

Primary Years Programme Gr 1 - Gr 5 Parent Handbook



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WELCOME TO FAIRGREEN

Dear Parents,

In G1-5 we constantly strive to ensure your child is happy and achieving their full potential across our balanced IB curriculum. During this time your child will bond with their teachers, form new friendships, and develop their understanding of the world based around our Units of Inquiry.

Your child will be encouraged to develop the attributes of the Learner Profile. The Learner Profile is a set of crucial personal qualities that go beyond academic success. These involve the students striving to become:

- Inquirers
- Communicators
- Caring
- Risk Takers
- Knowledgeable
- Thinkers
- Open-minded
- Balanced
- Principled
- Reflective



The skills of PYP are integrated into all aspects of learning and development. To learn more click [here](#).

We hope this guide will help answer some of the questions you may have about the logistics of your child's time in the Primary phase of the school. It is important to us that we work together to ensure your child gains the most from their education.

We generally follow similar routines in Grades 1 -5. You will find a few differences between the year groups. This information will be highlighted according to your child's grade level in the handbook.

Yours in learning,

The Primary Leadership Team

OUR MISSION AND VISION

OUR MISSION

At Fairgreen International School in Dubai, our mission is to provide an exceptional international education that embraces sustainability in all its forms.

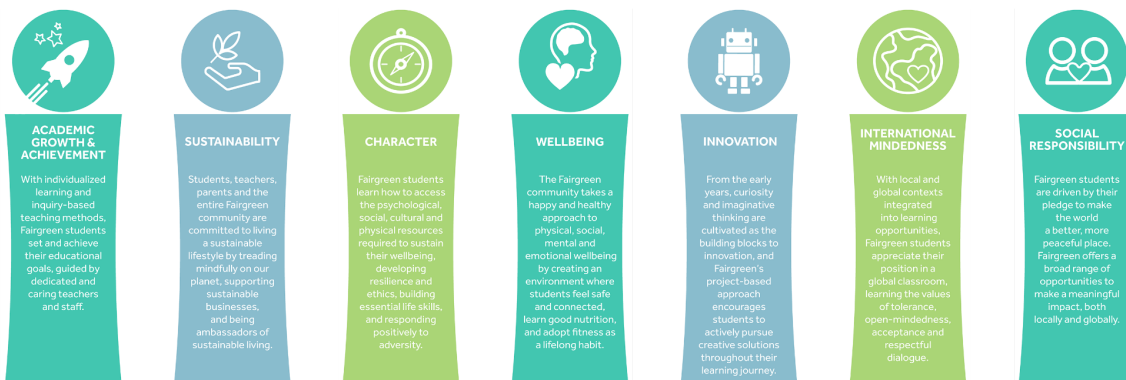
OUR VISION

Our vision is to be an exemplary learning community that promotes purposeful and innovative solutions for a sustainable world.

OUR PILLARS

As a member of the Fairgreen International School educational family, you will have the opportunity to experience and bring alive the central pillars that drive our journey to educational excellence.

1. Academic Growth & Achievement
2. Sustainability
3. Character
4. Wellbeing
5. Innovation
6. International Mindedness
7. Social Responsibility



COVID-19 PROCEDURES

START AND END TIMES

Start and end times of school are staggered so that we have fewer students gathering together on entry and departure from school. These timings have now been approved by KHDA. Please note these timings as they are different to last year.

The staggered start times are as follows;

- PreK, KG1 and KG2 -8:00am
- G1 - G5 - 7:55am
- G6 - G11 - 7:50am

In this way, ALL entrances can be used to increase the speed of entry and decrease physical proximity. Parents with students who span these groups and are not able to make return trips may drop their children together, with children going straight to classrooms from 7:45 a.m. onwards. Families should arrange for siblings to be dropped off at the youngest child's arrival time. Students will be admitted to the classroom early in these cases.

Departure times are:

- PreK and KG1 - 1:30pm
- KG2- G5 - 3:30pm

ARRIVAL AT SCHOOL

Grade 1 students and upwards will be directed from one of the entrance gates to classrooms. Children and parents should wash hands thoroughly before leaving the house and check their temperature is not above 37.5°C. If it is, they should stay at home. No one with a temperature above 37.5°C is allowed on campus. Any child with a temperature of 37.5 C or above will go to the auditorium and will have their temperature checked again. If their temperature is still above the required temperature, they will be taken to the

specified isolation room (swimming pool changing room) and will be referred to Nurse Jane.

