

### OWN TRANSPORT ARRANGEMENTS

Dear Parents,

We are delighted to welcome our students back to **in-person learning**, and we are pleased to share that the transition has been smooth. We thank you for your continued cooperation and support. You would have already received Own Transport details from the respective class teachers yesterday.

Further to the note received from the class teacher please find outlined below the **own transport pick up and drop off timings and dispersal details**.

#### Own transport timings-Primary Campus

##### Arrival Timings:

All students are required to report to school between 7:00 am and 7:30 am, enabling the school to start punctually at 7:30 am (Monday – Friday).

**Please do not drop-off the children at school earlier than 7 a.m.**

##### Dispersal Timings:

Please ensure that you collect your child at the designated timings mentioned below:

- **Monday to Thursday –**
  - **KG – Grade 5 students** using their **own transport** must collect their ward between **1:30 p.m. and 2 p.m.**
- **Friday Timings -**
  - **KG – Grade 5 students** using their **own transport** must collect their ward between **10:45 a.m. and 11:15 a.m.**

#### Rooms Assigned for Own Transport (OT) students – Primary Campus

Kindergarten OT Rooms ( Monday to Friday ) 2026-27		
Name of the Supervisor In charge	Sections	OT Room
Ms. Winnieta Romell	KG1A-O	KG1 C
Ms. Radha Madhukar	KG1 P- Cc	KG1 D
Ms. Pearl Gomes	KG2 A-O	KG2 Cc
Shaniah Rodricks	KG2 P- Dd	KG2 Dd

OT Rooms – Grades 1 to 5 ( Monday to Friday ) 2026-27			
Grade	Name of the supervisor in charge	Sections	OT Rooms
Grade 1	Ms. Zahra	1A-1L	Grade1 A & B
	Ms. Venecia	1M-1W	Grade1 C & D
Grade 2	Ms. Prachi	2A -2K	Grade1 K & L
	Ms. Hannah	2 L -2 U	Grade1 M & N
Grade 3	Ms. Fatima	3 A to 3 H	KG1 R
	Ms. Nicolette	3 I to 3 Q	KG1 Q
Grade 4	Ms. Saffura	4 A to 4 L	KG 2 Z – Boys
	Ms. Pratima	4 M to 4 W	KG2 Bb – Girls
GR 5	Ms. Iffat	5 A to 5 S	KG 2 Y – Boys KG2 Aa – Girls

## **Own transport timings-Secondary Campus**

### **Arrival Timings:**

All students are required to report to school between 7:00 am and 7:30 am, enabling the school to start punctually at 7:30 am (Monday – Friday).

**Please do not drop-off the children at school earlier than 7 a.m.**

### **Dispersal Timings:**

Please ensure that you collect your child at the designated timings mentioned below:

- **Monday to Thursday –**
  - **Grades 6 to 11 students using their own transport must collect their ward between 2 p.m. and 2.30 p.m.**
- **Friday Timings -**
  - **Grades 6 to 11 students using their own transport must collect their ward between 10:50 a.m. and 11:20 a.m.**

## **Rooms Assigned for Own Transport (OT) students- Secondary Campus**

<b>OT Rooms – Grades 6 to 11 ( Monday to Friday ) 2026-27</b>		
<b>Grade</b>	<b>Name of the supervisor in charge</b>	<b>OT Rooms</b>
<b>ALL GRADES (GIRLS)</b>	Ms. Viny Agnes	Second Language room 1 – Gate 7
	Ms. Merina James	
<b>ALL GRADES (BOYS)</b>	Ms. Liyakatha Ali	Activity Room – Gate 7

**Important Note: In the event of an alert while picking up your child / children from the OT rooms, you need to follow the advice of the OT teacher or Supervisor who will guide you to the nearest shelter zone.**

Thank you for your support and cooperation as always.

Warm regards,



**Asha Alexander** أشا ألكسندر

**Principal** مديرة المدرسة

**Executive Leader - Climate Change** الرئيس التنفيذي - تغير المناخ