parties to set the condition for a successful identification and support mechanism for the students.

Parents are expected to:

- Provide the school with copies of all medical, psychological or educational assessments or reports before entry to the school. Such materials are a prerequisite in enabling us to provide the best education for your child. Failure to disclose any such information, including the deliberate withholding of information, may result in your child not making the expected progress in school.
- Notify the principal in writing if they are aware or suspect that their child (or anyone in his or her immediate family) has a learning difficulty, and the parents must provide the school with copies of all written reports and other relevant information. Parents will be asked to withdraw their child if, in the professional judgment of the principal and the child's teachers, and after consultation with the parents and with the student (where appropriate), the school suspects that such vital information about special needs has been deliberately withheld.
- Refer to the school's policy on Special Educational Needs for full details.

Curriculum and Educational programs:

Please refer to table below for detailed information regarding the school's curriculum and programs. The table also indicates boards and organizations which have accredited or authorized the school. CBSE websites can be referred for further information.

Phase/ Cycle:	Curriculum/ Programme:
KG 1 & 2	CBSE-INDIAN
Grade - I to 5	CBSE-INDIAN

Phase/ Cycle:	Curriculum/ Programme:
Grade -6 to 9	CBSE-INDIAN
Grade - 10 to 12	CBSE-INDIAN

a. Mandatory subjects: As per the rules and regulations in the UAE, it is mandatory for:

- All Muslim students to study Islamic Education from Grade/Year 1 to Grade 12/Year 12 inclusive.
- All Arab students (registered at the school with an Arab passport) to study Arabic as a first language from Grade/Year 1 to Grade /Year 12 inclusive.
- All students registered at the school with a non-Arab passport to study Arabic as an additional language from Grade/Year 1 to Grade/ Year 9 inclusive.

Subjects offering:

SL.NO	CLASS	SUBJECTS
1	KG - 1 & KG - 2	English, Mathematics, General Knowledge, Environmental Studies, Art & Craft, Arabic & Islamic Education / Moral Science.
2	GRADE 1 TO 8	English, Science, Mathematics, Social science, Arabic, Islamic Studies / Moral Science & Computer Science. (Elective Second Language: Hindi / Urdu / Bengali / Tamil / Malayalam), UAE Social Studies
3	GRADE 9 TO 10	English, Mathematics, Social Science and Science with practical (Elective Second Language: Hindi / Urdu / Bengali / Tamil / Malayalam), Physical Education, MEP & Information Technology (IT) & Home Science

Choice of educational streams:

Grade XI/XII-Subject Combinations 2021-22

For Girls Section

Science Stream	Commerce Stream	Vocational Stream
English Core(301)	English Core(301)	English Core(301)
Physics(042)	Accountancy(055)	Marketing(812)
Chemistry(043)	Business Studies(054)	Salesmanship(831)
Biology(044)	Economics(030)	Home Science(063)
Mathematics(041)/IP(065)/Home Science(63)	IP(065)/Home Science(63)	Business Studies(054)

For Boys Section

Science Stream	Commerce Stream	Vocational Stream
English Core(301)	English Core(301)	English Core(301)
Physics(042)	Accountancy(055)	Marketing(812)
Chemistry(043)	Business Studies(054)	Business Studies(054)
Biology(044)	Economics(030)	Salesmanship(066)
Mathematics(041)/PE(048)/CS(083)	IP(065)/PE(048)	IP(065)/PE(048)

Assessment policy:

At TCS formal and informal way of assessment is done which includes weekly test and continuous evaluation. Activities / Experiment are performed by students to confirm their learning which is recorded in the exercise books.

Formative Assessment

Informal assessment is a non-standardized method of evaluating student progress. This type of assessment includes anecdotal records, verbal and written prompts during instruction, worksheets, observations, written samples of students work, teacher-made tests and quizzes, oral reading assignments, oral responses, projects, class assignments etc.

