

Dear Parents,

Please take note of the following points (which are mentioned in the School Diary) as a gentle reminder-

- 1.) Kindly avoid sending birthday gift to school for students or teachers. **“Parents and/ or pupils (individually or collectively) are forbidden to give teachers gifts. Neither parties, nor gift presentations by students or parents on birthdays of students/teachers on such occasions are allowed. A token gift of a flower or a may be allowed.”** - Refer to point 4 on page 33(School Diary)
- 2.) In case you wish to celebrate or distribute gifts to the underprivileged children you are most welcome to contact the Pre Primary School Coordinator Ms. Deepika Kohli.
- 3.) **“For every absence, a written statement, signed by the Parent/Guardian is required on the day the pupil returns. If a student is absent for more than 3 days due to ill health, a certificate from a doctor is required stating illness and fitness to join.”** – Refer to Point 3 on page 31 (School Diary.)
- 4.) **“Students must reach school on time. Students arriving late to school are reminded about being on time. The third late coming in a term automatically requires that the student be sent home that day and considered absent.”**-Refer to point 1 on page 31(School Diary)
- 5.) Kindly refrain from sending your child to school in case of fever or rash of any kind. **“In case of infectious diseases the parents are required to submit a medical certificate to the effect that the child is fit to rejoin. However approval will still be subject to school authorities.”** Refer to point 9 on page 32 (school Diary).

Your cooperation in this regard will be highly appreciated.

Thanks ‘n’ Regard,

Deepika Kohli
Coordinator Pre-Primary