



# مدرسة ايليت الانجليزية The Elite English School

CIR/EES/NOV/2321-23

Date: Nov 16, 2023

Dear Parents,

## Academic Year 2024-2025

With the first assessment of the second term (unit test 2) and the upcoming first mock exam scheduled to begin shortly, we have begun the preliminary preparation and planning for smooth flow into academic year 2024-2025. This circular is being sent as a reminder of certain important steps that are required to be completed before we draw the curtains on academic year 2023-2024. Please note the following:

1. Re registration for academic year 2024-2025 will commence from January 2024. **Please note that re registration can be done after all the fee dues for the current academic year 2023-24 are cleared.**
2. **The parents who need to withdraw their ward from the school must send a mail to the school ([ees@eliteenglishschool.com](mailto:ees@eliteenglishschool.com)).** The mail must mention the GR No, Name, Grade & Section of your ward and the reason for withdrawal - in order to enable the school to arrive at the number of anticipated vacancies in various classes eligible for fresh admission.
3. **Please ensure to inform the school and reserve the book set for the next academic year by 5<sup>th</sup> February 2024.** This information will enable us to place the order for the books. **Please register to secure the purchase of books and uniform from the school as it will not be available externally if not secured.** Books and uniform sets for next year can be secured by registering with the school. This will ensure that your ward begins the new academic year with the full book set and wearing the complete uniform.
4. **The parents who wish to continue with the school transport for their ward/s will be given a Transport Continuity Form in January 2024.** On receipt of the form please ensure to return the duly filled form to [transport@eliteenglishschool.com](mailto:transport@eliteenglishschool.com) on or before the last date for submission. This data will enable us to arrange for the required number of buses.

This is for your information.

Regards,

  
PRINCIPAL

