



LIS/ACD/2024/02/015

13-10- 2024

CIRCULAR

SCHOOL COMMITTEE TO ADDRESS PARENT COMPLAINTS

Dear Parents,

Greetings from Loyola International School!

It may please be noted that the school has formed a complaint redressal committee as per the guidelines set by the Ministry of Education & Higher Education to resolve grievance of the parents at the earliest.

Please feel free to escalate your concerns on complaints.oasis@lisdoha.com and for any queries you can reach us on +974-50308793. It is advisable to register your complaints in writing to avoid ambiguity in the complaint resolving process.

SCHOOL COMMITTEE MEMEBERS FOR PARENTS COMPLAINTS

| <u>RESPONSIBILITY</u> | <u>NAME & DESIGNATION</u> | <u>EMAIL</u> |
|-------------------------------------|--|--|
| Chairman of the Committee | Ms. Bhavna Vijaykumar S Principal | principal@lisdoha.com |
| Academic Vice President | Ms. Sathyapriya Head of Higher Secondary | sathyapriya@lisdoha.com |
| Experience Teachers | Ms. Minaaz Dange Head of KG & Junior Section | minaaz@lisdoha.com |
| | Ms. Anitha Ramanan Head of Middle School | anitha.ramanan@lisdoha.com |
| Student Affairs Coordinators | Ms. Navya Raveendran. (Primary/Middle Section) | studentcounsellor1@lisdoha.com |
| | Ms. Lulu Fersana (Middle/Secondary Section) (Department of Psychology) | studentcounsellor@lisdoha.com |
| Islamic Education Teacher | Ms. Badarunnisa Head of Islamic Education | arabicnonnative.oasis@lisdoha.com |
| Admin Manager | Mr. Anirudh Rao | anirudh@lisdoha.com |
| Administrative Supervisor | Mr. Rahul Das | rahuldas7828@gmail.com |
| | Facility Head Mr. Tikaram Transport Supervisor | transport.oasis@lisdoha.com |
| Grievance Referral In charge | Ms. Anupama | |

Cooperation of all is solicited.

BHAVNA VIJAYKUMAR S
PRINCIPAL