Summative Assessment

Standardized, norm-referenced formal assessments are published tests that are generally developed by experts in the field. They have precise directions for administration and scoring procedures. Standardization requires that procedures specified for these be followed exactly in order to assure that all students perform under similar conditions.

Half Yearly and Annual Examination

Terminal and Annual Examination is, administered at the end of a period of instruction, such as a unit, term or year. This type of assessment determines what critical content, processes, skills and concepts a student has learned and retained over an extended period of time. Performance based tasks and examinations are conducted.

Periodic Assessment

Periodic Assessment is ongoing. Student's achievement is monitored continuously throughout the instructional period so teachers can modify and adjust their instruction. This type of assessment makes teachers aware of when student needs additional practice, more instructional time, a change in strategy, intervention or modification of instructional material.

Frequency of Reporting

From Grade 1 to 12, have 4 PTA Meetings during the academic year. Parent conferences take place twice each term of the academic year. As needed, progress reports are sent to parents by teachers if there are concerns about a student's progress.

For further details please refer our school diary.

Graduate Certificate : Grade 10 - AISSE (All India Secondary School Examination) conducted by CBSE India. Grade 12-AISSCE (All India Senior Secondary Certificate Examination) conducted by CBSE India.

Extra-curricular activities and celebrations:

Co-curricular activities such as games, sports and cultural activities are organized from time to time, Regular periods for games and physical training are provided in the time table under the supervision of qualified physical training teachers. We provide indoor games, like Chess, Caroms and outdoor games like Football, Volleyball, Throw ball, Badminton and Basketball. The school provides for student involvement in virtual game, competitions and sports day.

Health and safety:

It is the responsibility of the school and the parents to secure a safe and healthy environment for the students. In this regard, the school shall issue and implement various health and safety guidelines that parents are expected to abide by and ensure their children do so as well.

The responsibilities of the school include:

- Providing students with appropriate medical care as per the regulations set.
- Providing students with medical conditions the care and attention they deserve while treating cases with confidentiality.
- Promoting and reinforcing awareness about healthy lifestyle habits, including choice of food and practice of exercise.

The responsibilities of the parents include:

- Sharing with the school all information related to their child's medical condition and history.
- Ensuring that meals and snacks provided to students adhere to the school's policies and guidelines in this regard.
- Timely payment of the fees.

Fee Structure : Academic Year 2021-22

Tuition Fees AED	3,718.00	Other Fees	2,050.00	Total Cost	5,768.00
Reg.Fee	300.00	New Admission Students			

Description	Months Covered	Fee (AED)	Due Date	Installment	Comments
30% of Yearly Tuition Fees	April to June	1,115.40	01/Apr/2021	1st Installment	
20% of Yearly Tuition Fees	Sep to Oct	743.60	01/Sep/2021	2nd Installment	
20% of Yearly Tuition Fees	Nov to Dec	743.60	01/Nov/2021	3rd Installment	
30% of Yearly Tuition Fees	Jan to March	1,115.40	01/Jan/2022	4th Installment	

Mandatory Item	Fee	Due Date	Installment	Comments
Activity Fee	200	01/Apr/2021	1st Installment	
Medical Fee	100	01/Apr/2021	1st Installment	
Registration Fee	300.00			

The following are elective fees required for the academic year 2021-22:

Selected	Elective Item	Fee(AED)	Due Date	Payable As	Comments
√	Maths Wizz	110.00	01/Apr/2021	One time payment	Third party Outsourced
√	A-Z Reading Program	75.00	01/Apr/2021	One time payment	Third party Outsourced
√	Educore	70.00	01/Apr/2021	One time payment	Third party Outsourced
√	ID, Magazines, Diary	70.00	01/Apr/2021	One time payment	
√	Class Photograph	25.00	01/Jan/2022	One time payment	
√	Academic Resources	110.00	monthly		

Payment of total fees for the A.Y 2021-22 is expected in 4 installments according to the following timetable

