

**Circular ALL No 19 Y 2017-2018**  
**The Lebanese School – Qatar**  
**Tel: 44934545/44934546**  
**Fax: 44934547**  
**<http://www.lebaneseschool.edu.qa>**

المدرسة اللبنانية – قطر  
هاتف: 44934546 / 44934545  
فاكس: 44934547

October 3, 2017

Dear Parents,

Proper communication between home and school is of extreme importance to support the progress of your children. To that end, we have a variety of means:

1. **Communication Copybook:** This copybook is restricted to preschool and primary students only. It is considered the day-to-day communication between the parent and the school/teacher. All school circulars are stapled in this copybook. Parents or teachers can write short notes as well. Please make sure to ask your child to show it to the teacher in case of any note from your side.
2. **Email:** Parents can send an email to the principal of the department in order to inform the school about absence, academic problems specific to their child, or any issue regarding behavior or discipline.
3. **Telephone:** You can call the school on 44934545/46 and dial the extension of the desired person. For emergencies, we have added additional mobile numbers that will be with the principals' assistants until 2:30 p.m.

<b>Department</b>	<b>Principal's Email</b>	<b>Principal's Extension</b>	<b>Assistant's Extension</b>	<b>Assistant's Mobile</b>
Preschool	nawal@lsq.sch.qa	135	165	31581101
English Primary	lina@lsq.sch.qa	161	162	31581102
French Primary	carine@lsq.sch.qa	130	166	31581103
M&S	nancy@lsq.sch.qa	127	153	31581104

Please remember to check our website [www.lsq.sch.qa](http://www.lsq.sch.qa) regularly. It is a useful source of information and is updated frequently.

We look forward to a successful partnership between home and school.

Regards,

Administration