



2/2/2022

Dear IPS-J Families,

I hope that this email finds you well.

Here are a few updates I would like to share with you:

Home School Communication

Since the pandemic started, my staff have been in constant communication with our families and students from early morning to midnight and for many of our families it has become an expectation that we are always available to answer phone calls and messages. As you know, my staff too have families to take care of and we must honor each other's personal times. As a result, we implemented the following communication guidelines to ensure our teachers and administrative staff have a balanced work/family life.

Communication by Phone & WhatsApp Messages

Our staff members are expected to answer parent phone calls and WhatsApp messages during working hours only. Please note that phone calls and WhatsApp messages will not be answered after 5 p.m. on weekdays and not on weekends.

Communication by Email

Our staff members are expected to answer emails within 24 hours or less. They are not expected to answer emails over the weekend. Attached you will find the contact list of the school representatives.

COVID Related Issues

As you can see from KHDA's response below, students are expected to come to school unless they meet the 3 criteria (1. Prior approval from DHA & KHDA due to chronic illness; 2. Tested Positive; 3. Close Contact). For further clarifications and possible questions, please click on this [link](#) to see the Q & A document .

Fridays Face-to-Face Instruction

We received many inquiries/requests from our families to move Friday classes online. I contacted KHDA and received the following information:

Please note that 4.5 days must be fully implemented as Fridays are also considered as a normal school day which must be face to face learning for all students without any exemptions. Only qualified/eligible students who meets the 3 criteria initially communicated could be allowed to go on DL as the Dubai Government directives.

Thank you for your support and understanding.

Warmest regards,



مدرسة الاتحاد الخاصة - جميرا
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