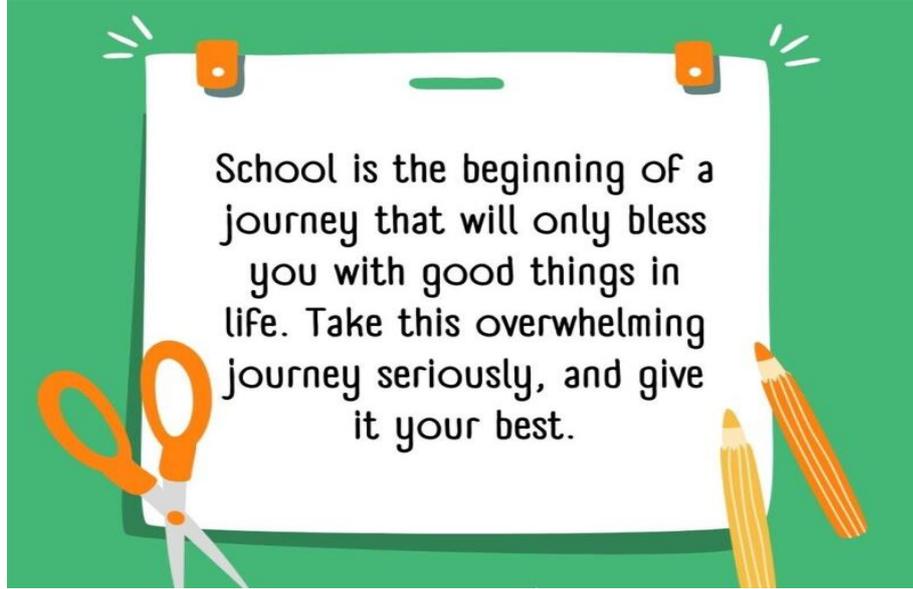


Dear Students & Parents,  
Salaam. Greetings from the High School Principal !



Let me share the most important updates for the Week beginning 7 September 2025

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

## WEEKLY AGENDA FOR THE WEEK BEGINNING 7 -11 September 2025: [CLICK](#)

### **NOTES:**

- 1. Principal's Letter with School Operation details : [CLICK](#)**
- 2. Principal's letter with details of Arrival & Dismissal procedure: [CLICK](#)**
- 3. Presentations that were shared during the Online orientation on 28 Aug :  
IB, IELTS, Career Programs : [CLICK](#)**

### UPCOMING ACTIVITIES

- 1. Morning assemblies on Mondays (HS Boys) & Wednesdays (HS Girls) at the gym.**  
Timing: 7: 10 - 7:30 AM.  
Kindly ensure the students are dropped on time so they can get all updates during the assembly.
- 2. Student council election** on the 18th of September (More details will be shared via google classrooms)

## DOCUMENTS FOR REFERENCE

**School Calendar 2025-26:** [CLICK](#)

**Bell Timings:** [CLICK](#)

**Class Timetables:** [CLICK](#)

## 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 Email address:

**Principal - HS:** Ms Sajitha  
6031

Email: [sajitha@hawarschool.com](mailto:sajitha@hawarschool.com) Ext:

PA: Ms Mahreen  
6020

Email: [mahreen@hawarschool.com](mailto:mahreen@hawarschool.com) Ext

### Supervisors:

High school Boys: Mr Raed Inayah

Email : [raed@hawarschool.com](mailto:raed@hawarschool.com) Ext: 6027

High school Girls : Ms Seham Shaker

Email : [seham@hawarschool.com](mailto:seham@hawarschool.com) Ext: 6037

### Counselors:

High school Boys : Mr Hassan Saad

Email: [hassansaad@hawarschool.com](mailto:hassansaad@hawarschool.com)

High school girls: Ms Abrar

Email: [abrar@hawarschool.com](mailto:abrar@hawarschool.com)

### ESU:

Head of ESU: Ms Maryam Al Banna

Email: [esu@hawarschool.com](mailto: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](mailto:altaf@hawarschool.com)

If you need any assistance regarding Textbooks, please contact Mr. Zaher: [zaher@hawarschool.com](mailto:zaher@hawarschool.com)

Any query regarding school fees, kindly contact the school accounts office: [nawal@hawarschool.com](mailto: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](mailto:sajitha@hawarschool.com), Phone: 13 666 555 (6031)**