



المدرسة الهندية الجديدة
NEW INDIAN SCHOOL

NIS IN – PERSON REOPENING & SAFE OPERATIONS POLICY 2026-2027

Signed

Principal

: 

Date : 18/04/2026

Reviewed By

: Governing Body | SLT

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New Indian School, RAK
IN - PERSON Reopening and Safer Operations Policy

Academic Year 2026–2027
(Aligned with UAE MOE Guidelines)

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1. Introduction

- New Indian School reaffirms that the safety, wellbeing, and protection of all students and staff remain the foremost priority at all times.
- The school has undertaken comprehensive preparations to ensure a safe, stable, and structured return to in-person learning in alignment with UAE Ministry of Education guidelines.
- This policy ensures continuity of education while maintaining a secure and well-regulated learning environment across all school operations.
- The framework balances educational requirements with safety considerations and establishes standardised preventive and operational procedures.
- The policy further ensures institutional readiness, compliance with official directives, and the protection of both physical and psychological wellbeing of students.

2. Policy Statement

- New Indian School adopts a comprehensive and proactive operational framework for in-person learning that prioritises prevention, preparedness, and effective response to emerging situations.
- The school ensures full compliance with UAE Ministry of Education regulations and RAK DOK directives at all times.
- All stakeholders, including school leadership, staff, students, and parents, share responsibility for maintaining a safe and disciplined learning environment.
- The policy promotes accountability, transparency, and consistency in the implementation of all safety and operational procedures.

3. Background

- The UAE Ministry of Education has established a structured and systematic framework for the safe resumption of in-person education across all institutions.
- This framework emphasises preventive measures, operational consistency, and the organisation of workflows to ensure safety and continuity.
- New Indian School has adopted and contextualised this framework to align with its operational environment and regulatory expectations.
- The policy ensures readiness to respond effectively to evolving situations and directives issued by relevant authorities.

4. Purpose

- The purpose of this policy is to establish clear and comprehensive guidelines for the safe reopening and continuous operation of the school.
- The policy ensures that preventive measures are implemented effectively and that operational procedures are standardised and clearly understood.
- It aims to maintain a safe, inclusive, and structured learning environment while ensuring uninterrupted delivery of academic programmes.

5. Scope

- This policy applies to all students from Kindergarten to Grade 12, all teaching and non-teaching staff, school leadership, parents, and authorised visitors.
- It governs all school operations, including classroom activities, transportation, assemblies, extracurricular activities, and digital platforms.
- The policy also applies to any situation that may impact the safety, wellbeing, or continuity of education within the school environment.

6. Core Principles of Safe Operations

- The operational framework of the school is based on the principles of prevention, proactive preparedness, and structured response to any emerging situations.
- The school ensures full compliance with all directives issued by the Ministry of Education and relevant authorities.
- Safeguarding students is recognised as a shared responsibility among all stakeholders, including staff and parents.
- All procedures are implemented with efficiency, accountability, and transparency to ensure continuous delivery of educational services.

7. Mode of Learning

- New Indian School operates in a fully in-person mode of learning, ensuring that all students attend school physically on a daily basis.
- The mixing of in-person and distance learning within the same class is not permitted unless officially approved under exceptional circumstances.
- All teaching and learning activities are conducted within the school premises under the supervision of qualified staff.

8. Entry, Arrival, and Dismissal Procedures

- Students are required to report to school before 7:25 AM to ensure timely and orderly entry into the premises.
- Gate 2, Gate 3, and Gate 4 will be closed at 7:30 AM, and Gate 1 will be closed at 7:35 AM to maintain discipline and punctuality.
- Gate 1 and Gate 2 are designated for students arriving by private transport, Gate 3 is designated for bus students, and Gate 4 is designated for Kindergarten students.
- Assembly will commence at 7:40 AM and will be conducted in a controlled and organised manner within classrooms or designated safe areas.
- Staff members will be deployed at entry and exit points to ensure smooth movement, prevent congestion, and maintain safety at all times.

9. Health and Safety Measures

- The school implements comprehensive health and safety measures to ensure the wellbeing of all students and staff throughout the school day.
- Continuous monitoring of student health is carried out, and any student displaying symptoms of illness is immediately isolated and managed appropriately.
- The school maintains a clean and hygienic environment through regular cleaning, sanitisation, and proper ventilation of all facilities.
- Staff members are responsible for ensuring that all safety protocols are strictly followed and that any concerns are reported immediately.

10. Classroom Operations

- Classroom activities are conducted in a structured and controlled manner to ensure effective teaching, learning, and student safety.
- Teachers maintain discipline, supervise students continuously, and ensure appropriate seating arrangements are followed.
- Movement within classrooms and across school areas is regulated to minimise unnecessary interaction and maintain order.

11. School Transport Safety

- The school ensures that all transport services operate in a safe and controlled manner for all students.
- Students are required to follow assigned seating arrangements, and bus attendants supervise behaviour throughout the journey.
- Any safety concerns or incidents during transportation must be reported immediately and addressed in accordance with school procedures.

12. Communication with Parents

- The school maintains clear, transparent, and consistent communication with parents regarding all operational procedures and expectations.
- Parents are fully informed of all regulations and are required to acknowledge and accept the school's operational guidelines.
- Effective communication channels are established for both routine updates and emergency situations to ensure timely information sharing.

