



**MUNA**  
BRITISH ACADEMY

# Parent Information Pack

## 2025-2026



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# Principal's Message



I spent my formative years growing up in a beautiful coastal village in Northern Ireland before moving to England to study and graduate from Sheffield Hallam University. Prior to working at Muna, I have been privileged to hold teaching and leadership roles in schools in England, Kuwait and The UAE.

Since arriving at Muna in September 2020, I have overseen the development of our pastoral care programme and have ensured that high quality teaching is taking place throughout the school. Throughout my time here, I have always been passionate about ensuring that school is a safe and welcoming place where children enjoy coming. It was a great honour to be appointed principal of this wonderful school in January 2024 and I look forward to leading us into our next chapter on Saadiyat Island.

The opening of our first ever Year 7 cohort is a an opportunity I am relishing. No longer having to say goodbye to our students as they finish Year 6 means we can continue to shape our student's lives through challenging teenage years. Combining a dedicated team of primary and secondary teachers will ensure that Muna's reputation of delivering outstanding education lasts long into the future.

Outside of school, I spend my free time with my wife and three children. At the weekend I enjoy watching my favourite football team play and when time permits it, playing squash and hockey. Over the coming months and years, I look forward to developing positive relations and getting to know all of the students, their families and the wider Muna British Academy community.

# Meet our Senior Leadership Team



**Janine Johnston**  
Head of Primary

Originally from Northern Ireland, I moved to Dubai in 2008 and proceeded to stay for 15 years. Teaching and leading in three outstanding schools during this time provided me with a wealth of experience working with exceptional students and educators. I began my career as a class teacher with experience of teaching across primary. I quickly progressed into leadership roles due to my passion for helping others and bringing about positive changes for students and the whole school community. Subsequently my leadership journey began in the role as Head of Year progressing to Deputy Head. Having been Vice Principal at Muna British Academy for over a year, I am now excited to be the new Head of Primary.

Providing the best educational experiences for all students is one of my key drivers alongside ensuring all children feel safe, valued and happy while at school. I have had the pleasure of leading on areas including learning and teaching, assessment and curriculum design. I obtained my BA Hons degree from Queens University, Belfast. I also achieved a Masters degree in Educational leadership and management from the University of Leicester, UK. I am a firm believer in the importance of lifelong learning, and I continuously aim to learn more, improve, and develop as a teacher and leader.

Muna British Academy is a very special school. I have the privilege of working alongside a dedicated team of educators who are deeply committed to fostering a culture of excellence. It has been incredibly rewarding to collaborate with staff, students, and parents to drive meaningful improvements in learning, teaching, and overall student well-being. As Head of Primary, my focus remains on ensuring that every child receives the highest quality education in a nurturing and inspiring environment. I am passionate about empowering both students and teachers to reach their full potential, fostering a culture of curiosity, resilience, and lifelong learning.

I look forward to continuing this journey at Muna British Academy in state of the art new facilities on Saadiyat Lagoons where we will further strengthen our commitment to innovation, inclusion, and outstanding educational experiences for all.



**Avalon Orr**  
Assistant Principal

I graduated from the University of Glasgow in 2005 with a MA (Hons) in Psychology; while studying for this degree, I found I had a particular interest in Developmental and Educational Psychology and decided to go on and study Primary Education.

I completed my PGDE in Primary Education from the University of Strathclyde in 2006. I worked in inner-city primary schools in Glasgow before embarking on a wonderful experience of travelling in Asia and Australia for a year. On my return to Scotland, I decided to combine my passion for teaching and travel and move to the UAE in 2010.

I have been a proud member of the Aldar Academies family for fifteen years, working at Yasmina British Academy and Muna British Academy. Since arriving at Muna in 2020, I have overseen our assessment programme. I am passionate in ensuring that data becomes impactful and shapes the individual education journeys of children. I believe that the children should be central to everything we do; teachers should see the learning through the eyes of their students, setting challenging goals and facilitating the students' learning journeys so they can reach their full potential, with no cap on expectations.

I am proud to be part of the Muna British Academy community as Assistant Principal and look forward to the school's next chapter as we move from our current site to our new home on Saadiyat Island.



