



مدارس الكثبان العالمية  
**DUNES**  
**INTERNATIONAL**  
**SCHOOL**



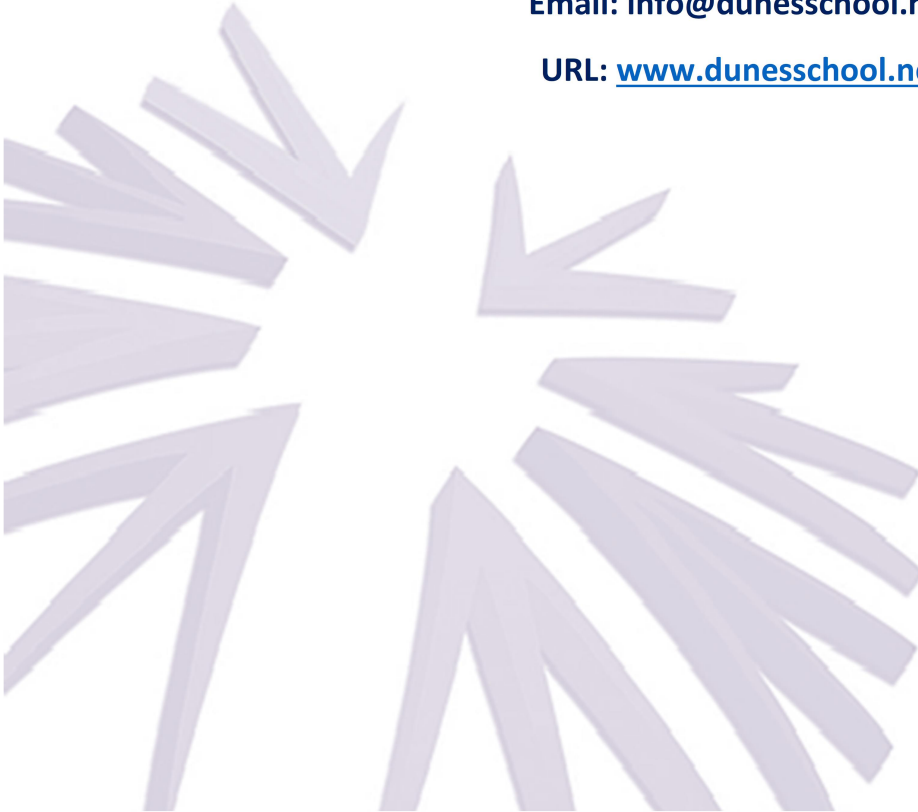
## ACADEMIC DIARY

**2023-2024**

Tel. +966-13-8145850 Fax: +966-13-8145850

Email: [info@dunesschool.net](mailto:info@dunesschool.net)

URL: [www.dunesschool.net](http://www.dunesschool.net)



DUNES  
SCHOOL

*in sync with future*

## OUR MOTTO

*“in sync with future”*

### Our Mission

Dunes International School aims to inspire a community of learning by achieving excellence in academics, arts and co-curricular activities.

### Our Vision

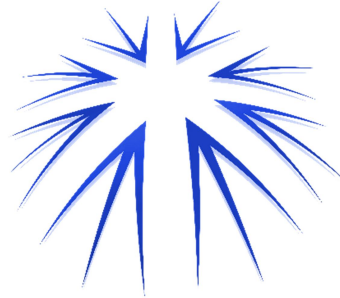
We strive for excellence by engaging our community, promoting accountability, fostering responsibility, and encouraging life-long learning.

### Our Aims

School Ethos, Self Esteem and Personality Development

- ✿ To produce self-potent and outfitted global citizens.
- ✿ To build the self-esteem of the child through praise and valuing achievements.
- ✿ To value creativity both within and beyond school.
- ✿ To create an atmosphere that is both conducive to work and socially secure for all members of the school community.
- ✿ To encourage students to be independent, creative and resourceful.
- ✿ To signify initiative and believe that every individual has the potential to excel in all fields.
- ✿ To create a safe and secure environment wherein everyone feels included.
- ✿ To foster a sense of justice, self-discipline and personal responsibility.
- ✿ To equip individuals with the social and self-expressive skills for life in a society that needs co-operative, social and economic skills.
- ✿ To develop both a sense of self-worth and tolerance and an appreciation of the worth and cultures of human beings in any environment or time scale.

# DUNES INTERNATIONAL SCHOOL



in sync with future

This diary belongs to:

**Name:** .....

**Grade:** ..... **Sec:** ..... **Admission No:**.....

**House:**..... **Bus No:**.....

**Address:** .....

.....

.....

## School Timings

### Working Days

🌅 Sunday to Thursday

### Summer

🌅 Kindergarten : 07:45 A.M. to 11:45 A.M.

🌅 Grades 1 & Above : 07:45 A.M. to 01:20 P.M.

## **VISITING HOURS**

**(With prior appointment only)**

**Principal:** 10:00 A.M. to 12:00 Noon  
(Saturday to Thursday)

**Academic Supervisor:** 10:00 A.M. to 12:00 Noon  
(Saturday to Thursday)

## OFFICE HOURS

**Administration:** Weekdays: 7:30 AM to 3:00 PM  
Saturday: 9:00 AM to 1:00 PM



## النشيد الوطني السعودي

سارعي  
للمجد والعلواء  
مجدي لخالق السماء  
وارفعني الخفاق الأخضر  
يحمل النور المسطر  
رددي الله أكبر  
يا موطني  
موطني  
عشت فخر المسلمين  
عاش الملك  
للعلم



### National Anthem of Saudi Arabia

Sarai li-l-majdi wa-l-alya,  
Majjidi li-kaaliqi s-samaa!  
Wa-rfai l-kaaffqaq l-akhdar  
Yah-milu n-nura l-musattar  
Raddidi allahu akbar, Ya mawtani!  
Mawatani, eshta fakhra l-muslimeen  
Aasha l-malik, li-l-aalam, Wa-l-watan!

राष्ट्रीय गान

जन-गण-मन अधिनायक जय हे  
 भारत-भाग्य-विधाता ।  
 पंजाब सिन्धु गुजरात मराठा,  
 द्राविड उत्कल बंगा ।  
 विन्ध्य हिमाचल यमुना गंगा,  
 उच्छल जलधि तरंगा ।  
 तव शुभ नामे जागे,  
 तव शुभ आशीष मांगे,  
 गाहे तव जय गाथा ।  
 जन - गण मंगल दायक जय हे,  
 भारत भाग्य विधाता ।  
 जय हे, जय हे, जय हे,  
 जय जय जय, जय हे ॥

National Anthem of India

Jana gaṇa mana adhināyaka jaya hey  
 Bhārata bhāgya vidhātā  
 Pañjāba Sindhu Gujarāṭa Marāṭhā  
 Drāviḍ Utkala Baṅga  
 Vindhya Himāchala Yamunā Gaṅgā  
 Ucchala jaladhi taraṅga  
 Tava śubh nāme jāgey  
 Tava śubh āśhiṣha māngey  
 Gāhe taba jaya gāthā  
 Jana gaṇa maṅgala dāyaka jaya hey  
 Bhārata bhāgya vidhātā Jaya hey jaya hey jaya hey  
 Jaya jaya jaya, jaya hey

# From the Principal's Desk

**Dear Parents,**

On behalf of the School Board Members and Senior Management Team, it is my pleasure to provide you information about our school. This Organizer will give you the essential information that you need to know about the school and its operation. It contains policies, procedures, regulations, school calendar and other important information about the school. Please read it carefully and become familiar with it.

As the school year progress, parents will be kept informed of any changes, amendments, addition to and deletion from this Organizer. I encourage you to keep your copy of this for future reference and to incorporate changes if any. If you have any questions or concerns about this document or any other school related issues, please do not hesitate to contact the school.

We are very pleased that you have chosen to register your child with Dunes International School and look forward to working in partnership with you in future.

Thank you for your co-operation and continuous support. A School diary is provided to every student which is an excellent resource to plan and prepare their daily work program. Parents are encouraged to monitor the use of this diary and use it to communicate with the teacher(s), if necessary.

We are committed to excellence in all that we plan to do.

Our distinctive characteristic is underpinned by a strong commitment to students, to research and learn independently.

We value differences and cherish diversity. We aim at creating a teaching and learning environment that will allow all teachers and students to excel and flourish.

Through creativity, we inspire and motivate our staff and students to try innovative approaches and new experiences.

We are open to changes and will respond proactively to social needs and expectations.

We believe that compassionate partnership among the school board, management, staff, students and parents is essential for the success of all the work we do.

