



Dear Met Families,

Hope this email finds you well, safe and healthy.

We would like to remind you that all our admin team are also working from home and are available online for any kind of support or query, **Sundays through Thursdays from 10 am to 2 pm.**

Kindly, do not hesitate to reach out to us via email should you need any type of support.

Please note that our **accounting office** will be operating and happy to serve you at School on the below mentioned days and time should you require to make any payments due:

Sundays/ Mondays and Wednesdays ONLY from 10:00 am to 1:00 pm

For any academic related queries:

Please reach out to your homeroom/subject Teacher's directly via Rediker/Class Dojo for Early Childhood (Pre-K-KG2) and MS Teams for Grades 1-8.

Admin Team Contact Information

<i>Department</i>	<i>Contact Person</i>	<i>Email Address</i>	<i>Mobile No.</i>
Medical Queries	Dr. Yasmine	yalraii@metropolitanschooleg.com clinic@metropolitanschooleg.com	010 955 611 84 012 044 555 28
Academic Queries (Pre-K – Gr.2)	Ms. Nada Lower School Office	lowerschool@metropolitanschooleg.com	010 110 058 63
Academic Queries (Gr.3 – Gr.8)	Ms. Samiha Upper School Office	upperschool@metropolitanschooleg.com	010 222 693 90
General Queries (PRE)	Ms. Ghada Parent Relations Executive	pre@metropolitanschooleg.com	010 984 779 33
General Queries Front Desk	Ms. Rana Front Desk Agent	info@metropolitanschooleg.com	010 222 643 61
General Queries Front Desk	Ms. Grace Front Desk Agent	info@metropolitanschooleg.com	010 981 015 55
Accounting Office	Mr. Tarek	accounting@metropolitanschooleg.com	010 222 678 51 012 044 500 08
Accounting Office	Ms. Maryam	accounting@metropolitanschooleg.com	010 222 694 06 012 044 555 12
Admissions	Ms. Nancy & Ms. Veronia	admissions@metropolitanschooleg.com	010 985 521 13
Rediker Technical Support	IT Team	redikersupport@metropolitanschooleg.com	
MS Teams Technical Support	IT Team	msteams@metropolitanschooleg.com	

Our Academic Team are also available online, please reach out to them.

Academic Team Contact Information

Subject Queries EC (Pre-K - KG2)	Contact Homeroom Teacher / Specialty Teacher directly.	Teachers' email addresses are available through the Rediker/ Class Dojo.
Subject Queries Grades (1- 8)	Contact Homeroom/ Subject Teacher directly.	Contact Teachers directly via MS Teams
Principal (LS) (Pre-K to Gr. 2)	Mr. Lance Kershner	lkershner@metropolitanschooleg.com
Vice Principal (LS)	Ms. Alicia Berry	aberry@metropolitanschooleg.com
Principal (US) (Gr. 3- Gr. 8)	Ms. Susan Eby	seby@metropolitanschooleg.com
Vice Principal (US)	Ms. Marian Saad	msaad@metropolitanschooleg.com
Executive Director	Mr. Andrew Frezludeen	afrezludeen@metropolitanschooleg.com
Executive Director PA	Ms. Heba Hamza	hhamza@metropolitanschooleg.com
Dean Of Students/ Discipline Team	Mr. Chris Mr. Romario/ Ms. Nancy	disciplineteam@metropolitanschooleg.com 01000 197 351
School Counselor	Ms. Eman yousef	eyoussef@metropolitanschooleg.com
Social Counselor	Ms. Jihane Shaarawy	jshaarawy@metropolitanschooleg.com