13. Roles and Responsibilities

13.1 School Principal

- The School Principal shall be fully responsible for the overall implementation, monitoring, and compliance of the In-Person Reopening and Safe Operations Policy within the school.
- The Principal shall ensure that all procedures align with UAE Ministry of Education and RAK DOK directives and that the policy is implemented consistently across all departments.
- The Principal shall establish a structured internal system defining roles and responsibilities for all staff members in relation to safety and operations.
- The Principal shall ensure that adequate resources, staffing, and infrastructure are in place to support safe school operations.
- The Principal shall oversee communication with regulatory authorities and ensure timely reporting of compliance and incidents.
- The Principal shall lead emergency response planning and ensure readiness to transition to alternative modes of learning when required.

13.2 Vice Principal

- The Vice Principal shall support the Principal in the implementation and day-to-day operational management of the policy.
- The Vice Principal shall monitor adherence to entry, exit, classroom, and safety protocols across the school.
- The Vice Principal shall coordinate with Heads of Departments, teachers, and support staff to ensure consistency in implementation.
- The Vice Principal shall oversee student discipline, safety monitoring, and operational compliance during school hours.
- The Vice Principal shall ensure that all staff are adequately trained and aware of their responsibilities under this policy.

13.3 School Counsellor / Psychologist / Inclusion Team

- The School Counsellor shall play a key role in ensuring the psychological wellbeing of students during in-person operations.
- The Counsellor shall monitor student behaviour, emotional health, and adjustment to in-person learning.

- The Counsellor shall provide counselling sessions, intervention strategies, and support plans where necessary.
- The Counsellor shall collaborate with teachers, parents, and leadership to ensure a supportive environment for all students, including Students of Determination.
- The Counsellor shall assist in managing stress, anxiety, or behavioural concerns arising from changes in learning environments.

13.4 Teachers

- Teachers shall be responsible for maintaining discipline, safety, and structured classroom environments at all times.
- Teachers shall ensure that all students adhere to entry protocols, classroom rules, and safety measures.
- Teachers shall continuously monitor student wellbeing and report any concerns immediately to the school leadership or counsellor.
- Teachers shall ensure effective implementation of seating arrangements and controlled movement within classrooms.
- Teachers shall maintain accurate records of attendance, behaviour, and incidents.
- Teachers shall communicate regularly with parents regarding student wellbeing, behaviour, and academic progress.

13.5 Support Staff (Administrative, Security, Bus Attendants, Cleaners)

- Support staff shall ensure that all safety and operational protocols are implemented across the school premises.
- Security staff shall manage entry and exit procedures, ensuring controlled access and monitoring of gates.
- Bus attendants shall ensure student safety during transportation, supervise behaviour, and report incidents promptly.
- Cleaning staff shall ensure regular sanitisation of classrooms, facilities, and high-contact areas.
- Administrative staff shall maintain records, coordinate communication, and support operational processes.

13.6 Health and Safety Officer / School Nurse

- The Health and Safety Officer shall monitor health protocols and ensure compliance with hygiene and safety standards.
- The School Nurse shall monitor student health, identify symptoms of illness, and manage isolation procedures when required.
- The Health and Safety Officer shall maintain health records and ensure proper documentation of incidents.
- The team shall coordinate with external health authorities when necessary.

13.7 Parents and Guardians

- Parents and guardians shall ensure that their child is medically fit and ready to attend school daily.
- Parents shall adhere to school protocols related to entry, exit, communication, and safety requirements.
- Parents shall promptly respond to school communications and attend meetings when requested.
- Parents shall support the school in reinforcing discipline, safety awareness, and behavioural expectations at home.
- Parents shall provide signed acknowledgements confirming their understanding and acceptance of school policies.

13.8 Students

- Students shall comply with all school rules, safety measures, and operational procedures at all times.
- Students shall maintain discipline, respect others, and contribute to a safe learning environment.
- Students shall follow entry, classroom, and transport protocols without deviation.
- Students shall immediately report any health concerns or unsafe situations to staff members.
- Students shall demonstrate responsibility, cooperation, and respect towards school property and individuals.

13.9 External Authorities (MOE / RAK DOK / Health Authorities)

- External authorities shall conduct inspections and monitoring to ensure compliance with approved guidelines.
- Authorities shall provide directives, updates, and guidance for safe school operations.
- The school shall cooperate fully with all inspections and implement recommendations promptly.

14. Emergency Response and Unstable Situations

- In any situation classified as unstable by authorities, the school will immediately implement necessary safety measures.
- This may include transitioning to remote learning and suspending in-person operations as required.
- The resumption of in-person education will only take place upon receiving official approval from relevant authorities.

15. Oversight and Compliance

- The school is subject to inspection visits by the Ministry of Education and relevant authorities to ensure compliance with all guidelines.
- All procedures are documented and maintained for verification, and any recommendations provided are implemented promptly.

16. Record Keeping

- The school maintains comprehensive records of attendance, health monitoring, incidents, and communication with parents.
- These records ensure accountability, support compliance, and contribute to continuous improvement of school operations.

17. Policy Compliance

- Compliance with this policy is mandatory for all members of the school community.
- Non-compliance may result in disciplinary action in accordance with school regulations and UAE laws.
- The school reserves the right to take necessary actions to ensure the safety and wellbeing of all individuals.

18. Policy Clarification

- Any clarification regarding this policy may be obtained from the school administration.
- In cases of ambiguity, the directives issued by the UAE Ministry of Education and RAK DOK shall take precedence.

19. VERSION CONTROL

| Version | Date | Description of Changes | Approved By | Next Date of Review |
|----------------|---------------|---|--------------------|----------------------------|
| 1.0 | 18 April 2026 | Initial policy development aligned with RAKDOK guidelines | Principal | 28 March 2027 |