“How far you go in life depends on your being tender with the young, compassionate with the aged, sympathetic with the striving, and tolerant of the weak and strong. Because someday in life you will or have been all of these.” – George Washington Carver –

**Principal (Academics)**

# STUDENT'S PROFILE

PLEASE AFFIX  
PASSPORT SIZE  
PHOTOGRAPH

Name of the Pupil \_\_\_\_\_

Grade & Sec \_\_\_\_\_ Adm. No \_\_\_\_\_

Date of Birth \_\_\_\_\_ Blood Group \_\_\_\_\_

Bus No. \_\_\_\_\_ Boarding Point \_\_\_\_\_

Full Name of Father (In Block Letters) \_\_\_\_\_

Specimen Sign of Father \_\_\_\_\_

Full Name of Mother (In Block Letters) \_\_\_\_\_

Specimen Sign of Mother \_\_\_\_\_

Residential Address \_\_\_\_\_

Tel No (Res.) \_\_\_\_\_ Mobile No \_\_\_\_\_

Tel. Off. (Father) \_\_\_\_\_ (Mother) \_\_\_\_\_

Email: (Father) \_\_\_\_\_ (Mother) \_\_\_\_\_

Passport No. \_\_\_\_\_ Iqama No. \_\_\_\_\_

Siblings – Name & Class \_\_\_\_\_

Name & Class \_\_\_\_\_

Bus Number \_\_\_\_\_ Bus Driver's (Phone no): \_\_\_\_\_

Transport In charge (Phone no): **053 575 5284**

***We agree to abide by the rules and regulations of the school.***

Signature of the Parent: \_\_\_\_\_

Class Teacher's Name : \_\_\_\_\_

Student's House : \_\_\_\_\_

House In charge : \_\_\_\_\_

# INFIRMARY RECORD OF THE CHILD

(To be filled by the parent / guardian, in capital letters)

Age in years: \_\_\_\_\_

Height: \_\_\_\_\_

Weight: \_\_\_\_\_

Specific diseases

Suffered in the past: \_\_\_\_\_

Allergies, if any:

\_\_\_\_\_

## Immunizations:

Polio : Yes / No

DPT : Yes / No

Measles : Yes / No

DT : Yes / No

COVID-19 : Yes / No

Tetanus (With date of last vaccination):

\_\_\_\_\_

Any others:

\_\_\_\_\_

\_\_\_\_\_

Any other disease for which child is on regular medication:

\_\_\_\_\_

Name, address and phone no. of the family doctor

\_\_\_\_\_



## School Curriculum

### Skills and Knowledge

- ✿ To impart academic and social skills required by students in their daily activities.
- ✿ To give special significance to literacy and numeracy - our staff identifies this as a paramount need.
- ✿ To identify and cater to the needs of all the students.
- ✿ To prepare students for the next stage of education – capacitating them to enhance their learning experience through advanced teaching methods and syllabi.
- ✿ To equip students with the skills and knowledge needed to enhance their current and future lives.
- ✿ To structure teaching methods that meets the requirements of the students with an easy approach.
- ✿ To have a clear understanding of the performance-area goals and their achievements.
- ✿ To provide broad, balanced and relevant education that has diversity of content and learning methods.
- ✿ To foster curiosity and enquiring minds.

Our school aims to be a secure and welcoming environment that fosters progress, achievement, aspiration and the social skills to make use of abilities in a community. All the members of our school community should look for opportunities to further our aims by the example they set. So, we value rigorous academic standards, care and consideration.

The school values discipline in both work ethics and personal conduct and recognizes that a sense of justice and fairness is essential to this process. It recognizes that the promotion of a positive self-image is the key to raising both academic and social standards. To that end though, we recognize that constructive criticism is also necessary. We regard praise as the key to achieving high personal standards.

### Curriculum

To give a global perspective in all areas of development is the centerpiece of our school's education system. It provides a broad-based educational opportunity that develops students' understanding of various disciplines and languages and their ability to lead, participate and contribute in a rapidly changing global society. The school follows CBSE curriculum. CBSE (Central Board of Secondary Education) is a board that is universally recognized and accepted by institutions of higher learning throughout the world. The school is affiliated to the CBSE.

## **Foundation Years**

### **Kindergarten Section (KG1 – KG3)**

At the pre-primary level, our focus is on developing English language communication; Fine & Gross Motor skills; and Social and Emotional development. The introductory subjects include English, Mathematics and EVS. Second language option is given in KG 3, in order to have a proper understanding of it once they get promoted to grade 1. These are supported by regular activities and projects, art and craft, music, aerobics, yoga etc. The students are also introduced to basic computer skills. The learning experience, through play-way and audio-visual teaching methods, is made more fun and interactive.

### **Lower Primary (Grade I – II)**

School recognizes that students achieve their best when they feel safe, nurtured, welcomed, respected and included. We are committed to provide a healthy learning and working environment to support student success by promoting responsibility, respect, civility, academic excellence and good citizenship.

### **Upper Primary (Grade III – V)**

The curriculum emphasizes on overall skill development comprising of moral values and human ethics through Value Education and Islamic Studies. As these are the foundation years in a child's life, focus is laid in mainstream subjects like Math, Science, English, EVS, etc. through a child friendly education system.

### **Middle School (Grade VI – VIII)**

Middle school precedes the high school. It is the preparatory stage for the students to get ready for the challenges of life in terms of holistic and scholastic education. In addition to academic growth and development, emphasis is laid on overall physical and mental development through other co- curricular activities.

### **Secondary School (Grade IX – X)**

With the advent of senior grades, comes the responsibility of getting into the depths of pure academics. School provides a unique educational opportunity that offers a wide variety of programs to a diverse student population. Our goal, in partnership with parents and the community, is to develop our students' knowledge, skills and values in a safe learning environment and to challenge them to become independent lifelong learners and caring contributors in a global society.



## Subjects Offered

### Grades I – X

#### Grade I - III

##### Main subjects:

1. English
2. Second Language
3. Mathematics
4. Environmental Studies (Science & Social)
5. Islamic Studies / Value Education
6. Compulsory Arabic

#### Grade IV - V

##### Main subjects:

1. English
2. Second Language
3. Third Language
4. Mathematics
5. Environmental Studies (Science & Social)
6. Islamic Studies / Value Education
7. Compulsory Arabic

#### Grade VI - VIII

##### Main Subjects:

1. English
2. Second Language
3. Third Language
4. Mathematics
5. Science
6. Social Science
7. Islamic Studies / Value Education
8. Compulsory Arabic
9. Saudi Arabian Culture (Grade VI only)

#### LANGUAGE OPTIONS

##### Grade I – X

##### 2<sup>nd</sup> Language:

1. Hindi
2. Urdu
3. French

##### Grade IV - VIII

##### 3<sup>rd</sup> Language:

1. Urdu
2. French
3. Malayalam
4. Tamil
5. Telugu
6. Kannada
7. Marathi

#### Grade I - VIII

##### Auxiliary Subjects:

1. Computer Science
2. Art and Craft
3. General Knowledge
4. Qur'an/ Islamic Culture

## **Subjects Offered** **Grades IX – X**

### **Grade IX - X** **Main Subjects:**

1. English
2. Mathematics
3. Science
4. Second Language
5. Social Science
6. Islamic Studies / Value Education
7. Compulsory Arabic
8. Saudi Arabian Culture (Grade IX only)

### **Grade IX - X** **Auxiliary Subjects:**

1. Computer Science
2. Qur'an / Islamic Culture

**P.S**

1. Compulsory Arabic will be taught to all the students of grades I – VIII at Dunes as per the directions of the Ministry of Education, KSA.
2. Once the student has chosen his/her 2<sup>nd</sup> and 3<sup>rd</sup> language, no changes will be entertained in the language category, thereafter, throughout the schooling at Dunes.
3. Saudi Arabian Culture will be compulsory for students of grade VI and IX only.
  1. Following subjects will be taught compulsorily for all students.
    - a) Islamic Studies and Qur'an (for Muslims)
    - b) Value Education and Islamic Culture (for Non Muslims)
4. Auxiliary subjects will be evaluated once in a semester and will be gauged on a three point grading scale.

