

The British School - Muscat

'An Outstanding School' - Inspectors 2009

Founded under Royal Charter, 1973



Dear Parents

Most of you are familiar with our termly requests for verification of the details we hold for you on our database and also our need to identify future available space as early as possible. In the next few days we will be sending you the usual questionnaire via your youngest child. We would be grateful if you could look out for the form in his / her school bag and complete and return it to us as quickly as you possibly can.

Contact Details

It is important to ensure that the contact details we and our class links hold for you are as up-to-date as they possibly can be. Please review your details and make any necessary corrections.

Text Messages and Emails

As part of the School's communication efforts, we maintain a database of GSM numbers online so that we are able to effectively communicate with parents by text should the need arise. Our default option is to send any text message to the mother's GSM number. However, should you wish another GSM number to be used please indicate this on the form.

In addition, as part of a drive to improve efficiency and help the environment, we now send out communications to parents by email rather than in paper form. As we can only use one email address per family, please ensure that you stipulate to which email address you wish these communications to be sent.

School Fees

The School appreciates that the payment of tuition fees can be a greater burden for some parents more than others. In order to accurately quantify this we would be grateful if you would complete the fee payment survey section on the form.

Waiting Lists

As you know, we now have waiting lists in all Year Groups and whilst we do not wish to lose any of you, I am sure you will understand how stressful it is for those waiting to hear if their children have places in the School.

May we therefore ask you to let us know your position by completing the appropriate section of the questionnaire. If you are unsure, please rest assured that we would not give away your child's place without written confirmation from you but it is very helpful to know where a space may appear in the future. To this end, a brief explanation and likely decision date would be greatly appreciated.

By way of a reminder, please note that it is necessary to give written notice four weeks before the end of the term in which your child is leaving. The refund of the Contributory Deposit is dependent upon this notice being given as well as the return of any books or other resources belonging to the School.

Please could we ask you to help us by ensuring that the questionnaire is returned to us no later than Saturday 23rd January – or if your child is currently on a school trip, as soon as possible thereafter.

Yours sincerely
Deirdre Selway
Registrar