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المديرية العامة للمدارس الخاصة
مكتب المدارس الدولية

المختم

الفاضل/ رئيس مجلس إدارة المدرسة الهندية مستط وفروعها

تحية طيبة،،، وبعد،،،

الموضوع: اللائحة الداخلية للمدرسة الهندية

بالإشارة إلى رسالتكم بتاريخ ٢٠١٠/١٠/٣٠ بشأن اعتماد اللائحة الداخلية للمدرسة الهندية .

نود إفادتكم باعتماد الوزارة لللائحة الداخلية للمدرسة المرفقة طي رسالتكم المشار إليها أعلاه ويبدأ العمل وفقها منذ تاريخ اعتمادها .

وتفضلوا بقبول فائق الاحترام،،،

صديقة بنت عبد المجيد بن عبد الله اللواتية

نائبة مدير مكتب المدارس الدولية



Sultanate of Oman
Directorate General of Private Schools
O.I.S. 477
Office of the International Schools
Date: 28/11/2010

To

The Chairman of the Indian Schools in Muscat and its branches

Dear Sir,

Subject: The Internal Regulations of the Indian Schools.

With reference to your letter dated on 30/10/2010 regarding approval of the Internal Regulations of the Indian Schools, we would like to inform you that the Ministry has approved the Internal Regulations of your schools submitted with above letter. These Bye-Laws shall be implemented from the date of approval.

Kind Regards,

**SEDDEQA BINT ABDUL MAJEED BIN ABDULLAH AL LAWATIYA
DEPUTY DIRECTOR OF THE INTERNATIONAL SCHOOLS DEPARTMENT**



المندوبين التعليميين
سلطنة عمان
INDIAN SCHOOLS
SULTANATE OF OMAN

مجلس إدارتي
BOARD OF DIRECTORS

26 February 2011

The Principals,
Indian Schools Muscat, Wadi Kabir, Ghubra, Darsait, Seeb, Mabella,
Nizwa, Sohar, Sur, Salalah, Ibra, Ibri, Jalan, Rustaq, Muladha, Khasab
and Buraimi.

Dear Sir / Madam,

Sub: Bye-Laws of Indian Schools.

A copy of Bye-Laws of Indian Schools approved vide MoE letter dated 28 November 2010 is enclosed. It is requested that same be kept in your charge for reference purposes.

A copy has already been sent to the Presidents and Promoters (ISWK and ISG) of your school.

Please, have the copy collected from BoD office.

With best wishes,

M Abraham
Edn. Advisor



Encl: As above

PART A

4 The Management and the Board

4.1 Management

The Schools shall be governed by the Board assisted by

- (a) the School Management Committees; and
- (b) the School Administration.

The Promoter Schools shall be governed by the respective Promoters.

4.2 Period of Membership

The term of each Board shall be for a period of two years commencing from 1 April of the year in which Board Elections are conducted. The first Board formed as per the election process in article 4.9 shall have its term for a minimum period of two years. The date from which that Board takes charge to the 31 March of the following year would be ignored for the purpose of calculation and the Board would be allowed to continue to function for a complete term of two years from the following 1 April. However, the subsequent Boards would strictly adhere to two years term.

4.3 The Functions of the Board

The Board shall, among other things:

- (a) be the authority responsible for representing the Schools before the Ministry.
- (b) complete all tasks that involve liaising with the Ministry and other relevant authorities on behalf of the Schools.
- (c) facilitate the integrated development of educational and other facilities for the Schools in the Sultanate, and outline policies and guidelines for the management and administration of the Schools.
- (d) set up the School Management Committees in accordance with the procedure outlined at Article 5.6.
- (e) monitor the overall operation of the Schools in order to ensure the financial viability of each School. The Board may take timely action if, in its opinion, the viability of a School is at risk. Such action may include, in the extreme case, suspension of the School Management



Committee and assuming the functions of such School Management Committee on an interim basis.

- (f) guide and assist the School Management Committee in any other matter as the Board deems appropriate.
- (g) approve the appointment, dismissal, premature retirement or resignation of Principals and Vice-Principals of all Schools.
- (h) set minimum standards for the proper governance and administration of the Schools and ensure that the educational needs of the students are met as per the requirement of the Indian and/or International Authority as the case may be, and the local laws.
- (i) appoint the auditors for the Board and for all Schools other than Major and Promoter Schools, review the auditor's annual reports and take appropriate action.
- (j) arbitrate in any dispute between or within the School Management Committee in accordance with Article 5.22.
- (k) appoint the Education Advisor to the Board.
- (l) carry out any other function or operation that the Board considers to be appropriate and necessary to achieve the objectives outlined in the Bye-laws, whether or not such functions have been expressly mentioned herein, provided that they may be reasonably inferred.
- (m) permit the School Management Committees to function independently, subject to the restrictions as outlined in these Bye-laws.
- (n) submit to the Ministry of Education a yearly report of its work at the end of every year and any other information sought.
- (o) submit to the Ministry of Education copies of the audited balance sheets and income and expense statements in accordance with regulations of the Ministry of Education.
- (p) plan additional schools and infrastructure to meet educational demands.