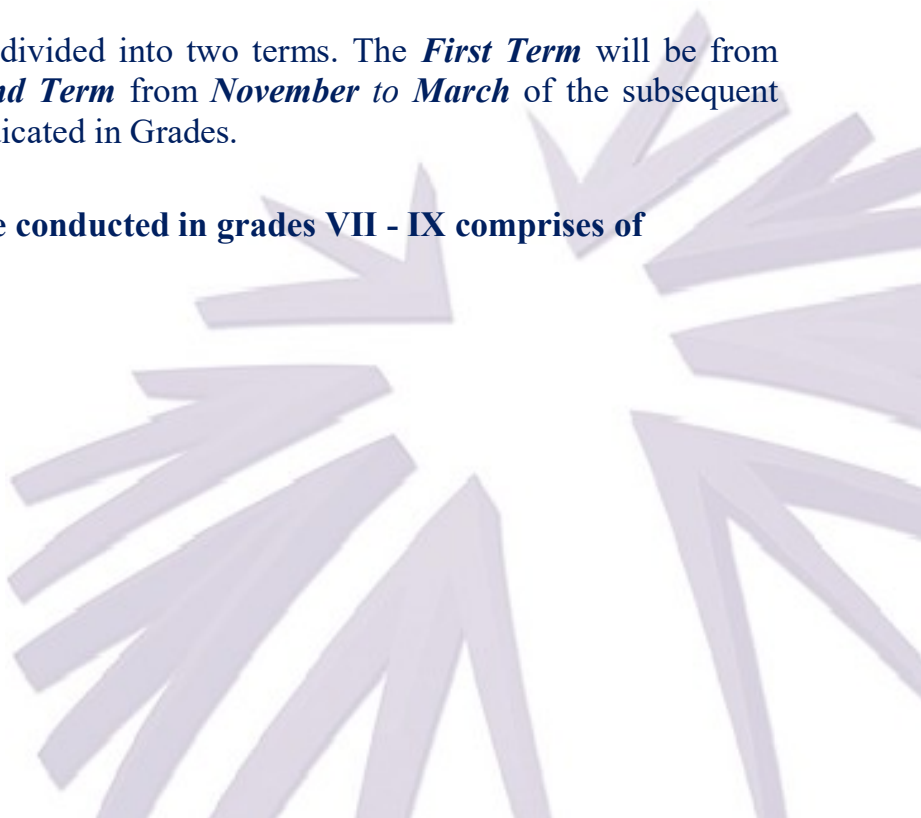
**SCHEME OF EXAMINATION & EVALUATION****Kindergarten section (KG1 – KG3)**

Students of KG1, KG2 & KG3 will be assessed on their day to day performance. No formal examination or test will be conducted for them.

**Primary and Upper Primary (Grades I and VI)****Middle Section, Grade (VII - IX)**

The academic year will be divided into two terms. The **First Term** will be from **April** to **October**, the **Second Term** from **November** to **March** of the subsequent year. Assessment will be indicated in Grades.

**The Two Assessments to be conducted in grades VII - IX comprises of**



## FIRST TERM

Type of Assessment	Weightage	Month	Term wise weightage
Homework and Classwork	5%	<b>April to October</b>	<b>100%</b>
Project / Portfolio	5%		
Periodic Assessment - 1	10%		
First Term Examination	80%		

## SECOND TERM

Homework and Classwork	5%	<b>November to March</b>	<b>100%</b>
Project / Portfolio	5%		
Periodic Assessment - 2	10%		
Second Term Examination	80%		

**Secondary Section, Grade (X)**

**The Two Assessments to be conducted in grade X comprises of:**

FIRST TERM			
Type of Assessment	Weightage	Month	Term wise weightage
Homework and Classwork	5%	April  to  October	100%
Project / Portfolio	5%		
Periodic Assessment - 1	10%		
First Term Examination	80%		
SECOND TERM (Pre- Board Exams)			
Type of Assessment	Weightage	Month	Term wise weightage
Homework and Classwork	5%	November  to  March	100%
Project / Portfolio	5%		
Periodic Assessment - 2	10%		
Second Term Examination	80%		

**PS: The CBSE Board will be conducting the final examination of 80 Marks in each subject. 10% of the whole year assessment in each subject will be considered by the board for the internal assessment. 5% of the evaluation will be for the projects/ lab practical's and remaining 5% will be from classwork and homework.**

## PROMOTION

1. Promotion of the pupil is granted on the basis of the whole year's performance; hence the regularity in attendance and work is essential.
2. A detailed report of students studying in lower primary and upper primary section will be given by the home room teacher during Parent – Teacher Interaction.
3. The following rules as directed by the CBSE will be strictly followed in all the classes.

Exam	Term-1	Term-2	Total
Percentage	50%	50%	100%

40 % aggregate marks should be obtained by the pupil to be promoted to the next grade.

#### **4. Promotion Policy in Grade IX – X**

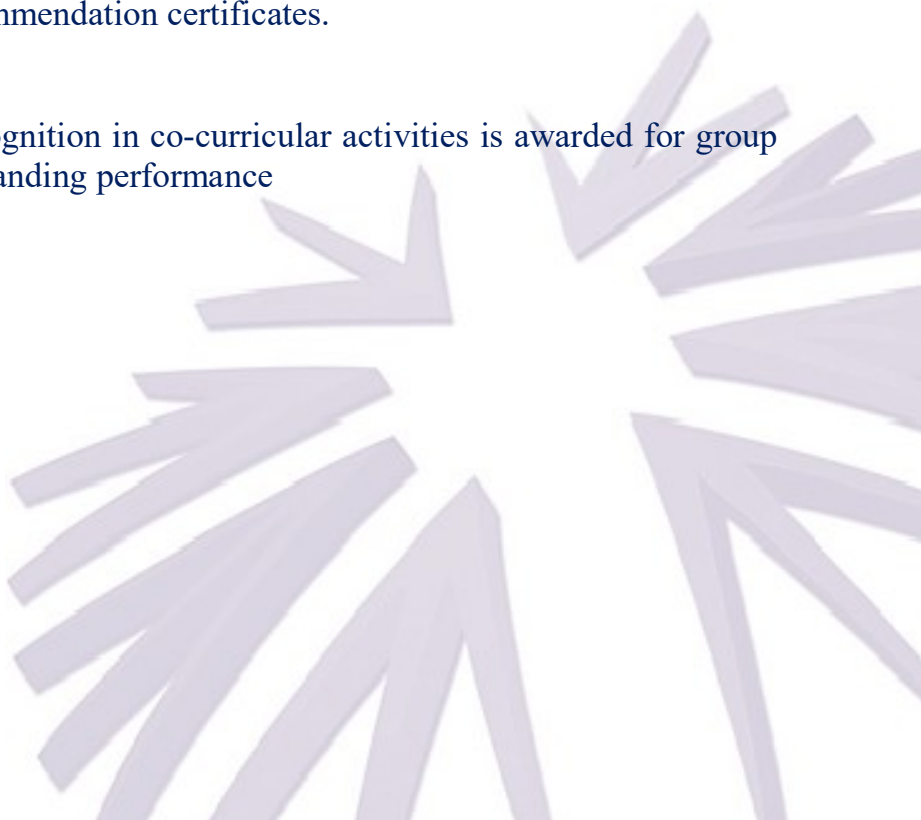
The guidelines given by the CBSE will be strictly followed. Two languages, Mathematics, Science & Social Science will be considered at par for the promotion purpose.

Consistent neglect of the academic work will be condoned. In view of the system of periodic tests and the year's average in determining eligibility for promotion, it will not be possible to hold makeup exams.

A student must secure overall 40% marks to seek promotion to the next class. It is mandatory to score minimum 35% marks (exclusively in theory) in each subject to be promoted to the next class, i.e. Grade X.

## AWARDS

1. The students of Grades I – V will be awarded a certificate of merit in various subjects.
2. Achievement Certificates will be awarded to the distinguished students who have secured 90% or more in their respective classes (All sections).
3. In case, a child does not appear for Summative Examination due to any reason, he/she will not be eligible for commendation certificates.
4. Prize / Certificate for recognition in co-curricular activities is awarded for group as well as individual outstanding performance







# ACADEMIC CALENDAR 2023-2024

## KG SECTION



BAIT AL SALAH  
INTERNATIONAL  
COMPANY

DUNES  
SCHOOL

Apr-23	May-23	Jun-23	Jul-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1	1 2 3 4 5 6	1 2 3	1
2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10	2 3 4 5 6 7 8
9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17	9 10 11 12 13 14 15
16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24	16 17 18 19 20 21 22
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30	23 24 25 26 27 28 29
30			30 31
Aug-23	Sep-23	Oct-23	Nov-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2	1 2 3 4 5 6 7	1 2 3 4
6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14	5 6 7 8 9 10 11
13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21	12 13 14 15 16 17 18
20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28	19 20 21 22 23 24 25
27 28 29 30 31	24 25 26 27 28 29 30	29 30 31	26 27 28 29 30
Dec-23	Jan-24	Feb-24	Mar-24
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2	1 2 3 4 5 6	1 2 3	1 2
3 4 5 6 7 8 9	7 8 9 10 11 12 13	4 5 6 7 8 9 10	3 4 5 6 7 8 9
10 11 12 13 14 15 16	14 15 16 17 18 19 20	11 12 13 14 15 16 17	10 11 12 13 14 15 16
17 18 19 20 21 22 23	21 22 23 24 25 26 27	18 19 20 21 22 23 24	17 18 19 20 21 22 23
24 25 26 27 28 29 30	28 29 30 31	25 26 27 28 29	24 25 26 27 28 29 30
31			31

