

Note to Parents of kindergarten

- ❖ Each child to be trained by parents to say his/her name, father's name and mother's name.
- ❖ All belongings to be labelled correctly and neatly (books, school bags, tiffin box, water bottle, spare clothes, crayons, pencil, napkin etc.)
- ❖ All books to be covered in Brown paper given from school and they have to be handed over to the class teacher along with stationery items on **Thursday, 30th of March** from **8.30 am to 12 noon**.
- ❖ Trolley bags are strictly prohibited in our school for safety reasons.
- ❖ Students will be assessed regularly. Regularity is a must. 95% attendance is a must for the child to be promoted to the next class. More than 2 days leave to be sanctioned by the Principal.
- ❖ Prolonged absence on medical grounds should be supported by a Medical Certificate.
- ❖ Mail inbox to be checked by the parents daily.
- ❖ No gold ornaments or other accessories should be worn by the students.
- ❖ All communications with teacher can be done through the e-mail or on Phone in the given timing.
- ❖ In case of any doubts, you are requested to call the class teacher at her given number only between **12 p.m. to 1 p.m. on working days only**.
- ❖ School Timings:
 - Morning Shift :
 - Arrival Time : 7:35 am
 - Dispersal Time: 11:10 am
- ❖ Own transport students should be collected immediately after the dispersal.
- ❖ Parents should not to enter the classrooms during the school hours.
- ❖ Kindly send 5 passport size photographs (along with its soft copy) in school uniform to the class teacher in the 1st week itself.

- ❖ In order to enable our children to maintain a balanced diet, we request you to send healthy tiffin with your child.

KINDLY FOLLOW THE GIVEN DIET CHART

MONDAY	Chapatti + Sabji
TUESDAY	Regular tiffin(bread, sandwich, etc.) + Fruits
WEDNESDAY	Regular tiffin + Green salad
THURSDAY	Regular tiffin
FRIDAY	Child's choice

- ❖ **Junk food or artificially flavoured drinks are not allowed.**
Food should not be sent in plastic covers (proper tiffin boxes are to be used). Also send a napkin regularly with the tiffin.
- ❖ **Kindly maintain the books neatly. Neatness will be appreciated.**
- ❖ If any change in your telephone number or home address should be informed to the class teacher as well as admin directly. Kindly avoid contacting front office to communicate with your ward class teacher.
- ❖ All students are expected to come smartly dressed to school wearing the prescribed uniform.
- ❖ School uniform to be worn everyday with black shoes and white socks (with no frills and embroidery), kindly avoid lace shoes and use Velcro shoes ; Long hair must be **plaited neatly or pony tail with black /navy blue band, a plain black or white hair bands for short hair girls.**
- ❖ Sports uniform with white shoes and white socks to be worn on PE days. **PE Day for KG 1 A is every Monday.**
- ❖ Students should come with hair properly trimmed and combed.
- ❖ Overall cleanliness, pressed uniforms and polished shoes are the prerequisites of a smart turn out.
- ❖ Regularly empty the student's bags and clean them.
- ❖ Please ensure that your child does not carry any additional books or things to school.

Thanks..... Your co-operation will be highly appreciated.

Best Regards

Principal