



المدرسة الهندية مسقط

INDIAN SCHOOL MUSCAT

(Affiliated to the Central Board of Secondary Education, New Delhi. Affiliation No. 6130001)

ص.ب: ٢٤٧٠، روي، الرمز البريدي: ١١٢، سلطنة عمان، هاتف: ٢٤٧٨٤٠٩٧، ٢٤٧٨٤٠٦٩، ٢٤٧٨٤٠٥٥، ٢٤٧٠٢٥٦٧، فاكس: ٢٤٧٩٤٩١٩
P.O. Box: 2470, Ruwi, Postal Code: 112, Sultanate of Oman - Tel.: 24784097, 24784069, 24784055, 24702567
Email: info@ismoman.com Website: www.ismoman.com



ISM/PRN/140/2024-25

October 6, 2024

CIRCULAR TO THE PARENTS OF KG TO XII

Expression of Interest: Adult Promoters for Students with Special Education Needs

Dear Parents/Guardians,
Greetings from Indian School Muscat!

We hope this message finds you well. At Indian School Muscat, we are committed to providing a conducive learning environment for every student, ensuring that each child receives the support they need to excel in their academic journey. In line with this commitment, we are reaching out to invite parents for this social cause who are interested in becoming Adult Promoters for students with Autism Spectrum Disorder and Mental Illness on **voluntary basis**.

Who is an Adult Promoter? An Adult Promoter is a responsible adult who assists students with Special Education Needs (SEN), specifically those diagnosed with Autism Spectrum Disorder and Mental Illness, during regular school hours, school-conducted examinations, and CBSE Board examinations.

Role of an Adult Promoter: In the regular classroom setting, the Adult Promoter provides support in areas such as learning (writing, reading), behaviour, classroom adjustment, personal care, movement, and safety. During examinations, the role includes motivating and reinforcing the student, asking suitable questions to enhance understanding, and using prompts to keep the student focused.

Requirements for Approval: Parents interested in becoming Adult Promoters are required to apply along with the following supporting documents:

- Copy of the passport and resident card of the proposed Adult Promoter
- Undertaking to seek approval of Adult Promoter, duly filled and signed

Expression of Interest Application Form: If you are interested in becoming an Adult Promoter, please fill out the attached Expression of Interest application form and the undertaking and submit it along with the required documents to the school office.

Undertaking to Seek Approval of Adult Promoter: The parent or guardian must complete an undertaking form expressing an understanding of the terms and responsibilities associated with being an Adult Promoter. This includes the commitment not to provide, speak, or write answers for the student during the examinations under any circumstances.

We appreciate your willingness to contribute to the well-being and success of our students with Special Education Needs. Your support as an Adult Promoter can significantly impact their educational journey.

Important Dates:

- Application Submission Deadline: 13th October 2024

For any queries or clarification, kindly send mail to vp.senior@ismoman.com / avp.senior@ismoman.com .

Thank you for your cooperation and support in fostering an inclusive and supportive learning environment at Indian School Muscat.

Kind regards,

Rakesh Joshi
Principal





المدرسة الهندية مسقط

INDIAN SCHOOL MUSCAT

(Affiliated to the Central Board of Secondary Education, New Delhi. Affiliation No. 6130001)

ص.ب: ٢٤٧٠, روي, الرمز البريدي: ١١٢, سلطنة عمان, هاتف: ٢٤٧٨٤٠٩٧, ٢٤٧٨٤٠٦٩, ٢٤٧٨٤٠٥٥, ٢٤٧٠٢٥٦٧, فاكس: ٢٤٧٩٤٩١٩
P.O. Box: 2470, Ruwi, Postal Code: 112, Sultanate of Oman - Tel.: 24784097, 24784069, 24784055, 24702567
Email: info@ismoman.com Website: www.ismoman.com



APPLICATION FORM

Expression of Interest: Adult Prompter for Students with Special Education Needs

Personal Details:

- Name of Parent who is willing to be an Adult Prompter:
- Contact Number:
- Email Address:
- Name G R No. of your child who is a student of ISM:
- Class and Division:
- Residential Address:

Supporting Documents:

Please attach the following documents along with this application form:

1. Copy of Passport of the Proposed Adult Prompter (separately for school work and examinations)
2. Copy of Resident Card of the Proposed Adult Prompter (separately for school work and examinations)
3. Undertaking to Seek Approval of Adult Prompter (duly filled and signed)

Declaration:

I, [Parent/Guardian Name _____], hereby express my interest in becoming an Adult Prompter for students with Special Education Needs at Indian School Muscat. I understand the responsibilities associated with this role and commit to providing the necessary support to the student during regular classes, other classes, and examinations.

Name:

Signature:

Date:

Please submit the completed form and supporting documents to the school office by 13th October 2024.





المدرسة الهندية مسقط

INDIAN SCHOOL MUSCAT

(Affiliated to the Central Board of Secondary Education, New Delhi. Affiliation No. 6130001)

ص.ب: ٢٤٧٠, روي, الرمز البريدي: ١١٢, سلطنة عمان, هاتف: ٢٤٧٨٤٠٩٧, ٢٤٧٨٤٠٦٩, ٢٤٧٨٤٠٥٥, ٢٤٧٠٢٥٦٧, فاكس: ٢٤٧٩٤٩١٩
P.O. Box: 2470, Ruwi, Postal Code: 112, Sultanate of Oman - Tel.: 24784097, 24784069, 24784055, 24702567
Email: info@ismoman.com Website: www.ismoman.com



UNDERTAKING TO SEEK APPROVAL OF ADULT PROMPTER

(To be filled in by the Parents who are willing to be Adult Prompter for students with special education needs under the category of Autism Spectrum Disorder and Mental Illness)

Date:

From,
Name of the Parent:
Name of the Student:
G R No._____. Class: ____, Div. __
Residential Address:

To,
The Principal
Indian School Muscat

Dear Sir,

Thank you very much for floating an expression of interest drive for seeking applications form Parents of the school who are willing to be Adult Prompter for students with special education needs under the category of Autism Spectrum Disorder and Mental Illness.

I hereby undertake that, as an Adult Prompter I am willing to be a shadow for the student in the school during regular and other classes.

I am not a parent or immediate relative of the student to whom I am taking on the responsibilities of an adult prompt.

I understand an Adult Prompter can be an Adult who is not a parent/relative of the student for examinations, and a prompter for examinations is a responsible adult who will assist the candidate to keep him, or her focused on understanding the questions and answering the question and prompt the student to move on to answering the next question. Under no circumstances can the Adult Prompter provide, speak or write the answers to any question to the student during the examinations.

I also undertake to take the orientation training for the adult prompters conducted by the school and abide by the frequently asked questions document provided by the School to explain to us all factors related to an Adult Prompter.

Name of the Parent / Guardian:

Signature:

Phone Number:

Email ID:

