

Dear Students & Parents,

Salaam. Greetings from the High School Principal !

Let me share the most important updates for the upcoming week:

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



Enjoy the short break before Semester Two & we will warmly welcome you all on 3 February, Tuesday.

WEEKLY AGENDA FOR THE WEEK BEGINNING 3 - Feb 2026: [CLICK](#)

NOTES:

1. **Article** from the HS Boys Counselor : [CLICK](#)
2. **Tentative Planner** of Q.4, Sem 2 & Graduation for Grade 12 students (IB & Non IB) : [CLICK](#)
3. **Grade 12 Non-core subjects Test calendar** - [CLICK](#)
4. Please refer to the [Late Submission Policy](#) carefully & in case of clarifications required, please pen back to me. No submissions will be accepted after **29 January 2026**.
5. Please note that we have revised our **Awards criteria** for grades 1 to 12. Please browse through this document to know all details of the award criteria for each grade level, especially Grade 12 Honour selection criteria. [CLICK](#)
6. **Early Exit from the school** : We have noticed that many students are picked early , especially on Thursdays though we are running classes & assessments at school. Kindly furnish valid documents, such as: medical appointment, emergency details, flight details in case of travelling etc to the supervisors/ receptionist to avoid any

inconvenience & easy exit of the students in need. **Kindly avoid such pick-ups so students can focus on their studies.**

UPCOMING ACTIVITIES

1. **GREEN SCHOOL DRIVE** : After the successful Green School drives such as , “Say No to Plastics”, KG & HS gardening project, PS & HS gardening project and HS Eco smart campus project, HIS will be participating in two interschool Sustainability contests organized by Nidukki & BSSP.
2. **FEBRUARY ACTIVITIES** : [CLICK](#)

PAST ACTIVITIES

No activities were scheduled last week due to the Semester End exams.

DOCUMENTS FOR REFERENCE

1. **Formative assessments** Grading Breakdown, **Revised** Date blocks and Weightage for the full academic year : Grades 9 to 12 (MS & ESU) : [CLICK](#)
2. Career Booklet: [CLICK](#)
3. Awards Policy : [CLICK](#)
4. School Calendar 2025-26: [CLICK](#)
5. Bell Timings: [CLICK](#)
6. Class Timetables: [CLICK](#)
7. Presentations that were shared during the Online orientation on 28 Aug : IB, IELTS, Career Programs : [CLICK](#)

COMMUNICATION PROCESS

- Kindly make sure you are contacting the teachers or supervisors **ONLY VIA EMAIL** in case of clarification or query.

Principal - HS: Ms Sajitha
PA: Ms Mahreen

Email: sajitha@hawarschoolo.com Ext: 6031
Email: mahreen@hawarschool.com Ext 6020

Supervisors:

High school Boys: Mr Raed Inayah
High school Girls : Ms Seham Shaker

Email : raed@hawarschool.com Ext: 6027
Email : seham@hawarschool.com Ext: 6037

Counselors:

High school Boys : Mr Hassan Saad
High school girls: Ms Abrar

Email: hassansaad@hawarschool.com
Email: abrar@hawarschool.com

ESU:

Head of ESU: Ms Maryam Al Banna

Email: esu@hawarschool.com (6008)

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

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