In the event of Covid-19 symptoms a member of school leadership, or the school nurse or doctor, will phone a parent to arrange immediate pick up. The parent will then take their child home, and the nurse will call Reception to log their exit. The child should undergo PCR testing and submit the result to the school before they return.

All students and staff will have their temperature taken before entering the campus. All staff, all visitors and students from Grade 1 upwards will be required to wear masks at all times.

Unfortunately, parents of older students will not be allowed on campus unless there are exceptional circumstances. Parents of PreK, KG1 and KG2 students will be allowed on campus, with masks, but will be asked to drop off their children at the designated door, and are not permitted to enter the building.

Four separate entrances to the school grounds will be used:

1. The new entrance near Sustainable City field
2. Entrance adjacent to equestrian exercise area
3. Entrance to the right-hand side of the front of school from main car park
4. Main entrance

Parents are always required to wear their ID badges when on the school premises. A visitor's pass can be obtained from the security staff on presentation of a valid EID, copy of passport or driver's license. Access will not be granted without the ID Badge.

ID BADGE

How to obtain an ID Badge:

Please send an email to info@fairgreen.ae with the following:

- A clear high-resolution photo (head shot)
- Full name
- Clear copy of your Emirates ID
- Child's full name
- Child's grade
- Relation to the child

Three ID badges are given complementary per family.

For any additional ID badges, a charge of 50 AED per ID badge is levied. In case the ID badge is misplaced or lost, the cost of a new ID badge is 50 AED.

Please update us on info@fairgreen.ae whenever there has been a change of nanny or driver.

ATTENDANCE AND PUNCTUALITY

Expected attendance in the Primary School is five days a week, Sunday to Thursday as per the timings stated above.

Unexcused absences are recorded in each student's individual records and reports. Leave requests should always go through the appropriate member of staff for permission. The school will carefully consider a parent's request and take into account the child's current educational needs and attendance record.

Please see the Absenteeism Policy.

If your child is sick (absent), please notify the school before 8:00am by sending an email to absence@fairgreen.ae or call 04 875 4999.

Students who show any signs of illness must not attend school and in the event of a positive Covid 19 test, school must be contacted immediately to enable contact tracing. If any member of the household has symptoms of Covid-19, parents need to inform the school and refrain from sending their child.

DROP OFF

For children not arriving on the school bus, we kindly ask parents to drop off the children on time and in the correct location.

LATE ARRIVAL

If you are late to school, the security guard will provide you with a late pass that needs to be submitted to reception. The receptionist will note your arrival and provide your child with a late slip. A member of the school staff will take your child/children to class.

IN SCHOOL

Social distancing reminders are displayed throughout school. Students are encouraged to wash their hands frequently throughout the school day and use hand sanitiser when hand washing with soap and water is less practicable.

Staggered playtimes will occur within the play spaces: initially, it will be too hot for outdoor play so the Sports Hall, Auditorium and empty classrooms will be used. Additional cleaning services will take place in between sessions. No large gatherings will take place. Assemblies will be conducted via Zoom on a weekly basis.

Grade 1 – Grade 5 will eat lunch in their classrooms. Parents will be able to order packed lunches from the cafeteria, which will be delivered to the homeroom by SwissCanonica (our caterers).

Classrooms will have tables separated 1m apart. Additional cleaning services will take place in between sessions.

Most lessons will take place in the students; homeroom. Specialist teachers will visit those classrooms. Special considerations will be given to STEM, Music Art, and science lessons for students to visit those rooms. Once a space is used, it will be cleaned / fogged before another class is admitted.

When students are moving around the building, they need to adhere to the following expectations. It would be helpful if parents went through these expectations before school starts. Teachers will constantly reinforce these.

They include:

- o Maintain social distancing using the stickers where applicable.
- o Everyone washes or sanitises their hands before moving to another section of the school.
- o Keep on the right when moving up and down the stairs and through the hallways.
- o Stay 2 meters apart in the hallways and on the stairs.
- o Children must wash their hands after using the toilet.

