

PARENTAL CIRCULAR REGARDING DISPERSAL ON EXAMINATION DAYS

Dear Parent,

4th March, 2017

As you are aware that the **Summative Assessment II** for class **IX** is commencing from **14th March, 2017** and hence we are forwarding you the guidelines to be followed on examination days your kind consideration.

You are requested to note the following schedule to be followed from **14th March, 2017 onwards**.

- **Last working day for students of Class IX: 7th March,2017**
- The School Timings from 14th March, 2017 for class IX students shall be 8.00am to 12.00noon. (Morning reporting time will be usual school timings). Students are supposed to report in proper school uniform during examination days.
- **In case your ward is suffering from fever or any communicable disease then kindly do not send your ward to school and submit an application along with the doctor's prescription a day prior to the examination otherwise absent will be marked.**
- In genuine medical case only we shall conduct a retest again.
- No unfair means during examination shall be tolerated. Paper shall be cancelled and zero marks will be accorded in the subject the student is found cheating.
- Ensure your ward brings sufficient exam related materials. We do not approve students asking for pen/pencil from other students and disturbing them.

Schedule for Parent -Student Dispersal from 14th March, 2017

CLASSES	TIMINGS
IX	12:00 noon (Self students) Self-students of class IX shall disperse at 12:00 p.m. sharp.
	12.25 (Parent Students) Parents to collect their ward from Gate No 2
	12.25 p.m.(Conveyance students) The school buses will leave the school premises at 12: 25 p.m. You are requested to make it convenient to pick your ward from the respective bus stops accordingly. Private Cab students to confirm timings from cab drivers)
Note: Students' not availing school conveyance shall make necessary arrangements.	

IMPORTANT NOTE:

- Remedial Classes for Class IX students to commence from 8th March, 2017.Students shall be called for remedial classes if required during study leave days.
- Deposit pending fee of your ward before the commencement of exam to avoid unnecessary hassles or inconvenience due to non-payment of school fee.
- Result and Book availability details shall be forwarded soon.

All the best for the forthcoming exams

Principal