

FAS/CIRCULAR #PP8/ 31.8.17

Dear Parents,

2<sup>nd</sup> PTM for Class KG is rescheduled on 9<sup>th</sup> September'2017.

Time: 7.45 AM-11.15 AM

- Program of the day- Open House (in auditorium) followed by PTM (respective class rooms).
- Assembly of parents in auditorium- 7.45 AM onwards. Program will start at 8AM SHARP.
- Kindly adhere to the given time slot to avoid parking inconvenience. Car Pooling will be highly appreciable.
- Entry will be from Gate # 2. It is mandatory to carry the Parent Identity Card and the badge with class/section and Roll numbers of your child. The badge will be sent by respective Class Teachers beforehand. Checking of Parent Identity Card and the badge will be done at Gate # 2 itself.
- You are requested to make use of parking space outside Gate # 1 & 2.
- Open House will be for about 30-40 minutes; thereafter instructions will be given to move to respective classrooms as per the roll # of your child.
- PTM-1<sup>st</sup> Slot will be for Roll Numbers ----1-20 (all sections)----9AM - 10 AM
- 2<sup>nd</sup> Slot will be for Roll Numbers -----21-45 (all sections)----10. AM-11.15 AM.
- Parents of 2<sup>nd</sup> slot will remain seated in the auditorium for a brief presentation by the school counselor. Highlights of this presentation will be made available on the school website as well as campus care.
- As a sincere request parents are advised to vacate the school premises as soon as they finish with the PTM to allow our school buses to be parked; it being a regular working Saturday for senior school.
- Help Desk for any queries/concerns regarding campus care will be available in PP Activity area during this time i.e 9 AM-11.15 AM.

Best Regards,  
Deepika Kohli  
Coordinator Pre Primary