Use of materials:

Classrooms and use of materials

- o Cleaning staff will maintain the sanitising of the classroom and materials.
- o Soft toys and pillows /cushions / blankets have been removed from classrooms.
- o No playdough / plasticine / clay will be used, unless individually allocated and stored for the sole use of one student.
- o Each classroom will have a box / space for materials needing to be sanitised.

LEAVING SCHOOL

At the end of the day, students will wash their hands before lining up to be taken outside. Dismissal will be at 3.30pm for G1 - G5. Pick up points will be the same as drop off locations in the morning.

GATE PASSES

Parents of students in Grades 3-5 who live in The Sustainable City and Layan may apply for a gate pass which will allow the student to go home on their own. An email request should be sent to the teacher and the administration; info@fairgreen.ae.

EARLY PICK UP

Although we understand emergencies may occur, you will not be able to collect your child from the classroom. A member of staff will pick up your child and bring him or her to the reception area. If early pick up is necessary then please phone Reception before arrival so that arrangements can be made to collect your child from their classroom.

SCHOOL BUS

Children departing on the bus will gather in the cafeteria following social distancing protocols. Each bus group will be gathered in different areas.

The school bus provider will test the temperature of all students before they board the bus. They will also require all students to use hand sanitiser before boarding and exiting the bus. Although the schedule is staggered, students arriving by school bus will go straight to their homeroom classes as teachers will be in their homerooms from 7:45am.

WHAT TO BRING TO SCHOOL

Students will bring only a clean water bottle, three face masks, and their packed lunch- if they have not ordered lunch from the cafeteria. They will also bring some basic stationery items with them each day. In your child's school bag please send in a labeled pencil case, which includes the following.

Stationery requirements:

- o HB Pencils
- o A pencil sharpener
- o A set of colored pencils
- o A glue stick
- o An eraser
- o A ruler
- o 2 x highlighter pens
- o Pens
- o Blunt tipped scissors

YEARLY CLASS ORGANISATION

Each year, students moving up to the next class level will be distributed with consideration of gender, age, ability and nationality in each class. It also helps to ensure that new students can easily make friends and existing students can connect with other students to expand their social network.

A lot of attention is put into making sure each student is placed in the right group according to the requirements mentioned above. Decisions are made in collaboration with both the class teacher and a member of the Senior Leader Team, therefore, parent requests can not be entertained.

STUDENT COUNCIL

The Student Council is an elected body of students who represent the voice of the student population. Two students from each grade (3-5) are elected to voice students' opinions and to care for their wellbeing. They meet regularly to suggest new ideas and ways of improving our school.

AFTER SCHOOL ACTIVITIES (ASAs) & FIELD TRIPS

Until further notice field trips and after school activities are suspended, this remains in effect until clearance has been given by KHDA. **Please understand that the situation created by Covid-19 is one that is constantly changing and requires us to be agile and adaptable.**

SCHOOL COMMUNICATION

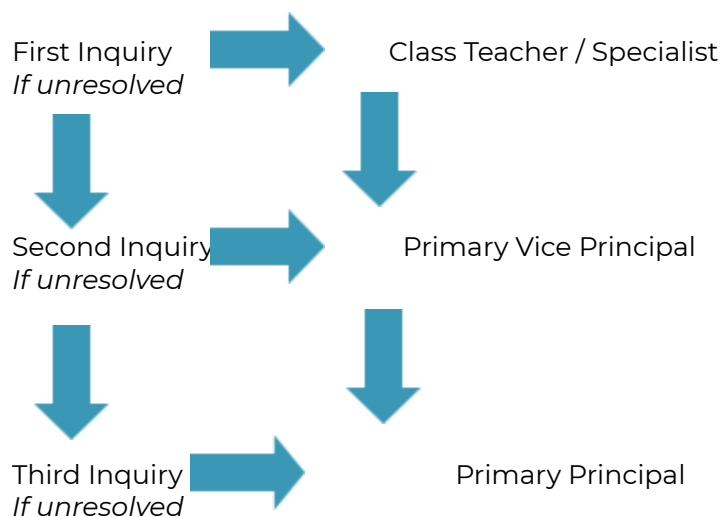
We have several ways of communicating with our parents. Although we are happy to say we have an open-door policy and we are accessible, talking to teachers for an extended period of time during drop off and pick up is not recommended as we would like to minimise disruption to the start of the day and maximise teachers' attentiveness on

giving each child / family a warm welcome. If a meeting is needed, please send an email to the teacher and book an appointment. Meetings will be scheduled via Zoom.

