



Dear Parent,

- * Parents of old students are requested to return SIC for updation.
- * Please continue sending old diary & old ID Card until the new ones are issued.
- * Whenever any note is given kindly acknowledge it.
- * All the belongings of the child are to be labelled properly with child's name, class and section.
- * New Admission Student should wear the temporary ID card till the permanent one is issued.
- * Please inform in written if your child is not toilet trained. Also inform us if your child is allergic to anything or suffering from any disease.
- * For Nursery and K.G. I Student, a spare dress has to be submitted in the school to his/her class teacher with the name written on the polybag.
Girls – a frock, undergarment and a hand towel.
Boys – trousers, shirt, underwear and a hand towel.
- * Parents are not allowed to visit their child in the class room. If they desire to meet the class teacher please give prior information and take permission on the following telephone numbers of the school – 3220868, 3225004, 6466676, 6466686.
- * Teachers will be available to meet the parents on all working days between 8:00 am to 8:45 am and 1:30 p.m. to 2:15 p.m. only.
- * Please do not send any eatables with your child, as they are provided with proper nutritive lunch in school.
- * It is compulsory for the parents to carry Student Identification Card (SIC) whenever they come to pick up their child from school.

Schedule of The Day

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| Reporting time in School | 9:15 am |
| 1 st Period | 9:40 am to 10:15 am |
| 2 nd Period | 10:15 am to 10:45 am |
| 3 rd Period - Lunch for Nursery to K.G. II | 10:45 am to 11:20 am |
| 4 th Period - Lunch for Class I and II | 11:20am to 12:00 noon |
| 5 th Period | 12 noon to 12:35 pm |
| 6 th Period | 12:35 pm to 1:10 pm |
| Buses leave with the students | 1:15 pm |

- * Every Saturday will be holiday for Nursery.
- * Every Second Saturday will be holiday for K.G. I to Class II. (Until otherwise informed)
- * Sports activity days will be as follows :
 - (a) Swimming - _____
 - (b) Skating - _____
 - (c) Gymnastics - _____
- * Kindly note down the requirements for the above mentioned activities :
Swimming -Swimming Costume, medium size towel, swimming cap, undergarments, comb in a small separate bag with the name, class and section written on it.
Skating – Skates, Head Guard, Elbow Guard, Knee Guard
Gymnastics –For girls green legging is compulsory.

Principal

Headmistress

