



مدرسة المروج العلمية الخاصة  
Al Murooj Scientific Private School  
Since 1992

**Subject: Important Points to note for a safe return back to school**

Dear Parents,

Upon termination of this current academic year, we would have completed together one of the most challenging school years to date.. And you were, to us and to your children, best support in order to achieve a better future which is safer and more secure for us all.

We take this opportunity to thank you for your cooperation and commitment, which had the greatest impact to help us reach our academic goals within a safe environment for both teachers and students, since their safety is our top priority at all times.

We have recently taken many measures to make a sound decision towards students' physical and psychological safety. This comes prior to conducting questionnaires and surveying parents, administrators and teachers. The school has also implemented all ADEK guidelines ranging from sanitization and hygienic requirements while bearing the full financial burden in order to achieve the highest level of security and safety for all students.

We have also previously announced on various social media platforms that **the whole school will be re-opening and all educational processes implemented** to accommodate full student capacity, with reduction of school hours in order to keep pace with all preventative and sterilization measures of the premises and staff at all times. We are also committed to providing "Distance Learning" for students who are exempt from attending school in person due to temporary or permanent health issues (documented by medical certificates), while simultaneously applying all ADEK guidelines to ensure a safe return to school (as outlined in the brochure previously sent to you).

Below are some important points detailing our school's "Return Plan". We welcome any queries or practical suggestions.

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**First: School Timetable**

- The new academic year starts on Sunday 30/08/2020 for all classes except KG Section, which will be starting on the next Sunday 6/09/2020.
- The school day will start from 8:00 am (all students are expected to be present at the specified time, even those taking private transportation) in order to apply the health & safety regulations by non-contact temperature screening and sanitizing hands of all students and staff members. **The first period will commence at 8:30 am** and the school day will end at 1:10 pm, made up of a total of 6 periods daily (duration: 40 min each); including a morning break, continuous sterilization & hand washing stops throughout the school day.  
(Timetables will be handed out to all sections, outlining time & duration of morning break, and the bus timing)
- Students will be divided into three different morning break intervals to avoid crowds and mingling among them.
- Some classes will be allocated by distance learning daily from 5:00 pm to 7:00 pm for all stages to achieve an educational and psychological balance, maintain fitness, develop students' artistic talents. Each class will be given its daily schedule.

**Second: Safety & Security in classes, on campus & school buses**

- Student capacity per class will be reduced and new sections will be opened in order to achieve the required social distancing to protect students while maintaining their academic security.



- Commitment to social distancing between student desks, and compelling students not to change their seat or exchange it with another student.

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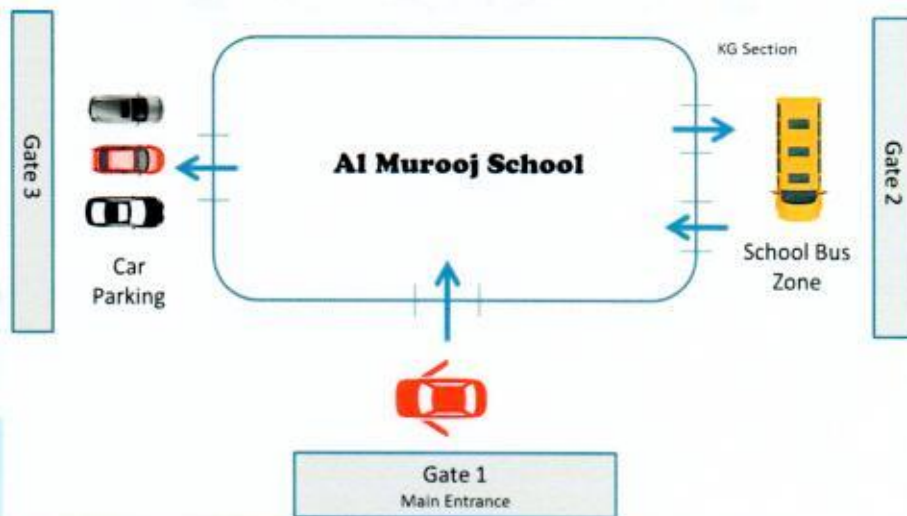
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- Each class has a hand-sanitizing dispenser at its entrance; students will be obliged to use it upon class entry and exit.
- For your safety, your child's and the safety of our employees, parents are prohibited from being present during the school day unless they took an appointment (by phone) prior to that.
- Students are prohibited from sharing equipment and stationery; therefore, they are urged to bring all required equipment daily.
- Commitment to wearing masks for all students (Grade One & above) and staff members, and to change them after the morning break.
- Continuous sanitization and cleaning of all classrooms, bathrooms and the school premises (including all facilities) throughout the day.
- In case a child has fever, they will immediately be transferred to the designated Quarantine Room, and parents contacted.
- Markers & labels will be installed to guide students on the correct paths, areas of movement, safe distancing, lining up, waiting, entry and exit from school.
- Assigning gates of exit and entry and ensuring each is used in one direction.

**Gate # 1:** Students morning drop-off to school premises (except for KGs)

**Gate # 2:** For school buses & KG students' drop-off area

**Gate # 3:** Students' pick up area (after school), parents are kindly requested to wait in their private cars and the school security will arrange to bring students from the waiting area



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- Temperature checks will be conducted before boarding the school bus in the morning and afternoon for everyone, commitment to hand sanitization, a seat will be allocated to each student for all trips to and from home (change of seat will not be allowed)
- The system of bus boarding groups will be applied at the end of the school day; and safe distancing and lining up will be maintained
- Attendance is compulsory during all modes of learning (face to face or distance learning). A student is marked absent if they fail to attend classes.
- Please refer to the circular sent by ADEK for all safety & health guidelines during the school day

**Our Dear Parents:**

For your safety, to keep you informed with the latest updates, and to strengthen the safe connections between the home and school, we have dedicated a special email to receive all correspondence and to send any documents or papers for the next stage:

[parentsalmurooj@gmail.com](mailto:parentsalmurooj@gmail.com)

through which we will respond to your queries and welcome your suggestions and comments, we kindly request you to check your email daily and read all attachments. Kindly note that regular communication will take place through SMS and via social media platforms to keep you posted with all updates whether academic or health-wise.

The school will be contacting you shortly regarding collection of books and school uniform.

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For further information or queries, please contact the following departments:

- Accounts Department – **Mr. Osama** 0552281785
- Transportation Department – **Mr. Mohammad** 0552276956
- Academic Affairs: KGs & Primary Stage – **Ms. Christine** 0501302366

Grades 4 to 12 & IGCSE – **Mr. Nazih** 0505121146

- Admin Affairs – **Mr. Masood** 0503821138  
**Mrs. Ruba** 0507920995
- Registration Department – **Ms. Ibtisam** 0503172929

Moreover, it is worth mentioning the significance of talking to your child regarding the necessity of following all instructions (health-wise & behavioral), emphasizing hand washing and sanitization, and wearing masks at all times. And from our part, we will be providing audio and video awareness sessions during the first week, teaching students correct sterilization and handwashing, training them to apply safe distances, and reading posters and brochures which are located in corridors. The responsibility is shared and our goals are one!

Thank you.. Looking forward to seeing you next year!!



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