Fairgreen believes that partnerships between the school and home are important in supporting students in reaching their goals. There will also be formal opportunities to meet with your child's class teacher such as parent / teacher / student conferences to ensure everyone understands their role in supporting the student.

When making inquiries it is vital that we ask all parents to follow the flowchart below. In most instances we find the best person to speak with is the homeroom teacher or specialist.

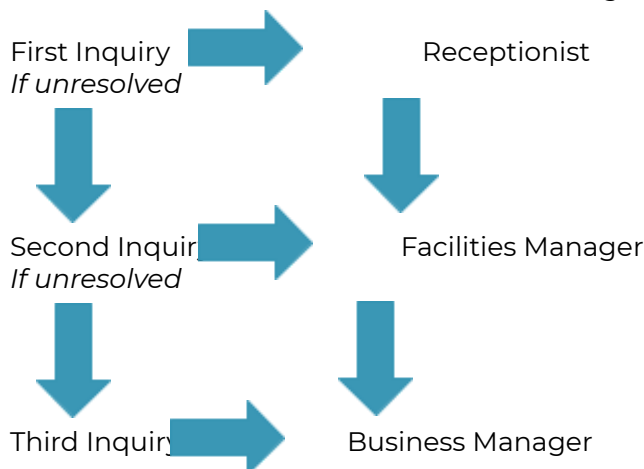
Academic/Educational Matters



If you have any inquiries regarding educational or academic matters, the following process should be followed until a response is received. Because of complex situations and the focus on the betterment of the student body as a whole, we may not be able to take action on every academic or educational matter. All matters will be actioned at the benefit of student(s) or noted for future consideration.

- First Inquiry: An email communication is sent to the classroom/specialist teacher directly.
- Second Inquiry if unresolved: An email communication is sent to the classroom teacher with the Primary Vice Principal cc'd into the communication.
- Third Inquiry if unresolved: An email communication is sent to the Primary Vice Principal with the classroom/specialist teacher cc'd into the communication.
- Fourth Inquiry if unresolved: An email communication is sent to the Primary Principal with the Primary Vice Principal cc'd into the communication.

Parent School Communication Procedure regarding Operational Matters



If you have other concerns regarding school cafeteria, school buses, uniform etc. then please send an email to info@fairgreen.ae. This will be received and redirected by our Receptionist, who will be the first point of contact.

The following process should be followed when communicating with the school regarding operational matters.

- First Inquiry: An email communication is sent to the receptionist at info@fairgreen.ae.
- Second Inquiry if unresolved: An email communication is sent to the [facilities manager](#).
- Third Inquiry if unresolved: An email communication is sent to the [business manager](#).

EMAIL

While we encourage parents to send emails to our teachers as the preferred mode of communication, teachers are not always able to respond to emails immediately, as they are with the children throughout the day. The school also encourages teachers to disconnect from their email and focus on their own families from 6pm each weekday evening and throughout the weekend. Parents should not expect email communications during this time. If you need to convey an urgent message to the teacher, please call the school reception at tel: 04 875 4999

BIWEEKLY NEWSLETTER

Parents receive a biweekly newsletter containing information about the Unit of Inquiry, Language, Mathematics, Science and other important information. The platform Fairgreen uses for parent newsletters is Seesaw. Additionally, Seesaw is a digital portfolio which allows parents to see their child's work, reflections on learning and the overall learning journey.

BOOKBAG

A book bag is used for daily reading books, Library books, and any other work or papers students may have worked with in school. Please make it a daily habit to check your child's book bag and school bag.

If any documents need to be signed and returned to school, please attend to this as soon as possible, preferably returning the signed document to school the following day.