**Luke Jameson**  
Assistant Principal

I grew up in the town of Middlesbrough in England. I have always had a passion for sport and acting and moved to Liverpool for a number of years while completing my BA(Hons) Degree in Drama. I then returned to Middlesbrough to complete a teaching course and began my teaching career there.

Before moving to the UAE, I worked across KS2 and held several different leadership roles across two very different schools in Middlesbrough. Previously, I led PE and English subjects across the school as well as teaching from Y3 to Y6.

In 2018, I then moved to the UAE and began teaching and leading at Pearl British Academy as Head of Year 5. Following three years there, I joined Muna British Academy and have been proud to move from UKS2 Phase Leader into my current role of Assistant Principal at the beginning of 2024/25 academic year.

As pastoral lead, I am passionate about ensuring the safety and happiness of all children in school. I want all children to reach their potential and ensure they go on to lead happy and healthy lives, achieving success in all they do.

I am incredibly proud to work at Muna British Academy, thanks to the amazing children, staff, and parents we have which creates a strong community feel. As we move to our new home on Saadiyat Island, I will be ensuring that community remains at the heart of everything we do. I look forward to working alongside my secondary pastoral colleagues to ensure that children are able to flourish all the way from 3-18 at Muna British Academy.



**Muna Abu Safi**  
Head of MOE

I have over 20 years of teaching experience teaching both primary and secondary students Arabic and Islamic Studies. Throughout my teaching journey in both Jordan and The UAE, I have thoroughly enjoyed teaching both native and non-native students.

I am proud to be a member of the Aldar Academies family for 16 years. Working for Aldar Academies has given me the opportunity to achieve a high-level teaching career, enabling me to achieve both personally and professionally. My approach is very simple happy children flourish and happy children learn. Our greatest responsibility as teachers, and leaders is to create an environment where our children feel safe, valued, and listened to. I always aim to create opportunities for children to be excited and truly engaged in MOE Subjects, which I believe leads naturally to excellent academic progress.

I am delighted that we will be moving into new facilities on Saadiyat Island. Bespoke Arabic and Islamic rooms will allow us to develop our learning environments to ensure that all children develop a fluency for Arabic and a love for the language of the country we are so lucky to call home.



**Mary Moran**  
School Counsellor

Our school counsellor has worked within Muna supporting our students and families for over three years. With a master's degree in education (specializing in educational counselling) and a DCD license from the UAE as a school counsellor, she brings a wealth of knowledge and experience in supporting children and adults. Mrs Moran is always happy to meet parents and discuss any concerns they may have in regards to their child's overall wellbeing.

[mmoran@almunaacademy.sch.ae](mailto:mmoran@almunaacademy.sch.ae)



**Sirash Sidhiq**  
Manager - Operations and  
Support Services

With over 17 years of experience in various industries, including 13 years in the educational sector, my unwavering focus on safety and well-being encompasses a commitment to creating exceptional learning environments that prioritise quality education. As a trusted member of the executive leadership team, I play a critical role in creating the necessary environment for an outstanding school.

Over the past 13 years, I have had the opportunity to collaborate with wider educational groups, which has given me high levels of confidence and knowledge in delivering operational excellence. I was a founding member of a Sustainable School in Dubai, located in Sustainable City.

I hold a master's degree in business administration and a bachelor's degree in economics. Additionally, I am certified in various health and safety and Safeguarding courses. I am passionate about health and safety, sustainability, and project management.

I am incredibly proud to work at Muna British Academy and look forward to working with our construction partners to ensure the new building is built and equipped with the very best resources to ensure our hardworking teachers can continue to deliver outstanding education in our new home.



