

Dear Students & Parents,

Salaam. Greetings from the Middle & High School Principal !

- Please make sure your contact information(email & phone) is up to date with the school office : contact Mr Altaf (altaf@hawarschool.com)
- Watch for upcoming details on schedules, events, supply lists, and important dates sent via letters, SMS, admin notes or school website/instagram.
- Keep visiting the DC App (If not installed, please do so)to get updates regarding the academic, discipline & attendance details
- Every Thursday morning, I will be sending this weekly agenda with details for the upcoming week as email. If you have missed the email, please visit the school website -Weekly Plans - Middle school/High school

Let me share the most important updates for the Week beginning **11 October 2026**.

الترجمة: لغرض الترجمة يرجى استخدام هذا الرابط : <https://translate.google.com/>

WEEKLY AGENDA FOR THE WEEK BEGINNING

11 October 2026: [CLICK](#)

NOTES:

1. Please be informed the most important, BQA visit for the school is slated for the 12,13 & 14 of October. Kindly extend your wholehearted support by dropping the students on time & in full uniform. Let us work as one Team & get the desired results.
2. Please find in the link, **core subjects tests calendar** (Tests are starting on 18 October) : [CLICK](#). Please note that non core subjects assessments got over for Q.1.
3. As stated in the school calendar, after the Q.1. tests, students will get a week's holidays (23-31 October). **Q 1 Results** will be released on the 4th of November (Wednesday) and the first **PTC** is slated for 5th November, Thursday.
4. Please fill in the **PHOTO/VIDEO CONSENT** Form. [CLICK](#) If you have already filled in before, please ignore this.
5. Kindly be informed that we will be adhering to this **Discipline Handbook** : [CLICK](#) as approved by the MoE, for handling the disciplinary issues & further actions.
6. Grades 8,9 & 10 **IGCSE** Enthusiasts, please browse the guide in the link and revert back to our IGCSE Coordinator - Mr Neville, in case of clarifications required : [CLICK](#)
Q & A IGCSE : [CLICK](#) (You shall find answers to most of your queries in this link)
7. Tentative **Assessment Calendar & Planner**: [CLICK](#) (please note that without a valid medical excuse no student will be given a chance to reschedule the quiz, test or exam)

8. For late submissions such as projects, notebooks or assignments without medical evidence, marking will be aligned with the **late submission policy**. [CLICK](#)
9. Tentative **activities** List: [CLICK](#) (kindly encourage your child to participate in at least one of the activities) - Throughout the year activities could be added or reduced depending on the conditions.
10. Unfortunately, we have to wait until mid of October to receive the **chrome books**, until then kindly send a laptop/ipad as per teachers' request.
11. **Textbook** distribution has been over, if there are still students who did not receive the books, upon producing the payment receipt to the librarian, can collect the bundle.
12. We have started **MHS MATHS SUPPORT LESSONS** from 17 September for the failing students of last school year. Kindly avail this opportunity to support the students who are struggling with Math.

MOMENTS OF PRIDE/CELEBRATION

- We have chosen the Senior Committee, Student Council members, Little Supervisors & Little Counselors for the Middle & High School sections. We are proud of our leaders !

UPCOMING ACTIVITIES

1. MUN - HS - Interviews for the Assistant Heads - Ongoing
2. MUN - MS - Planning of the program - in process
3. Morning assemblies- Ongoing
4. Donation of 1000 trees, as part of Greener Bahrain- Vision 2030 is ongoing. Thanks to all The parents who came up with overwhelming support. The collection date is 15 October.
5. Afterschool clubs will start today - contact Ms Dalia, if you still have not enrolled.

COMMUNICATION PROCESS

- Kindly make sure you are contacting the teachers or supervisors **ONLY VIA EMAIL** in case of clarification or query.
- Please take appointments with the receptionist in advance to meet up with myself or any of the officers/teachers. Ph: 13 666 555

Principal - MHS: Ms Sajitha
PA: Ms Tabassum

Email: sajitha@hawarschool.com Ext: 6031
Email: tabassum@hawarschool.com Ext 6020

Supervisors:

Middle school Boys: Mr Mustafa
Middle school Girls : Ms Manal
High school Boys: Mr Raed
High school Girls : Ms Seham

Email : mustafa@hawarschool.com Ext: 6018
Email : manal@hawarschool.com Ext: 6012
Email : raed@hawarschool.com Ext: 6027
Email : seham@hawarschool.com Ext: 6037

Counselors:

Middle school Boys: Mr Yasser

Email: yasser@hawarschool.com

Middle school girls: Ms Abrar

Email: abrar@hawarschool.com

High school Boys: Mr Hassan Saad

Email: hassansaad@hawarschool.com

High school girls: Ms Rusol

Email: russel@hawarschool.com

ESU:

Head of ESU: Ms Maryam Al Banna Ext: 6008

Email: esu@hawarschool.com

If you need any assistance regarding the school G-Mail account OR Digital Campus, please contact Mr. Altaf: altaf@hawarschool.com

If you need any assistance regarding Textbooks, please contact Mr. Zaher:
zaher@hawarschool.com

Any query regarding school fees, kindly contact the school accounts office:
nawal@hawarschool.com

Thanks once again for your valuable support & cooperation,

Regards, Stay Safe & Good Luck!

Ms Sajitha Satheesh

Middle & High School Principal,

Email : sajitha@hawarschool.com, Phone: 13 666 555 (6031)