HOMELEARNING

At Fairgreen, we believe that learning takes place both in and out of school. Our approach to home learning is supported by educational research. We believe home learning can increase self-discipline, develop personal responsibility for students' learning and develop students as autonomous and responsible learners. The amount of home learning we expect in the primary school is relatively small, again based on research, but we do expect children to read a range of genres at home as well as at school and to engage in specific learning tasks e.g. learning vocabulary (English, Arabic and French), times tables, and engaging with other tasks which arise as a result of their learning at school.

HOME LEARNING TIMINGS GUIDELINES

Grades 1-3 an average of 20 minutes reading and reinforcement of mathematical concepts every day and / or unit of inquiry research.

Grade 4-5 an average of 30 minutes reading and reinforcement of mathematical concepts every day and / or unit of inquiry research.

NB. These are guidelines only, and actual home learning may differ from grade to grade and day-to-day.

ELECTRONIC DEVICES

At Fairgreen, we take a balanced approach to the use of technology. We will seek to prepare our children with the skills and attitudes they need in order to flourish in global society. In reality, this will mean periods where we intentionally disconnect from technology and experience the richness of life through our own senses, and enjoy the social interactions that are as much as ever, the cornerstones to a successful and happy life. We believe that we should use technology only when it enhances learning.

We also stress the importance of young people using technology in an effective and ethical manner. In terms of use of devices, based on best research, we have decided on the following:

All students enrolled in **Grades 3 - 5** will be required to bring a fully charged iPad on a daily basis, as part of their normal school routine. We propose the following specifications for the iPad to ensure a consistent learning setup and a rich experience for students:

- Required for students - iPad 10.2 (Wifi, 128 GB the new 8th generation iPad)
- Optional Items - Apple Pencil, Keyboard, iPad Cover options, Apple Care

Fairgreen advocates that parents purchase the AppleCare protection package for your child's iPad. Although we will educate and promote safe and responsible iPad care, accidents can happen. The AppleCare program will allow you to quickly have damaged iPads repaired, avoiding discord over any damage and preventing surprise repair costs.

We strongly recommend that you purchase your child's device from this source to avail of two key benefits:

- You will receive educational prices from an authorized source

- The device will be enrolled in the school's Device Enrolment Program (DEP) which will help in the provision of all required content and school provided applications needed for their learning.
- We also require student devices to be enrolled in our Mobile Device Management Solution- more information on this is provided to our parents in the final weeks of August leading up to the start of the new academic year.

Any technical questions or concerns can be directed to ihelpdesk@fairgreen.ae.

BEHAVIOUR

Our behaviour policy is based on the principles of restitution.

Restitution - A working definition: Restitution is a process for helping students to become increasingly self-directed. Mistakes are regarded as being an important part of the learning process. Building a safe learning environment for students provides a place for both making mistakes and learning from mistakes.

Fairgreen International School has a very detailed behaviour policy, with clear expectations for students which is available for parents on our website. Please find the Guiding Principles below. These principles apply to all members of our school community, and should guide our conversations and decisions in relation to student learning and behaviour.

We will:

- Be caring and principled and treat all people fairly and with respect.
- Promote an inclusive, safe and healthy environment for all.
- Be open minded and listen to student voice and take their concerns seriously.

We believe:

- In building a compassionate, internationally mindful school where we care for ourselves, care for others, and care for our planet.
- That everyone in the school community should celebrate and model positive behaviour, value each other's strengths and aim to make a difference.
- That being honest and open about mistakes offers opportunities to learn and grow.

We expect:

- All members of the Fairgreen community to uphold high standards of behaviour.
- All members of the Fairgreen community to ensure a safe and healthy environment in all its forms.
- All members of the Fairgreen community to be attentive and caring towards others.

SCHOOL PROPERTY

We are very proud to offer students a sustainable learning environment, while we teach students about recycling, reusable energy, waste etc. Whether we are teaching students here at Fairgreen International School, the surrounding areas, or outside on a school trip we still care for our environment. Therefore, students who deliberately damage school property, or if property is damaged on a school trip will be sanctioned and charged. This includes but is not limited to; library books, text books, school materials, school furniture, walls, outside areas, and any other school property or equipment. Students who cause such damage will be responsible to cover all costs to repair or replace.

UNIFORM

All students are expected to be properly groomed for school and to wear the school uniform daily unless otherwise stated by the class teacher. Girls should tie long hair back off their faces and only small stud earrings are permitted.