# Welcome from the Parents Association

**Muna British Academy is a second family for our children and parents, our school is renowned in Abu Dhabi for its family feel and close knit community. Alongside the school we have the Muna Parents Association which is a volunteer group that supports the school in a variety of ways. Our Parents Association is for all parents to support the school in a variety of ways but also is utilised to work with the school to give the children the best opportunities during their school lives.**

## Parent Testimonials

“ We are so grateful for the nurturing and supportive environment at Muna British Academy. Both of my children have blossomed and truly enjoy learning. The strength of the school are the students and teachers! The school provides an excellent environment for children to thrive academically and socially. Ghaith has excelled academically and developed strong public speaking skills. He was also active in athletics representing school at the BSME 2025. Suhail has expanded his knowledge and curiosity towards learning even outside the school boundaries. I am very grateful for their learning journey and the positive impact it has on their overall development. ”  
**-Salama Alawadhi, Mother of Ghaith & Suhail**

“ Muna British Academy has been a second home for our daughter over the past four years. She has felt supported, welcomed, and truly engaged in her learning journey. With the school's nurturing approach, she has overcome challenging learning difficulties and grown in confidence every step of the way. We are deeply grateful for the care, dedication, and unwavering belief the staff have shown her. ”  
**-Michael Sarpong, father of Ohema Sarpong**





## Student Leadership

Within the school we also have a Student Leadership Team, School Council, Eco Council, Muna News Team, Playground Leaders, House Captains, Sports Captains and many other student leadership responsibilities.



## School Communication

Communication between home and school is of great importance to all at Muna. Email is our official means of communication and is streamlined to two days a week. Information pertinent to year groups is sent on Tuesdays while information regarding the whole school is sent on Fridays.

A Principals Newsletter is shared each Friday which has information events and student's achievements and information on upcoming events. In addition curriculum newsletters are shared from year groups and departments bi-weekly. Reminders are sometimes shared via SMS therefore please ensure you inform the school of any changes to your contact information.





## Curriculum Information

At Muna British Academy we offer The English National Curriculum which is among the most in-demand study options in the world, respected for its high academic standards and focus on developing confidence and individual thinking.

The learning pathway is delivered through enquiry or 'project-based learning', a method of teaching which inspires a love of learning and deepens a student's knowledge by challenging them to complete real-world tasks. In this way, the English National Curriculum is considered to be one of the most engaging of all.

The teaching of Arabic subjects is based on the guidance and materials prescribed by the Ministry of Education. It keeps local and other native Arabic speaking and Muslim children familiar with their national identity and religion.

In addition, our international students gain an understanding of the UAE's heritage which helps enhance mutual understanding, peaceful co-existence and cross-cultural harmony and tolerance.



# Registration Forms/ Documents Checklist

In order to ensure the school has accurate and up to date information and to enable the school to meet the requirements for registration with the Department of Education and Knowledge (ADEK) it is essential that you provide the following documents:

- ▶ Acceptance letter
- ▶ Confirmation of payment slip
- ▶ Student's, father's, and mother's Emirates Identity Card (EID front & back Side)
- ▶ Student's, father's, and mother's passport copy
- ▶ Student's, father's, and mother's residential visa (not applicable to UAE Nationals)
- ▶ Student's birth certificate
- ▶ Childs immunization record
- ▶ Your address location proof-either ADDC (electricity) bill or Tawtheeq
- ▶ Passport size photograph of student
- ▶ Copy of 2 most recent school reports
- ▶ Graduation requirements undertaking
- ▶ Transfer certificate (applicable if current school is outside of Abu Dhabi)
- ▶ Essential registration forms:
  - Form 1: Parent security pass
  - Form 2: Student health record
  - Form 3: Consent medical issues
  - Form 4: Parental consent to administer emergency medication
  - Form 5: Learning support information
  - Form 6: Consent form for photography and images of children
  - Form 7: Consent form for use of photographic devices at school events by parents
  - Form 8: ICT parents acceptable use agreement

For more information, please email:

[PRE@munabritishacademy.ae](mailto:PRE@munabritishacademy.ae)





# School Uniform

## SCHOOL UNIFORMS



(School shoes need to be black and on the days they have PE they can wear their PE kit with appropriate sports trainers).

You can purchase items online at <https://uat.magrudy.com/uniforms/aldar-academies/aldar-almuna-academy>  
Alternatively, you can visit Magrudy's store.



## Parents/Guardian ID

Upon registering at Muna British Academy, each parent is required to fill out the "Adult Identification Form" which our team then processes in order to create the Adult ID card to allow you to safely access the school premises.

All parents and guardians wishing to pick up their child or make entry into the school are required to wear or show their Muna British Academy Parent Pass.