<b>SR</b>	SCHOOL REOPENS Apr.02, 2023 / Apr.26, 2023 Aug.20, 2023 / Jan. 07, 2024	<b>SND</b>	SAUDI NATIONAL DAY Sept. 23 - Sept. 24, 2023	<b>WB</b>	WINTER BREAK Dec. 24, 2023 - Jan. 04, 2024
<b>RB</b>	RAMADAN BREAK Apr.16 - Apr.25, 2023	<b>IA</b>	INFORMAL ASSESSMENT Oct. 1 - Oct. 18, 2023 Feb. 25 - Mar. - 14, 2024	<b>EXB</b>	EXHIBITION Jan. 11, 2024
<b>PTM</b>	PARENT TEACHER MEETING Apr. 29, 2023 / Jun. 17, 2023 Oct. 28, 2023 / Mar. 19, 2024	<b>SD</b>	SPORTS DAY Nov. 23, 2023	<b>Car</b>	CARNIVAL Jan. 20, 2024
<b>SB</b>	SUMMER BREAK Jun. 22 - Aug. 17, 2023	<b>AD</b>	Annual Day Dec. 16, 2023	<b>SFD</b>	SAUDI FOUNDATION DAY Feb. 22, 2024

Please Note: Above mentioned dates are tentative and subject to change as per the prevailing situations.

in sync with future



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## ACADEMIC CALENDAR 2023-2024

## GRADES 1-6

BAIT AL SALAH  
INTERNATIONAL  
COMPANY

Apr-23	May-23	Jun-23	Jul-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1	1 2 3 4 5 6	1 2 3	1
2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10	2 3 4 5 6 7 8
9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17	9 10 11 12 13 14 15
16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24	16 17 18 19 20 21 22
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30	23 24 25 26 27 28 29
30			30 31
Aug-23	Sep-23	Oct-23	Nov-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2	1 2 3 4 5 6 7	1 2 3 4
6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14	5 6 7 8 9 10 11
13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21	12 13 14 15 16 17 18
20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28	19 20 21 22 23 24 25
27 28 29 30 31	24 25 26 27 28 29 30	29 30 31	26 27 28 29 30
Dec-23	Jan-24	Feb-24	Mar-24
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2	1 2 3 4 5 6	1 2 3	1 2
3 4 5 6 7 8 9	7 8 9 10 11 12 13	4 5 6 7 8 9 10	3 4 5 6 7 8 9
10 11 12 13 14 15 16	14 15 16 17 18 19 20	11 12 13 14 15 16 17	10 11 12 13 14 15 16
17 18 19 20 21 22 23	21 22 23 24 25 26 27	18 19 20 21 22 23 24	17 18 19 20 21 22 23
24 25 26 27 28 29 30	28 29 30 31	25 26 27 28 29	24 25 26 27 28 29 30
31			31

SR	SCHOOL REOPENS Apr.02, 2023 / Apr.26, 2023 Aug.20, 2023 / Jan. 07, 2024	SND	SAUDI NATIONAL DAY Sept. 23 - Sept. 24, 2023	WB	WINTER BREAK Dec. 24, 2023 - Jan. 04, 2024
RB	RAMADAN BREAK Apr.16 - Apr.25, 2023	AUX	AUXILIARY ASSESSMENT Sept. 25 - Sept. 28, 2023 Feb. 12 - Feb. 15, 2024	EXB	EXHIBITION Jan. 11, 2024
PTM	PARENT TEACHER MEETING Apr. 29, 2023 / Jun. 17, 2023 Oct. 28, 2023 / Mar. 19, 2024	T1,2	TERM EXAM Oct. 1 - Oct. 18, 2023 Feb. 25 - Mar. - 14, 2024	Car	CARNIVAL Jan. 20, 2024
PT1,2	PERIODIC TEST May. 30 - Jun. 08, 2023 Nov.26 - Dec. 06, 2023	SD	SPORTS DAY Nov. 23, 2023(Girls) Nov. 25, 2023(Boys)	SFD	SAUDI FOUNDATION DAY Feb. 22, 2024
SB	SUMMER BREAK Jun. 22 - Aug. 17, 2023	AD	Annual Day Dec. 16, 2023		

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# ACADEMIC CALENDAR 2023-2024

## GRADES 7-9



BAIT AL SALAH  
INTERNATIONAL  
COMPANY

DUNES  
SCHOOL

Apr-23	May-23	Jun-23	Jul-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1	1 2 3 4 5 6	1 2 3	1
2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10	2 3 4 5 6 7 8
9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17	9 10 11 12 13 14 15
16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24	16 17 18 19 20 21 22
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30	23 24 25 26 27 28 29
30			30 31
Aug-23	Sep-23	Oct-23	Nov-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2	1 2 3 4 5 6 7	1 2 3 4
6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14	5 6 7 8 9 10 11
13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21	12 13 14 15 16 17 18
20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28	19 20 21 22 23 24 25
27 28 29 30 31	24 25 26 27 28 29 30	29 30 31	26 27 28 29 30
Dec-23	Jan-24	Feb-24	Mar-24
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2	1 2 3 4 5 6	1 2 3	1 2
3 4 5 6 7 8 9	7 8 9 10 11 12 13	4 5 6 7 8 9 10	3 4 5 6 7 8 9
10 11 12 13 14 15 16	14 15 16 17 18 19 20	11 12 13 14 15 16 17	10 11 12 13 14 15 16
17 18 19 20 21 22 23	21 22 23 24 25 26 27	18 19 20 21 22 23 24	17 18 19 20 21 22 23
24 25 26 27 28 29 30	28 29 30 31	25 26 27 28 29	24 25 26 27 28 29 30
31			31

<b>SR</b>	SCHOOL REOPENS Apr.02, 2023 / Apr.26, 2023 Aug.20, 2023 / Jan. 07, 2024	<b>SND</b>	SAUDI NATIONAL DAY Sept. 23 - Sept. 24, 2023	<b>WB</b>	WINTER BREAK Dec. 24, 2023 - Jan. 04, 2024
<b>RB</b>	RAMADAN BREAK Apr.16 - Apr 25, 2023	<b>AUX</b>	AUXILIARY ASSESSMENT Sept. 25 - Sept. 28, 2023 Feb. 12 - Feb. 15, 2024	<b>EXB</b>	EXHIBITION Jan. 11, 2024
<b>PTM</b>	PARENT TEACHER MEETING Apr. 29, 2023 / Jun. 17, 2023 Oct. 28, 2023 / Mar. 19, 2024	<b>T1,2</b>	TERM EXAM Oct 1 - Oct 18, 2023 Feb. 25 - Mar. - 14, 2024	<b>Car</b>	CARNIVAL Jan. 20,2024
<b>PT1,2</b>	PERIODIC TEST May. 30 - Jun. 08, 2023 Nov. 26 - Dec. 06, 2023	<b>SD</b>	SPORTS DAY Nov. 23, 2023(Girls) Nov. 25, 2023(Boys)	<b>SFD</b>	SAUDI FOUNDATION DAY Feb. 22, 2024
<b>SB</b>	SUMMER BREAK Jun. 22 - Aug. 17, 2023	<b>AD</b>	Annual Day Dec. 16, 2023		

Please Note: Above mentioned dates are tentative and subject to change as per the prevailing situations.

in sync with future



## ACADEMIC CALENDAR 2023-2024

## GRADE 10



Apr-23	May-23	Jun-23	Jul-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1	1 2 3 4 5 6	1 2 3	1
2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10	2 3 4 5 6 7 8
9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17	9 10 11 12 13 14 15
16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24	16 17 18 19 20 21 22
23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30	23 24 25 26 27 28 29
30			30 31
Aug-23	Sep-23	Oct-23	Nov-23
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2	1 2 3 4 5 6 7	1 2 3 4
6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14	5 6 7 8 9 10 11
13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21	12 13 14 15 16 17 18
20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28	19 20 21 22 23 24 25
27 28 29 30 31	24 25 26 27 28 29 30	29 30 31	26 27 28 29 30
Dec-23	Jan-24	Feb-24	Mar-24
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2	1 2 3 4 5 6	1 2 3	1 2
3 4 5 6 7 8 9	7 8 9 10 11 12 13	4 5 6 7 8 9 10	3 4 5 6 7 8 9
10 11 12 13 14 15 16	14 15 16 17 18 19 20	11 12 13 14 15 16 17	10 11 12 13 14 15 16
17 18 19 20 21 22 23	21 22 23 24 25 26 27	18 19 20 21 22 23 24	17 18 19 20 21 22 23
24 25 26 27 28 29 30	28 29 30 31	25 26 27 28 29	24 25 26 27 28 29 30
31			31

<b>SR</b> SCHOOL REOPENS Apr.02, 2023 / Apr.26, 2023 Aug.20, 2023 / Jan. 07, 2024	<b>SND</b> SAUDI NATIONAL DAY Sept. 23 - Sept. 24, 2023	<b>WB</b> WINTER BREAK Dec. 24, 2023 - Jan. 04, 2024
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<b>PT1,2</b> PERIODIC TEST May. 30 - Jun. 08, 2023 Nov.26 - Dec. 06, 2023	<b>SD</b> SPORTS DAY Nov. 23, 2023(Girls) Nov. 25, 2023(Boys)	<b>SFD</b> SAUDI FOUNDATION DAY Feb. 22, 2024
<b>SB</b> SUMMER BREAK Jun. 22 - Aug. 17, 2023	<b>AD</b> Annual Day Dec. 16, 2023	

Please Note: Above mentioned dates are tentative and subject to change as per the prevailing situations.