Comfortable and flexible shoes should be worn each day for PE, play and active learning.

The School uniform must be purchased from our school store:

- ❖ Khaki shorts or skirts
- ❖ Fairgreen Polo Shirt
- ❖ PE Uniform
- ❖ The Fairgreen Cardigan
- ❖ The Fairgreen Cap
- ❖ The Fairgreen Swimwear

NB: Make sure your child's uniform is labeled including jackets, caps etc.

UNIFORM STORE

The Uniform shop is open Monday and Thursday from 8:00am - 3:00pm.

During the first week before school starts the uniform shop will be located in the Multi Purpose Hall.

During term time the uniform shop is located on the 1st floor of the administration building and can be accessed via the lift in Reception.

HOUSE SYSTEM

Each student is allocated a house color on admission. On PE days the students come to school in either their PE kit or their designated House kit:

IGNIS
FIRE

TERRA
EARTH

AQUA
WATER

CAELI
AIR

CAFETERIA

School lunch can be provided to children from Pre-K to Grade 11. If parents wish to purchase meals, SwissCanonica offers a variety of healthy packed meals throughout the week. Packed meals purchased for students will be delivered to their class.

G1 to Grade 5 will eat their purchased or packed lunch in their classroom at school. If you wish to purchase meals this is done through SwissCanonica.

An email will be sent out with a link for parents to be able to order meals every day. The rate is 20 AED/meal inclusive of VAT. If you require assistance, please contact SwissCanonica's Team directly at fairgreen@swisscanonica.ae

HEALTHY EATING

All students will have a 20 minute break time in the morning and 45 minute lunch break daily.

Please make sure they have plenty of food and drinks provided. Parents are requested to ensure all foods sent to school are healthy. We are also a pork free school.

Items not permitted in school are sugary snacks, chocolate related foods, fizzy drinks, donuts, candy, cakes etc.

Fairgreen International School is a nut free environment due to some students with severe nut allergies. Please do not send in nuts, sesame seeds, peanut butter, or any other foods containing nuts.

Please note some foods that contain sesame and or pine nuts are Hummus, Zaatar and pesto.

Please provide your child with a spoon or fork if needed and a lunch box and water bottle that are easy to open and close by the child. Leak proof food containers are expected. Make sure all items sent to school are labeled. Sharing food is not permitted due to allergies and diet restrictions.

A healthy diet for students is very important!

- It helps to improve their concentration, learning and behaviour.
- Promotes proper physical growth and development.
- Builds their strength.
- Promotes resistance to infection.
- Gives plenty of energy.
- Helps them to establish healthy eating habits for life.

BIRTHDAYS

This is a time for your child to feel extra special and celebrate their birthday with classmates. What we do at school:

- Make your child feel extra special on their birthday
- Have a set period of time for your child to enjoy their class celebration
- Sing 'Happy Birthday'

LOST PROPERTY

Lost property is located at Reception on the ground floor and will be stored there until the end of each half term. Lost property is given away to local charities if not claimed. For any valuable items that may have been misplaced whilst at school, please speak to Reception as these items are kept securely until they are claimed.

Please make sure all items are labelled with your child's name including Airpods, Apple Pencils and any other small items.

PRIMARY YEARS PROGRAMME (PYP)

The IB PYP is designed for students aged 3-12. It focuses on the development of the whole child as an inquirer, both in the classroom and in the world outside. It is a framework guided by six transdisciplinary themes of global significance, explored using knowledge and skills derived from six subjects areas, as well as transdisciplinary skills, with a powerful emphasis on inquiry.

THE IB LEARNER PROFILE

The IB Learner Profile is a collection of research-supported attributes across the entire IB continuum. These attributes are, in effect, the personalisation of the IB aims and philosophy. The attributes we will therefore encourage and develop in our students are being:

- Reflective
- Balanced
- Knowledgeable
- Open-minded
- Inquirers
- Risk-takers
- Communicators
- Caring
- Principled
- Thinkers



SUBJECTS

All PYP schools follow the IB framework. The PYP acknowledges the importance of traditional subject areas such as Language, Maths, and Science, whilst encouraging an interdisciplinary approach to learning through the combination of many subject areas. For a broader understanding we have separated the subject areas below for a quick overview of the different strands.