Installment	Months Covered	Amount (AED)	Remarks
First installment	April to June	2,370.40	Current Dated Cheque/Cash/Skiply/Credit card before 28.03.2021. Admission/re enrolment will be confirmed only upon clearing of the cheque.
Second installment	Sep to Oct	963.60	PDC dated 01-Sep-2021, Submission due date : on or before 28.03.2021
Third installment	Nov to Dec	963.60	PDC dated 1- Nov-2021, Submission due date : on or before 28.03.2021
Fourth installment	Jan to March	1,470.40	PDC dated 01-Jan-2022, Submission due date : on or before 28.03.2021

In case of any changes approved by the KHDA, the same will be intimated through a Circular and shall be payable.

In order to ensure payment of fee in time, Admission cards will be issued to students while appearing for Half Yearly and Annual Examinations. The clearance of fee arrears till running month is essential for collecting the admission ticket and for appearing the half yearly and annual examination. Fee defaulters will be given three reminders, followed by three warning letters and a final letter of intimation to the parent and the school reserves the right to not re-enroll students for the following academic year when fees are repeatedly not paid on time. This will be documented by the school through the issuance of dated warning letters and final letter of

intimation (informing the parent that the child will not be re-enrolled in the following academic year)

Returning students:

For returning students, and according to the Schools Fees Framework, the school will charge up to 10% of the total fee amount to be paid within the time frame specified by the school:

This amount is non-refundable unless the family has to move outside the Emirate of Dubai before the start of the academic year.

The school reserves the right to ask for proof that the family is moving outside the Emirate of Dubai such as an acceptance offer from another school situated outside Dubai. This amount is deductible from the first term of the academic year.

New students:

- For new students, and according to the Schools Fees Framework, the school will charge parents up to 10% of the total fee amount to be paid for admission confirmation.
- This amount is non-refundable unless the family has to move outside the Emirate of Dubai before the start of the academic year.
- Before commencement of new academic year in April, the first quarter fee along with 3 Post Dated Cheques(PDC) for the remaining quarter to be paid/submitted by 10th of March.
- This amount is deductible from the first term of the academic year.
- This contract is valid and automatically renewed until it is replaced by a revised contract.

Refunds:

- For students who are withdrawn from the school during the academic year, fee deduction will be applied as per the Schools Fees Framework quoted below:
- If the student attends school for two weeks or less, one months fee will be deducted.
- If the student attends school for a period ranging between two weeks and one month, two months fees will be deducted.
- If the student attends for more than a month, three months fees will be deducted.

Sibling Concession Policy:

It is the policy of the school that siblings shall receive discounted fees. This is a binding promise for the current academic year and until otherwise specified in another binding school- parent contract. Deductions are to be calculated as follows:

Sibling	Deduction rating(Tuition Fee only)
Sibling1	0%
Sibling2	0%
Sibling3	0%
Sibling4	0%
Sibling5	100%

100% activity fee free discounts is given to the sibling 4.

**** In case of a change or cancellation of the above discount policy, parent will be given a notice period of one academic year.**

Attendance and punctuality

The school expects students to be regular and 100% attendance is awarded. Medical leave is approved against proper medical documents. Students who are irregular to school are monitored strictly on their performance and promotions to next grades.

The daily routine Timing:

BELL TIMINGS			
FORE-NOON		AFTER-NOON	
PERIOD	TIME (AM - PM)	PERIOD	TIME (AM - PM)
Class Registration	07.00-07.05	Class Registration	12.40 - 12.45
I	07.05- 07.45	I	12.45- 01.25
II	07.45- 08.25	II	01.25-02.05
III	08.25-09.05	III	02.05-02.45
IV	09.05-09.45	IV	02.45-03.25
Break Time	09.45-10.05	V	03.25-04.05
V	10.05-10.45	Break Time	04.05-04.30
VI	10.45-11.25	VI	04.30 - 05.10
VII	11.25-12.00	VII	05.10-05.45
VIII	12.00-12.35	VIII	05.45-06.20
KG 1st Shift	7.10-10.40		
KG 2nd Shift	10.30-2.30		

The responsibilities of the school include:

- Sharing and implementing a school policy on attendance and punctuality which stresses that attendance for all students is mandatory on all the days the school is declared open.
- Clarifying to parents and students the definition of a school day, the start of registration process in the morning, the schools expectations in relations to punctuality all through the school day, the definition of absenteeism and a list of what is considered excused and unexcused absenteeism.