## KINDERGARTEN SECTION

### Kindergarten Competitions – 2023-2024

	Competition	Date	Day
<b>KG 1</b>	Clay Modeling	13/04/2023	Thursday
	Fancy Dress	18/05/2023	Thursday
	Recitation	22/06/2023	Thursday
	Hand printing	7/09/2023	Thursday
	Handwriting	7/12/2023	Thursday
<b>KG 2</b>	Clay Modeling	13/04/2023	Thursday
	Fancy Dress	18/05/2023	Thursday
	Recitation	22/06/2023	Thursday
	Fuzzy friend (Show and tell)	07/09/2023	Thursday
	Talent show	12/10/2023	Thursday
	Collage Making	16/11/2023	Thursday
	Handwriting	07/12/2023	Thursday
	Story Characters	18/01/2023	Thursday
<b>KG 3</b>	Clay Modeling	13/04/2023	Thursday
	Fancy Dress	18/05/2023	Thursday
	Recitation	22/06/2023	Thursday
	I can sell anything	07/09/2023	Thursday
	Talent show	12/10/2023	Thursday
	Chef in me	16/11/2023	Thursday
	Handwriting	07/12/2023	Thursday
	Story Telling	18/01/2023	Thursday



## KINDERGARTEN SECTION

To inculcate the importance of different moral and social ethics, DUNES

KINDERGARTEN celebrates the following activities for the

Academic Year 2023-2024.

Month	Date	Activity KG1, KG2, KG3
April 2023	02/04/2023	First Day of School
	09/04/2023-13/04/2023	Welcome Week: Book mark making & Table mat preparation
	18/04/2023	<b>World Health Day</b>
May 2023	09/05/2023	<b>International Family Day</b>
	16/05/2023	International Traffic Day
June 2023	06/06/2023	<b>International Parent's Day</b>
	13/06/2023	<b>World Environment Day</b>
	20/06/2023	<b>World Food Safety Day</b>
<b>July &amp; August Summer Break-2023</b>		
September 2023	05/09/2023	<b>International Literacy Day</b>
	12/09/2023	<b>International Day for first Aid</b>
	19/09/2023	<b>Saudi National Day</b>
	26/09/2023	<b>International Day of Translation</b>
October 2023	03/10/2023	<b>World Animal Day</b>
	10/10/2023	<b>International Teacher's Day</b>
	17/10/2023	<b>Career Day</b>
	24/10/2023	<b>World Food Day</b>
November 2023	21/11/2023	<b>International Day of Islamic Art</b>
	30/11/2023	100 Days Celebration
December 2023	05/12/2023	<b>World Soil Day</b>
	12/12/2023	<b>International Arabic Language Day</b>
January 2024	09/01/2024	<b>World Education Day</b>
	16/01/2024	<b>International Customs Day</b>
	23/01/2024	Pizza Day
February 2024	06/02/2024	<b>Women's Day</b>
	13/02/2024	<b>Earth hour / World Water Day</b>
	20/02/2024	<b>Mother's Day</b>

## CO-CURRICULAR ACTIVITIES GRADE I,II & III

2023-2024

Date	Activities & Competitions
11 <sup>th</sup> April 2023	<b><i>World Health Day</i></b>
2 <sup>nd</sup> May 2023	<b><i>World Earth Day - Recycling Competition</i></b>
9 <sup>th</sup> May 2023	Free Hand Drawing Competition
16 <sup>th</sup> May 2023	<b><i>International Family Day - Collage Making Competition</i></b>
23 <sup>rd</sup> May 2023	<b><i>International Day for Cultural Diversity</i></b>
13 <sup>th</sup> June 2023	Memory Test Competition
20 <sup>th</sup> June 2023	<b><i>World Environment Day Clay Modeling Competition</i></b>
29 <sup>th</sup> August 2023	Story Telling Competition
5 <sup>th</sup> September 2023	<b><i>International Day for First Aid Day</i></b>
12 <sup>th</sup> September 2023	Class Chart Making Competition
19 <sup>th</sup> September 2023	<b><i>Saudi National Day Celebration</i></b>
24 <sup>th</sup> October 2023	Talent Show – Competition
31 <sup>st</sup> October 2023	<b><i>Teacher's Day Event</i></b>
7 <sup>th</sup> November 2023	English Handwriting Competition
14 <sup>th</sup> November 2023	Card Making Competition
21 <sup>st</sup> November 2023	Second Language – Handwriting Competition
12 <sup>th</sup> December 2023	<b><i>World Soil Day</i></b>
19 <sup>th</sup> December 2023	Fancy Dress Competition
16 <sup>th</sup> January 2024	<b><i>World Education Day</i></b>
23 <sup>rd</sup> January 2024	Salad Making Competition
30 <sup>th</sup> January 2024	Poem Recitation Competition
6 <sup>th</sup> February 2024	<b><i>Mother's Day</i></b>



## CO-CURRICULAR ACTIVITIES

### GRADE IV-VI 2023-2024

DATE	COMPETITION (GIRLS)	DATE	COMPETITION(BOYS)
3 <sup>rd</sup> April	Class Room Decoration	4 <sup>th</sup> April	Class Room Decoration
10 <sup>th</sup> April	<b>World Health Day</b>	11 <sup>th</sup> April	<b>World Health Day</b>
1 <sup>st</sup> May	<b>International Mother Earth Day</b>	2 <sup>nd</sup> May	<b>International Mother Earth Day</b>
8 <sup>th</sup> May	Story Telling Competition/ Activity	9 <sup>th</sup> May	Story Telling Competition/ Activity
15 <sup>th</sup> May	<b>International Family Day</b>	16 <sup>th</sup> May	<b>International Family Day</b>
22 <sup>nd</sup> May	Handwriting Competition/Activity	23 <sup>rd</sup> May	Handwriting Competition/Activity
12 <sup>th</sup> June	<b>World Environment Day</b>	13 <sup>th</sup> June	<b>World Environment Day</b>
19 <sup>th</sup> June	<b>World Father's Day</b>	20 <sup>th</sup> June	<b>World Father's Day</b>
21 <sup>st</sup> August	Essay Writing Competition/ Activity	22 <sup>nd</sup> August	Essay Writing Competition/ Activity
28 <sup>th</sup> August	Recycling Competition/Activity	29 <sup>th</sup> August	Recycling Competition/Activity
4 <sup>th</sup> September	Teacher's Day	5 <sup>th</sup> September	Teacher's Day
11 <sup>th</sup> September	Collage making Competition/ Activity	12 <sup>th</sup> September	Collage making Competition/ Activity
18 <sup>th</sup> September	<b>Saudi National Day</b>	19 <sup>th</sup> September	<b>Saudi National Day</b>
23 <sup>rd</sup> October	<b>World Animal Day</b>	24 <sup>th</sup> October	<b>World Animal Day</b>
30 <sup>th</sup> October	<b>World Science Day</b>	31 <sup>st</sup> October	<b>World Science Day</b>
6 <sup>th</sup> November	Spellathon Competition/Activity	7 <sup>th</sup> November	Spellathon Competition/Activity
13 <sup>th</sup> November	Children's Day	14 <sup>th</sup> November	Children's Day
20 <sup>th</sup> November	Talent Show Competition/ Activity/ Sports Day Practice	21 <sup>st</sup> November	Talent Show Competition/ Activity/ Sports Day Practice
10 <sup>th</sup> December	English Poem Recitation Competition/Activity	11 <sup>th</sup> December	English Poem Recitation Competition/Activity
17 <sup>th</sup> December	<b>Arabic Language Day</b>	18 <sup>th</sup> December	<b>Arabic Language Day</b>
8 <sup>th</sup> January	<b>World Soil Day</b>	9 <sup>th</sup> January	<b>World Soil Day</b>
15 <sup>th</sup> January	Master Chef	16 <sup>th</sup> January	Master Chef
29 <sup>th</sup> January	Regional Poem Recitation Competition/ Activity	18 <sup>th</sup> January	Regional Poem Recitation Competition/ Activity
5 <sup>th</sup> February	Elocution Competition	25 <sup>th</sup> January	Elocution Competition
19 <sup>th</sup> February	<b>Saudi Foundation Day/ World Education Day</b>	20 <sup>th</sup> February	<b>Saudi Foundation Day/ World Education Day</b>

