

Dear New Parent,

Warm greetings from Excel International School!

On behalf of the Directors, Administration, and the entire EIS family, we extend our heartfelt gratitude for selecting EIS as the educational home for your children. We deeply appreciate your trust in us as we embark on this journey of learning and growth together in the upcoming academic year and beyond.

We are thrilled to welcome you to our vibrant EIS community. It is our sincere goal to partner with you to ensure that your child not only thrives but also discovers their true potential in the enriching academic environment we offer. We firmly believe that a strong partnership with you will play a pivotal role in your child's educational success. Together, as co-educators, we share the responsibility of nurturing our children's aspirations, and we assure you that we will dedicate ourselves fully to fulfilling our commitments.

Please take note of the following important details for the Academic Year 2025-26:

1. Confirmation of Enrolment

To confirm your child's enrollment for the new academic year, we kindly ask our parents to complete the payment of the applicable school fees. This will be accepted from **August 18, 2025 (Monday) to August 25, 2025 (Monday)**, through an onsite transaction at our school.

We genuinely appreciate your attention and cooperation regarding these essential matters.

2. New Admissions to EIS for the AY 2025-26

Our admissions process is currently open for all grades, from FS2 to Year 10, provided that seats are available. For additional information, please visit our school website at www.eisalaian.com.

3. Summer Break

We would like to remind you that the summer break will commence on July 2, 2025 (Wednesday) and extend through August 17, 2025 (Sunday).

Please note that our school administrative office will be closed starting July 3, 2025, for the summer holiday, and will **reopen on August 18, 2025 (Monday) from 8 AM to 2 PM**.

Important Note: Any requests for essential documents (such as No Objection Certificates (NOC), Payment Invoices, etc.) will be addressed once the school reopens in August 2025.

For regular updates, we encourage you to visit our school website at www.eisalaian.com. For urgent matters, you may contact the following individual during office hours: 8 AM – 2 PM (Monday – Thursday) and 8 AM – 12 PM (Friday).

Name: **Ms. Norien Sharief**, Receptionist, Focal Point Management Consultancy

Phone Number: 03-7648113

Email: info@eisalain.com

4. Uniform Sale Schedule

The sale of uniforms will take place in August at the EIS campus. Parents will receive SMS notifications detailing the schedule (timings) of the sale on their registered mobile numbers. Please stay tuned for announcements and continuous updates on our school website.

5. **Transport Fee Update for the Upcoming Academic Year 25/26**

The monthly transport fee for the academic year 2025-26 will be AED 400.

Please take note that **registration for the School Bus Service** is based on a *first-come, first-served basis*. We recognize how crucial reliable transportation is for families, and to ensure your child's access to bus services, we kindly ask that you complete the Transportation Application Form and submit it to our Transport Coordinator, Mr. Shaji, by visiting the school office before July 2, 2025. Alternatively, you may check the availability and apply for the transport service upon your visit from August 18, 2025, onwards.

For any questions or additional clarification, please do not hesitate to reach out to Mr. Shaji at 055 8251373.

6. **Baseline Assessment**

The Baseline Assessment for students in Year 1 to Year 10 is scheduled for September 2025. These assessments will be part of our formative evaluation system, aiding in the goal-setting process for all students. We have sent along concepts and details of the Baseline Assessments to assist your child in reviewing during the summer break. This preparation will ensure they are academically ready when school resumes.

7. **Other Details**

During the last week of August 2025, we will communicate the following information via your registered email:

- New class lists and timetable (including school timings)
- Orientation Programme details for FS2 to Year 10
- Updated Baseline Assessment Schedule
- Uniform and Book Sale Information/Schedule

We extend our heartfelt thanks to you and your families for choosing EIS as the new nurturing ground for your child's education. We eagerly anticipate the opportunity to meet and welcome you in August 2025.

With Warmest Regards,

EIS Administration