EAL

We offer our students support with English as an additional language (EAL). This is taught in small groups or on a one-on-one basis, supporting non-native English speakers in order for the students to improve their English skills and so that they can participate fully in the classroom activities without excessive difficulties / struggle.

ARABIC A

Arabic A is mandatory for all students registered in the school under an Arab passport. Grades 1-3 have 6 lessons per week, Grades 4-6, five lessons per week and Grades 7-12 have 4 lessons per week. The above is a requirement from the Ministry of Education.

ARABIC B

Arabic B is mandatory for all students in Grades 1-9 registered in the school under any nationality other than Arabic nationalities. Grades 1-9 are offered four lessons per week. From Grades 10-12, Arabic B is optional.

ISLAMIC STUDIES

Islamic Studies is mandatory for all Muslim students from Grade 1 to Grade 12, and is conducted in Arabic or English depending on the student's Arabic class (A or B). For relevant students, Islamic Studies classes take place in 3 times per week for Arab Muslim students in grades 1-3 and 2 times per week for students in grades 4-12. Non-Arab muslims will take Islamic Studies classes twice a week in grades 1-12.

MORAL EDUCATION

UAE Moral Education is mandatory and is taught as a stand alone lesson from Grade 1 to Grade 12. Much of the strands of Moral Education are covered through our "Jigsaw" program. The Jigsaw program covers;

- Being Me in My World
- Celebrating Difference (including anti-bullying)
- Dreams and Goals
- Healthy Me
- Relationships
- Changing Me

Other areas of the Moral Education curriculum are covered discretely to ensure full coverage of the ministry standards.

FRENCH

French is taught to all students from Grade 1 twice a week.

MATHEMATICS

There are five essential elements used in the PYP programme; knowledge, concepts, skills, attitudes and action. All of the above are integrated into our mathematics units just as they are in other subjects. These elements help students gain a greater overall understanding and love of mathematics. Students achieve a solid foundation specifically in the following areas of mathematics:

- Data handling
- Measurement
- Shape and space
- Pattern and function
- Number

ENGLISH

Students learn to develop language within meaningful and enjoyable contexts. They are able to make connections, apply their learning, and transfer their conceptual understanding to new situations. This progressive conceptual development, together with an enjoyment of the process, provides the foundation for lifelong learning.

The strands within English are described separately and are represented by the continuums below.

- Spoken Language
- Reading (Word Reading and Comprehension)
- Writing (Transcription; Composition; Vocabulary, Grammar and Punctuation)

UNIT OF INQUIRY (incorporating many subjects including Science & UAE Social Studies)

During the Unit of Inquiry, students will be taught a range of subjects combined together. Students will learn how to recognize, examine, be aware and communicate their ideas or provide explanations using their own social & scientific experiences.

Science:

- Living things
- Earth & Space
- Materials & Matter
- Forces & Energy
- Working Scientifically

UAE Social Studies:

- History
- Civics
- Geography
- Sociology
- Economics
- Information Literacy
- Information Processing (Research)
- Moral Education
- UAE Culture, Heritage and Tolerance

VISUAL ARTS, MUSIC AND DRAMA

The PYP recognizes that not all learning can/should be supported solely through language, and that arts as a medium of inquiry also provide opportunities for learning, communication and expression. Learning about and through the arts is fundamental to the development of the whole child, promoting creativity, critical thinking, problem-solving skills and social interactions.

These are the areas of assessment.

- Responding
- Creating

INFORMATION AND COMMUNICATION TECHNOLOGY (ICT)

ICT is integrated across the primary years.

- Provides opportunities for rapid feedback and reflection
- Provides opportunities to enhance authentic learning
- Provides access to a broad range of sources of information
- Provides students with a range of tools to store, organize and present their learning
- Encourages and allows for communication with a wide-ranging audience
- Documents the learning, making it available to all parties

CONTACT DETAILS

Fairgreen Reception

971 4 875 4999

info@fairgreen.ae

Admissions

971 4 875 4999 ext. 3510

admissions@fairgreen.ae

Accounts

971 4 875 4999 ext. 3540

accounts@fairgreen.ae