



(Grades Office Hours)

Respected Parents ,

Regarding the importance of the communication between the school and the parents, the school will assign certain times for each teacher to be available to answer your questions by phone. So we are happy to provide you all the information you need on the school's land line **(011 2815456)** according to the following timetable :

Subject	Teacher	Classes	Day	Time	Ex.
Admin	T.Dalia	School principal	Mon.	7:00 – 8:00 0545630317	
	T. Rania	Academic Manager	Mon.	7:40 – 8:20	108
English	T.Shaimaa	Coordinator 4-8 & Gr.8	Wed.	9:00 – 9:40	113
	T.Walaa	Coordinator 1-3 & Gr.2A	Thurs.	10:45 – 11:25	113
	T.Sana	1A – 1D	Thurs.	9:00 – 9:40	113
	T.Aya	1B – 1E	Thurs.	7:40 – 8:20	113
	T. Manar	1C – 1F	Thurs.	10:00 – 10:45	113
	T.Shaimaa	2D – 5A	Tues.	10:00 10:45	113
	T.Reem	2B – 2C	Mon.	8:20 – 9:00	113
	T.Esraa	3A – 3C	Thurs.	11:25 – 12:00	113
	T.Doa'a	3B – 3D	Tues.	11:25 – 12:00	113
	T.Dina	4A – 4B	Mon.	6:55 – 7:40	113
T.Aziza	6-7	Thurs.	8:20 – 9:00	113	
Math	T.Zahra	Coordinator (7A - 8A)	Tues.	12:15 – 12:55	106
	T. Nesrin	GR.6 – 5 – 4A -4B	Sun.	9:00 – 9:40	106
	T. Amany	Gr.3	Tues.	8:20 – 9:00	106
	T.Yasmin	Gr.2	Thurs.	6:55 – 7:40	106
	T.Maggie	Gr. 1C – 1F	Mon.	12:15 – 12:55	113
	T. Sidra	Gr. 1A -1B-1D-1E	Wed.	8:20 – 9:00	106
Science	T. Sherwit	5-6-7-8	Wed.	6:55 – 7:45	113
	T. Somia	4A- 4B – 3A -3B -3C	Wed.	12:15 – 12:55	113
	T. Raghad	2A – 2B – 2D – 3A & Gr5	Sun.	12:15 – 12:55	113
	T. Maggie	Gr.1B – 1D	Mon.	12:15 – 12:55	113
	T. Reham	Gr. 1A – 1C -1E – 1F	Mon.	10:00 – 10:45	113

Arabic	T.Abeer	Coordinator & 7A -8A	Mon.	9:00 – 9: 40	113
	T. Manal	Gr.4A- 4B – 5A- 6A	Mon.	10:45 – 11:25	113
	T. Alia	Gr.3	Sun.	10:45 – 11:25	113
	T. Abeer	Gr.2	Tues.	10:45 – 11:25	113
	T. Rehab	Gr. 1B-1D	Wed.	10:00 -10:45	113
	T.Samar	Gr.1A-1C-1E-1F	Sun.	10:00 – 10:45	113
Islamic	T. Roqaia	Coordinator & 7A -8A	Tues.	6:55 – 7:40	113
	T. Asmaa	Gr.4-5-6	Mon.	11:25 – 12:00	113
	T. Wejdan	Gr.2A -Gr.2D - Gr.3A -3B -3D	Tues.	9:00 – 9:45	113
	T. Rehab	Gr.2B -Gr.2C	Wed.	10:00 -10:45	113
	T. Hafsa	Gr.1C -1F -3C	Sun.	7:40 – 8:20	113
	T. Thoria	Gr.1A-1B-1D-1E	Wed.	11:25 – 12:00	113
F	T. Esraa	Coordinator Gr4 – Gr8	Sun.	11:25 – 12:00	113
	T. Rasha	Gr.1C- 1F - Gr.2 & Gr.3	Sun.	6:55 – 7:40	113
	T. Nahla	Gr.1A- 1B	Tues.	10:45 – 11:25	113
Com	T. Donia	Gr.3-8	Tues.	7:40 - 8:20	102
	T.Bothina	Gr.2	Sun.	8:20 - 9:00	102
	T.Asfa	Gr.1	Thurs.	12:15 – 12:55	102
Doctor	Dr. Safinaz	The school doctor	Available	112	
	T. Gawzaa	Social worker	Available	109	
Observers	T.Lobna	Gr1/2/3 girls	Available	106	
	T.Mashaal	Gr4/5/6/7/8 girls	Available	113	
	T.Uhoud	Boys' section	Available	109	

Notes :

- ** Kindly remember that the most convenient channel to contact the school is the student's diary .
- **Kindly try to be committed to the timing mentioned above . In case you miss the office hour for a teacher , just leave your number and the teacher will call you back in her free time.
- ** The Parent has only 5 minutes to talk to the teacher to give other Parents a chance to call the teacher .
- ** In case you want to have a meeting with any member of the school staff , you have to fix an appointment through the phone first from **Sunday to Wednesday.**
- ** The school will not take an action for any call on the teachers' personal phones or the administration's employees personal phones
- ** For further help you can contact the school reception **ex. 105** and Mrs. Mariam the school vice principal on mobile number **0545630317** as well.
- ** **This timetable is not valid for the exams , trips and activities` days**

We hope to always meet your expectations

Thank you