## CO-CURRICULAR ACTIVITIES

### Grade VII – X 2023-2024

DATE	COMPETITION (GIRLS)	DATE	COMPETITION(BOYS)
5 <sup>th</sup> April	Classroom Decoration	6 <sup>th</sup> April	Classroom Decoration
12 <sup>th</sup> April	<b>World Health Day</b> / Poster Making Activity	13 <sup>th</sup> April	<b>World Health Day</b> / Poster Making Activity
26 <sup>th</sup> April	<b>International Mother Earth Day</b>	27 <sup>th</sup> April	<b>International Mother Earth Day</b>
3 <sup>rd</sup> May	Quran Recitation Contest /Value Education Contest	4 <sup>th</sup> May	Quran Recitation Contest /Value Education Contest
10 <sup>th</sup> May	<b>International Family Day</b> / Investiture Ceremony	11 <sup>th</sup> May	<b>International Family Day</b> / Investiture Ceremony
17 <sup>th</sup> May	<b>World Asthma Day</b> / Inter house Table Tennis Competition	18 <sup>th</sup> May	<b>World Asthma Day</b> / Inter house Table Tennis Competition
24 <sup>th</sup> May	<b>World Environment Day</b> / Cleanliness Drive Activity	25 <sup>th</sup> May	<b>World Environment Day</b> / Cleanliness Drive Activity
14 <sup>th</sup> June	<b>World Father's Day</b>	15 <sup>th</sup> June	<b>World Father's Day</b> / Inter House Chess Competition
23 <sup>rd</sup> August	Electronics Project or Robotics Activity / <b>World Health Day</b>	24 <sup>th</sup> August	Electronics Project or Robotics Activity / <b>World Health Day</b>
30 <sup>th</sup> August	<b>International Literacy Day</b> / Reading Literacy Activity	31 <sup>st</sup> August	<b>International Literacy Day</b> / Reading Literacy Activity
6 <sup>th</sup> September	Teacher's Day Celebration	7 <sup>th</sup> September	Teacher's Day Celebration
14 <sup>th</sup> September	<b>World Alzheimer's Day</b> / Placard Making Activity	15 <sup>th</sup> September	<b>World Alzheimer's Day</b> / Placard Making Activity
20 <sup>th</sup> September	<b>Saudi National Day</b> / Role Play Inter House Activity	21 <sup>st</sup> September	<b>Saudi National Day</b> / Role Play Inter House Activity
18 <sup>th</sup> October	Ad- Making Competition	19 <sup>th</sup> October	Ad- Making Competition
25 <sup>th</sup> October	<b>World Science Day for Peace and Development</b>	26 <sup>th</sup> October	<b>World Science Day for Peace and Development</b>
1 <sup>st</sup> November	Inter House Chess Competition	2 <sup>nd</sup> November	Inter House Foot Ball Competition
8 <sup>th</sup> November	Inter House English Debate Competition / Sports Day Practice	9 <sup>th</sup> November	Inter House English Debate Competition / Sports Day Practice
15 <sup>th</sup> November	Children's Day Celebration	16 <sup>th</sup> November	Children's Day Celebration
6 <sup>th</sup> December	<b>World Soil Day</b> / Inter House Badminton Competition	7 <sup>th</sup> December	<b>World Soil Day</b> / Inter House Badminton Competition
13 <sup>th</sup> December	<b>International Arabic Language Day</b>	14 <sup>th</sup> December	<b>International Arabic Language Day</b>
20 <sup>th</sup> December	Inter House Poem Recitation Competition	21 <sup>st</sup> December	Inter House Poem Recitation Competition
17 <sup>th</sup> January	Inter House Science Model & Projects Competition	18 <sup>th</sup> January	Inter House Science Model & Projects Competition
24 <sup>th</sup> January	<b>World Cancer Day</b>	25 <sup>th</sup> January	<b>World Cancer Day</b>
31 <sup>st</sup> January	Inter House Basketball	1 <sup>st</sup> February	Inter House Basketball

## HOUSE SYSTEM AND COMPETITIONS (Grades KG-X)

The School is divided into four houses recognised by four colours Sahara (Red), Arabian (Yellow), Thar (Blue) and Tabernas (Green). All students from grades KG to X are placed in one of these Houses.

Each House is headed by a House Captain and has Prefects. A member of the staff, assisted by several other teachers shall act as the House Master/Mistress. Points are awarded to the houses throughout the year for Inter-House Competitions in the extra - curricular activities, games and sports. At the end of the year, the house gaining the highest number of points is awarded the Dunes Trophy.

## SCHOOL RULES

### (General Rules)

1. Students must carry their Organizer to School every day with their photograph properly pasted and the complete identity information duly signed by the parent. The parents are expected to peruse the contents of the organizer and fill in the required entries on specified pages.
2. Students who come to School by their own transport must arrive the School before the morning bell rings.
3. Student's appearance must be tidy and they should be neatly dressed. The School uniform is to be worn every day and for all School functions. Students who are sloppily dressed or are not in the complete uniform will not be allowed to attend school.
4. Boys must get their hair cut at regular intervals. Girls must neatly make plaits or dress their hair according to the length.
5. Shouting or whistling is not allowed in the School premises/buses.
6. Students are expected to respect the property of others. This includes respect for School property. No student should damage any School furniture, write or draw anything on the walls or in any way damage things belonging to others. Damage done even by accident should be reported at once to the Class Teacher. Any damage done will be made good by the one who causes it. Anyone who notices something damaged, must report the matter even if he or she does not know who has done it.
7. Students are not permitted to bring any sharp instruments to School.

8. Students are advised to keep their classroom/school building/campus as neat as possible and throw leftovers into the dustbin only.
9. Lending or borrowing of money and other articles is not permitted.
10. The School is not responsible for any loss of goods. It is, thus, not advisable to bring valuable articles (such as expensive watches, jewellery, electronic gadgets etc) to School.
11. Students must observe polite standards wherever they go. They should always remember that the School is judged by the behaviour of its students. Students should always wish their teachers when they meet them. Use of foul language and bullying are punishable offences.
12. Students should have team spirit and a feeling of brotherhood among their fellow students. They should be enthusiastic and eager in their approach towards helping others.
13. The School reserves the right to suspend or take strict disciplinary action against a student whose performance in studies is constantly unsatisfactory or whose conduct is harmful to other students.
14. Parents and guardians should not visit their wards or teachers in the classrooms, without the permission of the Principal. As far as possible, once a child has come to school, he/she should not be asked to return home early.
15. The School provides education from Pre-Nursery to Grade X. It is the senior's duty to treat the juniors with love and affection and in turn the juniors should respect their seniors.
16. No student shall indulge in any of the following practices:
  - a. Spitting within the school premises.
  - b. Disfiguring or otherwise damaging any school property.
  - c. Smoking.
  - d. Any form of gambling.
  - e. Use of drugs or intoxicants.
  - f. Unruly and rude behaviour.
  - g. Use of violence in any form / groupism or vandalism.
  - h. Casteism, communalism or practice of untouchability.
17. The observance of rules of discipline of the School and good behaviour is an essential prerequisite for the students to continue in the School. In case any student violates the School rules or indulges in any form of indiscipline, strict action such as expulsion/suspension shall be taken against the student.



18. It is necessary for parents/guardians to keep track of the progress of their ward(s) by contacting their respective teachers on the specified PTM dates. They are requested to visit the school's website to follow up with the progress.
19. A child who is detained in a class twice will not be permitted to continue his/her studies in the school.
20. A student who uses unfair means during tests will be given zero in the subject and a warning letter. Repetition of the same will result in dismissal.
21. Students using the school bus should always maintain discipline in the bus . Bus facility will be withdrawn in case the student is found undisciplined.
22. Disobedience, indiscipline and arrogant behaviour will not be entertained.
23. Systematic and proper planning in terms of their academic excellence is expected from the students.
24. Students are strictly forbidden to wear any junk jewellery or accessories during school hours. They should be simple and decent in their outward expression. Students should avoid loitering around the school corridors or in any other part of the school premises.
25. Mobile phones are strictly prohibited during school hours. In case of any emergency, the student can call home from the School office only after taking permission from the School authorities.
26. Students are encouraged and advised to maintain a balance between their academic achievement and extracurricular activities.
27. If a student is injured during the school hours in the campus, the Doctor in charge will administer first aid at the infirmary immediately and all efforts shall be made to notify the parents immediately. All minor injuries will be treated at school unless the school is directed by the parents to do otherwise. Parents are required to keep school updated with the change in contact/phone numbers if any.
28. Any damage to school property will lead to fine/disciplinary action.
29. Direct criticism or complaints of faculty will not be entertained. In case of genuine grievances, the parents must see the Principal immediately on appointment.
30. The school reserves the right to add or amend school rules time to time.