STUDENT NAME	YEAR GROUP	FORM

Guardian 1		Insert Photograph
Relationship to Child		
Mobile Number		
Guardian 2		Insert Photograph
Relationship to Child		
Mobile Number		
Guardian 3		Insert Photograph
Relationship to Child		
Mobile Number		





## Bus Information

### Emirates Transport

The buses we use have been inspected by the Department of Transportation (DoT) and have been given approval to operate. As for the team they have been given first aid, child protection and safety training.

If you would like to make use of the bus transportation service for your child, please contact Emirates Transport at [almuna@et.ae](mailto:almuna@et.ae) The operator will then respond to collect information on your location and payment preferences. You can also contact the coordinator: **Muhammad Rafeeq** on **050-8479912** for any more queries.



### Darna Rewards

Darna Rewards Program is a free application available to parents and enables them to earn points upon payment of tuition or for experiences and purchases across Aldar and participating brands." which can be redeemed for future payments.

- ▶ Parents need to register through the Darna Rewards application by using the same e-mail provided to the school.
- ▶ The points accrued will be added to the parents account within 7 days.





# Bring Your Own Device

As part of our ongoing commitment to provide innovation, Muna British Academy has implemented a Bring Your Own Device (BYOD) initiative for students in Years 4-6. This is a wonderful opportunity for students to use their own technology to personalise and further their learning. The students have access to a Microsoft Teams via their Office 365 account, which allow students to access their work from any location. They also have access to the One Login where they can access a wide range of educational programmes to support their learning.

We still, of course, use books to write in but using their own device can support the learning that is happening within the classroom. BYOD also gives parents an opportunity to see what their child has been learning about in school and the software mentioned above are excellent platforms to share homework and the support and resources to go with it.

If you plan to buy a personal device for your child to use in school, you must purchase an iPad (9th generation or higher).

## Device Eligibility:

**Year 4 - Year 7:** Students are encouraged to bring their own iPad (9th generation or higher).

**Year 3:** Students may bring their own iPad (9th generation or higher), but it is not mandatory.

**Year 1 and Year 2:** Personal devices are not permitted. The school provides adequate devices for learning activities.

**Nursery and FS2:** Personal devices are not permitted.





## Online Education Platforms

All Children have access to a Microsoft 365 account. On here, they have the use of all Microsoft programmes. One login is used for all educational apps including Centurey and Accelerated Reader.



## School Day Timings

**EYFS(NURSERY-FS2):** 7:45 am - 2:10 pm TBC  
**Year 1-Year 7:** 7:45 am - 2:30 pm TBC

**Friday for all children:** 7:45 am - 12:00 pm





## Payment Information

To pay tuition fees, you can either pay via a bank transfer or cheque. Please note that when you make a direct deposit to our bank account, we do not necessarily recognise your payment unless you provide us the bank deposit slip.

Kindly send a copy of the bank deposit receipt to the following email [finance@munabritishacademy.ae](mailto:finance@munabritishacademy.ae) immediately, so we can allocate funds accordingly and send you a confirmation receipt. For online transfer, please see the below bank details

**Bank Name:** Abu Dhabi Commercial Bank

**Bank Branch:** Abu Dhabi Main Branch, P.O. Box 2934 Abu Dhabi  
Account Name: Aldar Academies-ALMuna P.S.LLC-BR 2

**Account Number:** 10482902020003

**IBAN:** AE290030010482902020003

**Swift Code:** ADCBAEAA



## ADEK Rating



**Outstanding**



## School Fees Cashless Payment Options

Dear Parents

We are writing to notify you about a change in the school's policy regarding tuition fee payments.

To help collect payments in an efficient and streamlined manner and provide convenience to both yourselves and our school teams, we will no longer be accepting any cash transactions for your child's school fees.

Please note that we do not accept any cash payments.

We would like to request you to use the following payment options available for you to make school fee payments:

- **Online Credit Card Payment Option** - Aldar Education accepts credit card payments through a secure payment link embedded on invoices and emails.
- **Bank Transfer Payment Option** - Please refer to the bank details provided on the invoice for bank transfer payment. Kindly include the Student Codes and Invoice References in the payment description fields and send an email confirmation of the payment to the school's finance email address.
- **Cheques payment** - Please put these in a sealed envelope with the Student Codes and Invoice References on the reverse of the cheque and submit to Finance Department. Upon clearance of the cheque, an official receipt will be issued to the registered email address within 3 working days.

