

GENERAL CIRCULAR

- ❖ The school will commence at 9.00 a.m. So make your wards take their breakfast and reach school on time.
- ❖ The closing time of the school will be 4.p.m. So try to pick them up before 4.30 p.m.
- ❖ Keep your wards' bags, shoes, socks and uniforms neat and one colour dress for emergency should be kept in students' bags for classes from I to IV.
- ❖ Parents from III class onwards must be watchful of their wards' home work.
- ❖ Send your wards' note books only according to the timetable to avoid overload of books to be carried by your ward.
- ❖ Go through the instructions written in your wards' diary regularly and affix your sign.
- ❖ Never encourage your ward to use the 'use and throw plastic objects'.
- ❖ When you send your ward by auto or omni van see that only limited number of students are made to sit freely. Instruct the driver about safety measures.
- ❖ During rainy seasons sent rain coat and umbrella to your ward.
- ❖ Daily send vegetables for lunch and regularly give sprouted grains, dates and ground nuts and other healthy snacks instead of crisps.
- ❖ Giving chocolates and cakes on students' birthdays are strictly prohibited. You are encouraged to give ground nut candies / dates / some books to library / usable gifts like pencil / eraser to kids / plant saplings to schools / flour balls to classmates if you are willing. It is not compulsory.
- ❖ At least two phone numbers of parents in working condition should be mentioned in your wards' diaries for emergencies.
- ❖ If the child is sick in the morning, avoid sending him / her to school.
- ❖ If any sickness prolongs and the child is under medication, kindly inform the class teacher. No medicines should be kept in the child's bag. You are instructed to give only to the class teacher. They will give it in the right time.
- ❖ The parents who drop your ward in two wheelers are instructed to park your vehicles in the places provided.
- ❖ The parents who drop your ward in three and four wheelers are instructed to park your vehicles in the area provided without disturbing the public.
- ❖ In case of your inability to pick up your ward, you are instructed to make a call to the office for sending somebody else with his/her name and their identity.
- ❖ Regularly provide at least two bottles of pure drinking water to your ward.
- ❖ Parents are instructed to avoid school entries in casual wears.
- ❖ Maintain your dress code inside the school campus.
- ❖ When we provide de worming tablets or vaccines the information will be written in your wards' diaries previously.
- ❖ In case of your inability to arrive in person, you can intimate your suggestions / requests to the class teacher through your wards' diaries.

For your further enquiries contact:

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