## **RULES FOR ABSENTEEISM**

1. A student who has been absent on the previous day will not be allowed to enter the class without a letter from the parent, addressed to the Class Teacher, stating the reason of absence.
2. Parents must fill up the 'Record for Non-Attendance' for each day's absence from the School stating the valid reasons.
3. Students who have been medically unfit / sick must provide a medical certificate from their doctor on joining the school.
4. A student, returning to School after suffering from an infectious or contagious disease, must produce a doctor's certificate permitting him/her to further attend classes. Students suffering from the following diseases must observe the prescribed period of quarantine before returning to class-
  - a. Chicken Pox - till complete falling of the scabs
  - b. Cholera - till the child is completely well
  - c. Measles - two weeks after the rash disappears
  - d. Mumps - until the swelling has gone, about one month
  - e. Whooping Cough - six weeks
  - f. Jaundice - six weeks after recovery
  - g. COVID-19 - till the child is completely well
5. Students who require medical attention during school hours must be sent to the school clinic by the teacher with the clinical record in the organizer.
6. Repeated absence without leave or unexplained absence for more than six consecutive days renders the student liable to have his/her name struck off the rolls. Re-admission may be granted only after payment of a fresh admission fee.
7. All students are expected to attend School on the opening day after the vacations. Those absent because of sickness must present a medical certificate before entering the class.
8. It is compulsory for the students to complete 80% of the attendance in the year to make them eligible to sit for the final examination. The percentage, however, could be relaxed on medical grounds; but such students will not be eligible to receive any prizes.

## **LATE ARRIVAL IN SCHOOL**

The School gate is closed 10 minutes after the first bell.

A "Late Entry Slip" must be filled in the school office before the student goes to the class. Three late arrivals in a month would lead to a 'Put on Report Card'.

## EARLY EXIT

A Proforma available in the front office is to be filled by the parent and duly signed by the Principal, before 1:20 PM for Grades I to X and before 11:45 AM for the KG Section.

## WITHDRAWALS

1. One calendar months' notice in writing must be given before a pupil is withdrawn from the school. Whenever the child is withdrawn the fees for that particular term is to be paid. Even if the withdrawal is intended at the end of the academic session, one month's prior notice is mandatory.
2. Those who leave the School in May, must in all cases, pay the fees for the month of June and July.
3. Transfer certificates will not be issued until all dues of the School are settled.
4. Students can be asked to leave the School on the following grounds:
  - a. Indiscipline
  - b. Unsatisfactory progress in work
  - c. Detention or repeated detentions in a class.
  - d. Exceptionally prolonged illness

## DISCIPLINING

**Put on Report Card** – Being on "Put on Report Card" is a punishment used for unsatisfactory, careless and untidy work in academics. Typically, a student is given a report card, which he or she carries to class at school. After each lesson, the teacher in charge completes and signs on the card confirming the student's presence during the lesson and commenting on his or her attitude. In some cases, there will also be a place for a senior teacher and the student's parent or guardians to confirm that they have read the report at the end of each day. Different grades of report will be issued to the student, reflecting the seriousness of the punishment. A student may be placed on report for a fixed time period, such as a week, or until his/her behavior improves. Their parents may also voluntarily place them on report.

Serious offences which reflect adversely on a student's conduct (e.g. breaking bounds, disobedience, telling lies) can lead to the award of a Conduct Card which deprives the offender of availing of any privilege in the School for a week. She/ He is not allowed to attend any programme, picnic or outings or buy any food/ drinks from the canteen while on a Conduct Card. The award of three Conduct Cards in an academic year in quick succession may lead to the expulsion of the offender from the school on disciplinary grounds.



**Other forms of Disciplinary Measures** – The following shall be the disciplinary measures, which may be adopted by the School in dealing with all the students:

- a. Detention during the break.
- b. Fine
- c. Suspension
- d. Expulsion
- e. Written Detention

In case of gross indiscipline and misbehaviour, the Principal is authorised to take a decision about suspension/expulsion of a student from the school.

### **SCHOOL TRANSPORT**

Students can avail School Transport subject to the availability of seats. The routes of the School buses are drawn up once parents consult the transport in-charge with necessary details. It is not obligatory on the part of the school to provide transport to all the students desirous of this facility.

#### **BUS RULES**

1. All the students using the School bus are expected to be ready at the bus stop at least five minutes before the arrival time of the bus.
2. The buses will not wait for latecomers.
3. The children should stay away from the main road until the bus arrives.
4. No student should come near the entry door of the bus until it has made a complete stop.
5. All the students must occupy vacant seats immediately after boarding their buses.
6. When the bus is in motion, students must not move around in the bus and no part of their body should be outside the bus.
7. Objects of any kind must not be discarded inside or thrown outside the bus.
8. Students will be held responsible for any damage to buses caused by negligence or vandalism.
9. No student is allowed to eat or drink in the bus.
10. Unruly behaviour like shrieking and shouting is strictly prohibited. Courteous behaviour is expected at all times.
11. The driver's attention must not be distracted for any reason.
12. The student bus monitors are responsible for maintaining discipline in the buses. Any serious offence must be reported to the Principal.

## **SCHOOL BOOK SHOP**

Books and articles of stationery shall be issued by the school book shop as a set at the time of joining. Any requirements thereafter may be purchased by the parents/students from the bookshop.

For the purpose of uniformity, students are required to buy exercise books of the standard design, bearing the name of the school from the School Book Shop.

## **SCHOOL CAFETERIA**

Parents are advised to send proper tiffin for their wards daily

## **SCHOOL LIBRARY**

*"You are never alone when you're reading a book"*

*-Susan Wiggs*

- ☀ Silence should be observed at all times.
- ☀ Eating, drinking and playing inside the library is strictly prohibited.
- ☀ Students should not bring their bags, sports equipments, tiffins, water bottles etc. in the library.
- ☀ Treat the books and other materials with care.
- ☀ Books other than reference books are issued for one week. If the books are overdue, a fine of SR 1/- per day will be charged. Repeated late returns will result in the borrowing facility being withdrawn for one month.
- ☀ Books and other materials should not be taken out of the Library without permission from the Librarian.
- ☀ Students are not allowed to bring their personal books to the library.
- ☀ Writing, tearing pages or any form of defacement of books is strictly prohibited.
- ☀ Students should not leave the books on the table after using them. They should return them at the counter.
- ☀ Place the chairs back properly before leaving.

## GOOD PARENTING

To get the best from the school for your child, you are advised to maintain close contact with the school. We earnestly recommend that parents/guardians should look into their ward's organizer every day and see that the lesson and homework assigned for the day is done. The student should be encouraged to cultivate the habit of doing their work regularly and neatly. Remarks put down in the organizer should be seen and countersigned regularly.

It also includes:

1. Showing proper respect towards school authorities that includes Principal, Head Master, Head Mistress, Teachers and others.
2. Maintain the dignity of school in front of their children and masses.
3. Using sophisticated/decent language while interacting with teachers during PTMs and otherwise.

If you feel that your ward is not making the desired progress, the Class Teacher/Subject Teacher / Headmaster/ Headmistress / Principal may be contacted **with prior permission from the front desk.**

Children will not be allowed to go home during school hours. Parents are requested not to make any social engagements or medical appointments during school working hours. In order to ensure better discipline, parents are requested not to send their children to school on the day of any such appointments.

In case of any infectious disease at your home please report the fact at once and do not send your ward to attend the class until the infectious period is over.

As the medium of instruction is English, student should be helped and assisted to follow their work easily and intelligently by a certain amount of regular conversation in English at home. This will improve and enhance his/her communication skills.

### Additional Check list:

1. Check for haircuts, neatness of uniform and punctuality of your ward in the morning.
2. See that your ward carries books/exercise books according to the timetable for that day. No extra books are allowed.
3. See that your ward is prepared for the class tests, formative /summative exams
4. Encourage your ward to take a balanced interest in studies, co-curricular activities and sports.
5. Restrict daily pocket money. Excessive spending should be discouraged.
6. No student will be allowed to go home without the written permission of the Principal.
7. Your ward should be instructed to be careful about his/her belongings. Expensive articles such as mobile phones, MP3 players, laptops, iPods, calculators, etc.

Should not be brought to the School. Students are also not allowed to wear expensive jewellery to the School. In case of violation of this rule, the articles will be confiscated. The School bears no responsibility for any loss of such articles in the School.

