

Communication Channels Policy

AI Madina International Kindergarten

Given the importance of communication between the kindergarten and the home, the following points are considered:

1. There are four channels to communicate with the kindergarten – phone calls, emails, WhatsApp messages and MS Teams.
2. The kindergarten administration will communicate officially and send circulars, reminders, and other information to parents via WhatsApp Business. As for parents, if they have any special request or inquiry, they can submit it to the kindergarten officially via email only.
3. Parents can use WhatsApp messages for urgent instructions, daily notes, or emergencies.
4. The kindergarten will send Weekly Overview and Homework officially through MS Teams.
5. Parents can also use MS Teams to directly communicate with the Class/Subject Teachers.
6. Otherwise, parents can call the kindergarten numbers or visit the kindergarten at any time during working hours.

Parents who could not yet receive the broadcast messages sent via WhatsApp sent from the kindergarten, they must **save the number in the name of the kindergarten in their phones** in order to resolve the issue, so that they can receive all the messages sent.

Parents who do not receive the kindergarten emails, must provide us with their correct emails via WhatsApp message or send a test email to info@almadina.qa

Note:

It's recommended to activate all means of communication with the kindergarten as a matter of importance.

Our Vision

To become the leading school of choice within Qatar, producing responsible and productive citizens for the betterment of society as a whole.