The responsibilities of the parents include:

- Reading, ratifying and implementing the schools policy on attendance and punctuality.
- Promoting their child's attendance and punctuality and abiding by the timings set by the school for the start and the end of the school day.
- Understanding and upholding the school's policy which states that continued tardiness and absenteeism will result in disciplinary measures and will affect the students chances of enrolment for the upcoming academic year.

Attitudes and behavior:

Schools strive to offer all their students a hazard free and emotionally safe environment in which they can achieve their full academic and personal potential. In order for schools to achieve this objective, **the responsibilities of students and parents include:**

- Abiding by the schools behavior policy which is attached with this contract. This policy will cover expected code of behavior during the school timings, during extra-curricular activities, on school buses, during school trips and students participation in social-media forums.
- Ensuring the student understands the school's expectations and possible consequences that may arise due to breach of the behavior code.
- If your ward damage any school property, the cost of the damaged property will be collected

The school has a zero-tolerance policy for bullying in all its forms. Bullying is the intentional and deliberate intimidation of another person through emotional, physical, psychological and/or cyber means. Instances of proven and intentional bullying may result in immediate suspension of the aggressor from the school. Aligned with the above, the school will not tolerate any form of defamation or intentional harm practiced through social media forums. The school must set a clear policy for parents and students about the use of and participation in social media outlets and/or forums. This policy must include, but not be restricted to, the following:

- Parents and student's in all grade levels using any social media forum must, at all times, demonstrate respect for the

members of the school community (including all students and personnel).

- Parents and students must not breach confidentiality, defame or make threats to any person in the school community.
- If a student is issued 3 warning letters for his/her indiscipline in the school. He / She may not be enrolled for the next academic year. Instances of proven and intentional breach of the above will result in sanctions that may include Suspension from the school.

Transportation:

The school is responsible for ensuring the student's safety while on school buses, whether managed by the school or outsourced to a third party. In addition to implementing rigorous safety procedures outlined in a school policy, the school will also ensure the full implementation of the guidelines outlined by RTA on the matter.

The following are expectations set by the school for parents at the school.

Private vehicles:

- To ensure the safety of all students, parents driving to school will receive a route map detailing entry and exit points to the school.
- Parents must abide by the designated entry and exit routes set by the school.
- School personnel and staff helping in the organization of students' arrival and dispersal times represent the school and their instructions must be obeyed.

Buses:

- For all intents and purposes, school buses, whether managed by the school or outsourced to a third party, are considered part of the school premises when being used by students.
- All safety rules and behavior expectations set by the school and enforced by personnel must be adhered to by students and parents.

General Conditions.

The school reserves the right to amend this agreement as and when required and if necessary.

Failure to comply with all transportation rules set by the school will result in disciplinary action and will affect the students registration chances for the following academic year.

No further negotiations, breaking or in between alterations of the agreement will be accepted.

Hereby I acknowledge that the above agreement is entered, upon mutual agreement.

Declaration:

I **MOHAMED ANSARI** P/O **AIFA MARYAM** Admission No **13081/21** Class & Div. **KG-1-O** agrees upon the above mentioned conditions and fee payment. I do understand that this contract is drafted based on the fee status of 2021-22. If any further changes are approved from KHDA, the revised fee will be shared with me and I am liable to pay the difference accordingly.

This contract has been signed on 04-02-2022