8. If your ward is absent from School, he/she must make up for all the work missed by him/her.
9. If your ward is to leave the School campus during School hours, he/she must bring a letter explaining the reason and must obtain a gate pass from the Principal. This must be presented to the Class Teacher at the time of leaving.

10. All the parents are requested to impart Health Education so that they:

- a. maintain personal hygiene of their children such as trimming of nails and be neat on a regular basis
- b. To ensure that their child sleeps for at least eight hours daily.
- c. To ensure that the children bring their own water bottles from home.
- d. To ensure that they deworm their children at least once a year.
- e. Get dental and ophthalmic check-up every year by a dental surgeon and ophthalmologist respectively
- f. Immunise all children as per schedule given below:

- (i) Covid-19
- (ii) BCG
- (iii) Diphtheria
- (iv) Oral Polio
- (v) Measles / MMR
- (vi) DT at 5 years of age
- (vii) Tetanus booster dose to be given at the appropriate age and also to be given if injured.
- (viii) Typhoid
- (ix) Cholera
- (x) Hepatitis
- (xi) Meningitis

11. Students suffering from diseases such as Covid-19, Chicken Pox, Cholera, Measles, Mumps, Whooping-Cough and Jaundice must observe the prescribed period of quarantine as mentioned under the heading 'Rules for Absenteeism' in the Organizer.

12. Students suffering from infectious diseases such as Conjunctivitis, Dermatitis, Scabies, etc. should not be sent to School.

13. Students suffering from chronic diseases such as Asthma, Epilepsy, Rheumatic Heart Disease, etc. are advised to be under continuous Medical supervision of a Specialist. History of their illness must be filled up in the Organizer along with the treatment being taken.








# SCHOOL UNIFORM

All the students must come to School in the following School uniform. Parents are expected to ensure that their ward(s) are neatly dressed in School uniform before they leave home. The articles of school uniform may be purchased from the School Store.








## Winter

(15<sup>th</sup> of December till 15<sup>th</sup> of Feb)  
(Tentative)







### BOYS (Grade I to X)

-  Navy blue blazer (with school logo)
-  Full sleeves white shirt (with proper collar)
-  Grey trousers
-  Navy blue socks
-  School tie
-  School belt
-  Plain black leather shoes with laces/ Velcro

### GIRLS (Grade I to X)







-  Navy blue blazer (with school logo)
-  A line blue, red and white check pinafore
-  White and blue checks full sleeves shirt
-  Navy blue stockings
-  School tie
-  School belt
-  Plain black leather shoes with Velcro

### BOYS (Kindergarten)

-  Red T-shirt with school logo
-  Navy blue trousers
-  Navy blue socks
-  Black leather shoes with laces/ Velcro
-  Red sweater
-  Red blazer (with school logo)









## GIRLS (Kindergarten)

-  Blue tunic with red tie
-  School belt
-  Navy blue socks
-  Black leather shoes with Velcro
-  Red sweater
-  Red blazer (with school logo)





## SUMMER

(From the beginning of the session till 15<sup>th</sup> of December)  
(Tentative)

## BOYS (Grade I to X)

-  Half sleeves white shirt
-  Grey trousers
-  School belt
-  School tie
-  Navy blue socks
-  Plain black leather shoes with laces / Velcro

## GIRLS (Grade I to X)

-  Half sleeves white shirt
-  A-line blue and white check pinafore
-  Navy blue socks
-  Plain black leather shoes

## Uniform for Sports Activities (For Boys and Girls)

-  Navy blue track suits with school logo and name
-  T-shirts with collar (According to the House colour)

### NOTE:

1. For all children, boys and girls alike, the proper footwear in both summer and winter is black leather shoes. No shoes of any other colour or kind or other forms of heel-less or high-heeled shoes are permissible. PT shoes can be worn only during games or PT period.
2. All blazers and jerseys must be labelled with the child's name, class and section in order to enable the School to restore lost property to the rightful owner.

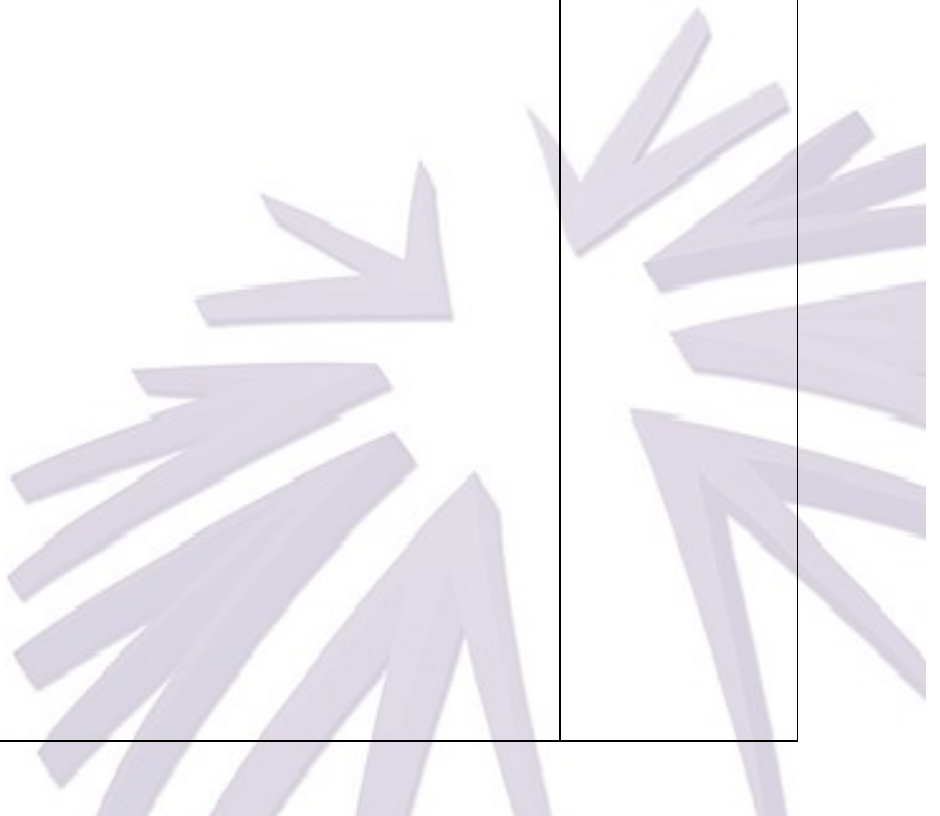
## STATEMENT OF EXPECTATION

### **Students at Dunes International School are expected:**

1. To take good care of their health.
2. To be friendly with others in and out of the school.
3. To avoid vulgarity or indecency in their conversation & speak in English in campus, buses and stops.
4. To accept whatever work is assigned to them as their rightful share and face difficulties courageously.
5. To be ready to lend a helping hand to their parents, brothers and sisters at home, teachers and companions in school.
6. To stand up when a teacher or visitor comes to talk to them.
7. Not to cheat or be unfair in studies and games.
8. Not to be cruel. They should know that cruelty is the trait of a bully, while kindness is the mark of a gentleman.
9. To be honest and truthful.
10. To respect the liberty and rights of others.
11. To maintain the neatness of the classroom and the school premises and report any damage they may observe.
12. Not to hesitate to say 'No' when asked or tempted to do something which they know/feel is wrong.
13. To look upon people of the world as their brothers/sisters irrespective of their colour or creed.
14. To be dedicated and devoted towards their studies and uphold the ethics, values and traditions of their culture or society.
15. To maintain the decorum and discipline of their school.
16. To strictly follow the code of conduct and guidelines as presented by the school authorities.
17. To be socially and morally responsible for their behaviour

## PARENT AND SCHOOL CONTACT RECORD

DATE	REMARKS	PARENT'S SIGN.



## PARENT AND SCHOOL CONTACT RECORD

DATE	REMARKS	PARENT'S SIGN.

## RECORD OF NON-ATTENDANCE

Application for leave and note on illness. Pupil will not be allowed to attend the school after absence even for a half day unless this record is filled by the Parent/ Guardian.

DATE OF ABSENCE	REASON	PARENT'S SIGN.	TEACHER'S SIGN.



DUNES  
SCHOOL

*in sync with future*

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# INFIRMARY VISITS

DATE	TIME	PURPOSE	CLINIC IN CHARGE	CLASS TEACHER

LATE ENTRY RECORD

DATE	REASON	PARENT’S SIGN.	TEACHER’S SIGN.

## BOOKS I HAVE READ

[illegible]

[illegible]



Mon	Tue	Wed	Thurs

[illegible]

Time Table

Days	1	2	3		4	5	B R E A K			6	7
Sun				B R E A K							
Mon											
Tue											
Wed											
Thurs											

Mon	Tue	Wed	Thurs

Days	1	2	3		4	5	B R E A K			6	7
Sun											
Mon											
Tue											
Wed											
Thurs											