



## International Indian School Buraidah

Ref:IISB/MC/01/2025-26

2 April 2025

### CIRCULAR

#### Formulation of the School Managing Committee 2025-28

Dear Parents,  
Greetings!

This is to inform you that the Competent Authorities have approved the formulation of School Managing Committee 2025-28. The Managing Committee is expected to contribute for the betterment of the school without any remuneration and favours to himself/herself or to any school employee(s). The school management committee is a critical part of the decision-making structure of the school with a focus on ensuring academic excellence and overall development of the pupils. It ensures a representative body that includes parents from different backgrounds and walks of life. Ladies are especially encouraged to apply.

The parents who are interested to be a part of the Managing Committee 2025-28 may collect the form from the principal's office between **08:00 am to 1:30 p.m. w.e.f from 6th April 2025 to 20 April 2025 (School working days)**. The eligibility criteria of a candidate are as under:

1. He/ She shall be a parent of the students(s) of IIS Buraidah for at least one year as per school records.
2. He/ She shall be a parent of a regular student studying in the school. In case the child passes out of school/leaves the school, the MC member shall cease to be part of MC, unless there are other siblings studying in the school.
3. He/ She shall be a citizen of India who could devote sufficient time for the welfare of the school.
4. He/ She shall hold a regular university degree (preferably a Master's Degree) attested by the competent authority.
5. He/ She shall be holding a responsible position qualifies him / her to participate effectively in the Management Council.
6. He/ She shall not be a school employee/ spouse of the school employee/ relative of the school employee/ member of another school committee/ former employee of the school.
7. He/ She must present a No Objection Letter from his/her employer/sponsor in original. The sponsor should clearly mention that He/ She is agreeable for participation of the candidate in Managing Committee meetings during the tenure of the SMC.
8. He/ She must produce salary certificate issued by his / her employer stating the monthly salary which is not less than SR 8000.
9. He/ She should submit a brief description, not exceeding 100 words explaining his/ her plans to ensure better education to the children and all-round progress of the school during his/ her tenure.
10. His/ Her place of work and residence should be within the city limits where the school is situated.
11. Non-Working Female candidates who possess a professional degree or a three-year graduation degree or a post-graduation degree of two-year duration can also apply.

Candidates are requested to submit their detailed CV & duly filled in forms along with the required documents in a sealed envelope to the principal's office - IIS Buraidah on or before **Thursday, 20 April 2025 (till 1:30 p.m.)**.

Note: Original documents are to be shown at the time of submission.

Best Regards,

Principal

