

# SRI LANKAN SCHOOL MUSCAT

P.O. Box : 2433  
Ruwi, Postal Code : 112  
Sultanate of Oman  
Tel. : 00968 24811005 / 24811006  
Fax : 00968 24811003  
e-mail : principal@sism.edu.om  
Website : www.sism.edu.com



# المدرسة السريلانكية مسقط

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الرمز البريدي : ١١٢  
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بريد الكتروني : principal@sism.edu.om  
الموقع على الإنترنت : www.sism.edu.com

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23 September 2012

## Chairman's Circular 4

Dear Parents,

The Board warmly welcomes all the staff members, students and parents for the new academic year 2012/13. We also take this opportunity to welcome all our new parents and children who joined to the Sri Lankan School family. Furthermore, the newly joined staff members are also warmly welcomed to our family and wish a very productive stay in the Sri Lankan School Muscat. We are confident that the new staff members will make a positive contribution to the school and deliver results exceeding the expectations of the Board and the general parents. The year ahead will be yet another challenging one. The Board have decided to theme the year as 'Year of Glory' during which we will strive to achieve the best standards and results in education and co-curricular activities. Towards achieving this objective the School will plan various activities which will be communicated to you in due course.

### 1. Progress of extension building

The building committee under the guidance of Mr H M S Bandara, former Chairman of the Board made its best efforts to complete the construction work and have the new extension building ready for use prior to the commencement of the new academic year. However, due to various reasons such as delays in regulatory approvals, public holidays and shortened work hours during the holy month of Ramadan, the construction work was negatively affected. We are hopeful that the new extension building to be ready by beginning of October 2012. All our efforts are focussed to monitor the progress of the construction. Due to this delay the School is currently operating with limited space. To maximise the limited resources available to the school we were compelled to take some temporary measures which may have caused inconvenience to the staff and students. We kindly request the parents to endure these difficulties in good spirit while we make our best efforts to minimise such inconveniences. We regret the difficulties faced by the staff, students and parents during this temporary period.



## **2. Selection of members to the Parents Committee**

In terms of section 3.2.2 of the Constitution of the School, we are pleased to invite all the parents to School main hall on **25<sup>th</sup> September 2012 at 8.00 p.m.** to select their representatives to the Parents' Committee (PC) year 2012/13. As you are aware the Parents' Committee plays a vital role in the School operational process. It is the constitutional body which bridges the parents and the Board. The PC will be responsible to bring to the notice of the Board, suggestions for improvements, inform weaknesses in the class rooms, assist the Board in its efforts to upgrade infrastructure of the School, helping the School to improve its finance, etc. The Board on the other hand, would endeavour to make necessary policies and procedures that ensure smooth functioning of the School and achieving the expectations of the parents. A member of the PC is a very important individual who represents the parental community with a view to establishing an appropriate educational environment to the students of the School. In the recent past the PC was working hand in hand with the Board which reaped several benefits for the School. Especially during the organization of the '**Mega Event**', the support given by the PC 2011/12 was remarkable. The Board would like to note its appreciation to the outgoing PC for its valuable contribution towards the betterment of the School. We appreciate constructive criticism which will pave the path for mutual benefit.

In view of the foregoing, we are confident that all the parents would rally around us on the selection date which would allow us to formulate yet another solid team in the PC which could be complementary to the Board in its efforts to achieving the objectives of 'Year of Glory'. Once again we humbly request all of you to be present on **25<sup>th</sup> September 2012** at this very important event of the School calendar.

## **3. Renovations to the existing building**

As evident from the external and internal appearance of the School, during the summer vacation the Board put lot of efforts to improve the state of the School building with a view to developing the image of the School. The Board collectively, with the help of a few voluntary parents made focused efforts to give a new look to the building and make necessary changes within the building to optimize the use of space and the resources. During this effort we were able to add few more accommodation units within the building which will reduce the accommodation costs of the school. Further, the Board also is taking necessary action to upgrade the main hall of the School within its budgetary constraints. Some of these maintenance works were commissioned after several years. It is prudent to note that these improvements we have made to the interior and the exterior of the existing buildings will bring about immense long term benefits to our students that far exceed the short term adverse effect it will have on the finances of the school. We request the parents to educate the children and stress the importance of protecting the assets of the school so that the future generations of the school can benefit from these improvements we are making. We expect to maintain a high level of cleanliness and greenery around the School. We kindly request the parents to reflect on this thought and assist us to achieve this objective.

## **4. On-going review of policies and procedures**

The Board as expected by the constitution of the School contemplates that availability of appropriate policies and procedures is the foundation for transparency and equality. The apex

responsibility of the Board is to ensure establishment of appropriate policies and procedures of the School. In view of this responsibility, the Compliance Committee of the Board with the co-operation of other sub committees, will be revising all existing policies in the School and upload the revised policies to the website on an on-going basis. In this process we will ensure that we address the concerns expressed by the parents frequently, eliminate any flaws or injustice, and minimize procedural weaknesses, if any. The Board would like to reiterate that it greatly value the transparency, fairness and equality in its decision making process at all times. The School management has been instructed to strictly follow the policies and procedures to achieve these objectives.

#### **5. Meeting the Board**

In some occasions the parents had indicated us that they did not have opportunity to meet the members of the Board to share their grievances. I am glad to inform you that since the 1<sup>st</sup> circular of the Hon Chairman of the Board, during **Saturdays from 6.00 p.m. to 8.00 p.m.** one of the members stayed in the Board room to meet the parents to listen to their grievances. Without undermining the constitutional procedures where the relationship of parents and PC is established, we would like to inform you that you can reach the Board during this allocated time in future too. Furthermore, parents can write to the Board if they wish to using the following email:

[chairmanbod@sism.edu.om](mailto:chairmanbod@sism.edu.om)

We wish a very prosperous academic and sporting year ahead to all our staff, students and parents and expect a year full of good results.

On behalf of Board of Directors

  
K K Lalith Kumara

Hon. Chairman