We believe this change will benefit how our schools operate more efficiently to serve you and help reduce the need for handling or transporting cash.

For ease, invoices will be shared to your registered email address and will be available on the parent portal. We would kindly ask that fees are paid by the due date mentioned on the invoice. We are here to help you however we can, so if you have any questions, please do not hesitate to contact the school's finance team.

Kind Regards  
Aldar Education - Finance

الدار للتعليم  
ALDAR EDUCATION



## Drop off / Pick up

Our well monitored gates are open for the periods of drop off and pick up. The ability to use any gate at the end of the day ensures that we allow parents a greater selection of public parking around the perimeter of the school. A flexible period of 15 minutes both at the start and end of the day helps in creating a calm and enjoyable start and end of the day experience for both children and caregivers.



## Key Contacts

- Parent Relations Executive**  
[pre@munabritishacademy.ae](mailto:pre@munabritishacademy.ae)
- Registrar**  
[admissions@munabritishacademy.ae](mailto:admissions@munabritishacademy.ae)
- Reception**  
[reception@munabritishacademy.ae](mailto:reception@munabritishacademy.ae)
- Finance**  
[finance@almunaacademy.sch.ae](mailto:finance@almunaacademy.sch.ae)
- Attendance**  
[kalhosani@almunaacademy.sch.ae](mailto:kalhosani@almunaacademy.sch.ae)



# INTRODUCING THE **LIVE ALDAR** MOBILE APPLICATION

Manage Everything School-Related,  
Anytime, Anywhere.

**DOWNLOAD  
THE APP TODAY!**



GET IT ON  
Google Play



Download on the  
App Store

Dear Parent,

We are delighted to announce our **Live ALDAR** app, designed to make your experience with our school even more seamless and connected.

**With *Live ALDAR*,  
you'll have everything  
you need at your  
fingertips:**



#### PARENT & CHILD PROFILES

Easily access your profile and view detailed information about your child.



#### SINGLE AND MULTIPLE CHILD VIEW

Get an overview of more than one child in a single view; individual child dashboards are also available.



#### DASHBOARD QUICK CALENDAR

Stay updated with current week's attendance of your child.



#### STORE ACCESS

Navigate easily to partner stores like Food Nation and Magrudy from the dashboard.



#### TIMETABLE VIEW

Check your child's daily and weekly schedule via the calendar section.



#### TERM TIME MANAGEMENT

View term reports and attendance records to keep track of your child's academic progress.



#### NOTIFICATIONS

Get real-time updates on activities such as announcements, pending payments, completed transactions, and new request submissions etc.



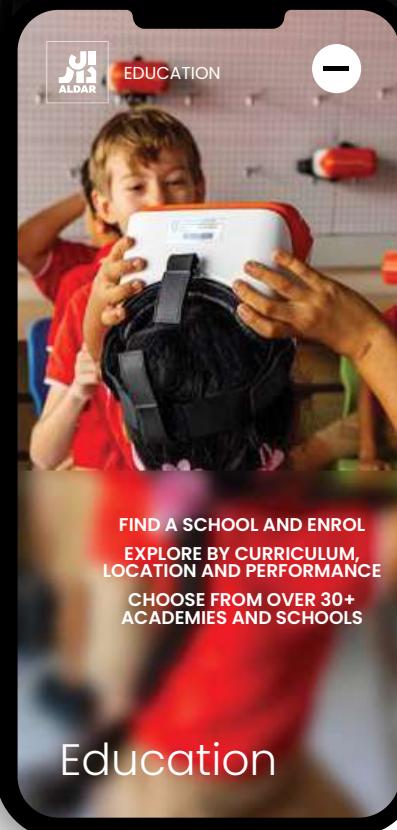
#### FEEDBACK SUBMISSION

Provide feedback under various categories to help improve services.



#### SEAMLESS PAYMENTS

Pay school fees securely and track your transaction history through the integrated wallet.





**MUNA**  
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