



COVID-19 TASK FORCE				
BUILDING & FACILITIES				
Sno	Name	Role	Email	Designation
1	Zahid Rehman	Facilities Incharge	zahidur.d_oos@gemsedu.com	Manager School Operations
2	Jaffin George	Deputy Facilities Incharge	jaffin.g_oos@gemsedu.com	Asst. Manager School Facilities
3	Taher Mohammed	Facilities Incharge Member	taher.m_oos@gemsedu.com	Admin Assistant
4	Renson Thomas	IT In- Charge	renson.t_oos@gemsedu.com	IT Admin
HEALTH & SAFETY OFFICERS				
Sno	Name	Role	Email	Designation
1	Asma Gilani	Nominated Governor/Head Teacher	asma.g_oos@gemsedu.com	Principal & CEO
2	Zahid Rehman	HSO - Health and Safety Officer	zahidur.d_oos@gemsedu.com	Manager School Operations
3	Hemlata Thawani	Designated Safeguarding Lead -DSL	hemlata.t_oos@gemsedu.com	Headmistress
4	Elizabeth George	Deputy Designated Safeguarding Lead -DDSL	elizabeth.g_oos@gemsedu.com	Head of Section- Middle School
5	Priya Ramachandran	Departmental Head	priya.r_oos@gemsedu.com	Head of Section- KG
6	Shobhana Sripathi	Departmental Head	shobhana.s_oos@gemsedu.com	Head of Section - Primary
7	Rachel Pereira	Departmental Head	rachel.p_oos@gemsedu.com	Head of Section- Senior School
8	Ritu Arora	KG1 Lead	ritu.a_oos@gemsedu.com	KG1 Supervisor
9	Franak Kheshwala	KG2 Lead	franak.k1_oos@gemsedu.com	KG2 Supervisor
10	Mini Jayapalan	Grade 1 Incharge	mini.j_oos@gemsedu.com	Grade 1 Supervisor
11	Samirah Parvez	Grade 2 Incharge	samirah.p_oos@gemsedu.com	Grade 2 Supervisor
12	Nandela Sujatha	Grade 3 Incharge	nandela.s_oos@gemsedu.com	Grade 3 Supervisor
13	Sharmistha Mazumder	Grade 4 Incharge	sharmistha.m_oos@gemsedu.com	Grade 4 Supervisor
14	Sabeena Fakhir	Grade 5 Incharge	sabeena.f_oos@gemsedu.com	Grade 5 Supervisor
15	Bindu Vijayakumar	Grade 6 Incharge	bindu.v_oos@gemsedu.com	Grade 6 Supervisor
16	Vinita Suvarna	Grades 7 and 8 Incharge	vinita.s_oos@gemsedu.com	Grade 7&8 Supervisor
17	Reshmi Pillai	Grades 9 and 10 Incharge	reshmi.p_oos@gemsedu.com	Grade 9&10 Supervisor
18	Moeen Umrazia Khanum	Grades 11 and 12 Incharge	moeen.k_oos@gemsedu.com	Grade 11&12 Supervisor
SCHOOL CLINIC MEDICAL STAFF				
1	Dr Farhana Rasool	Doctor Incharge- Middle & Senior	farhana.r_oos@Gemsedu.com	School Doctor
2	Dr.Sanam Sheikh	Doctor Incharge - KG &Primary	sanam.s1_oos@gemsedu.com	School Doctor
3	Mini Murlidharan	Member	mini.m_oos@gemsedu.com	Nurse
4	Remya Kurien	Member	remya.k1_oos@gemsedu.com	Nurse
5	Jacquiline Jacob	Member	jacquiline.j_oos@gemsedu.com	Nurse
6	Zia Matthew	Member	zia.m1_oos@gemsedu.com	Nurse
7	Viji Jacob	Member	viji.j_oos@gemsedu.com	Nurse



COMMUNICATION AND PARTNERSHIPS WITH PARENTS				
1	Asma Gilani	Committee Head	asma.g_oos@gemsedu.com	Principal & CEO
2	Hemlata Thawani	Deputy Committee Head	hemlata.t_oos@gemsedu.com	Headmistress
3	Tarannum Ahmed	Member	tarannum.a_oos@gemsedu.com	Registrar
4	Emery Dias	Member	emery.s_oos@gemsedu.com	Executive Secretary
5	Pavitra Subba	Member	pavithra.s_oos@gemsedu.com	Admission Secretary
6	Nuha Sraj	Member	nuha.s2_oos@gemsedu.com	Government Relations Executive GRE
7	Rasha Hamada	Member	rasha.h_oos@gemsedu.com	Assistant GRE
STUDENT AFFAIRS & HUMAN RESOURCES				
1	Asma Gilani	Committee Head	asma.g_oos@gemsedu.com	Principal & CEO
2	Hemlata Thawani	Deputy Committee Head	hemlata.t_oos@gemsedu.com	Headmistress
3	Emery Dias	Member	emery.s_oos@gemsedu.com	Executive Secretary
4	Radhika Kuzhippat	Member	radhika.k1_oos@gemsedu.com	Student Counsellor
5	Shobha Poojari	Member	shobha.p_oos@gemsedu.com	Student Counsellor
6	Reena Bisht	Member	reena.b_oos@gemsedu.com	SEN Teacher
7	Remya Pillai	Member	remya.p_oos@gemsedu.com	SEN Teacher
SCHOOL ACADEMIC AFFAIRS (CURRICULUM AND TEACHING)				
1	Franak Kheshwalla	Kindergarten Incharge	franak.k1_oos@gemsedu.com	KG2 Supervisor
2	Sabeena Fakh	Primary Incharge	sabeena.f_oos@gemsedu.com	Grade 5 Supervisor
3	Vinita Suvarna	Middle School Incharge	vinita.s_oos@gemsedu.com	Grade 7&8 Supervisor
4	Moeen Umrazia Khanum	Senior School Incharge	moeen.k_oos@gemsedu.com	Grade 11&12 Supervisor
5	Ghada Riad	Arabic Incharge	ghada.r_oos@gemsedu.com	Arabic Supervisor
6	Samirah Parvez	Islamic Studies Incharge	samirah.p_oos@gemsedu.com	Grade 2 Supervisor