

PARENTAL CIRCULAR REGARDING DISPERSAL ON EXAMINATION DAYS

Dear Parent,

6th September, 2018

As you are aware that the **FIRST TERM EXAMINATION** for Class III to XII is **commencing from 10th September, 2018** hence we are forwarding you the self/parent and route dispersal timings for your kind consideration.

You are requested to note the following schedule to be followed from 10th September, 2018 onwards.

- The School Timings during the above mentioned days for class I - XII shall be as usual. Ensure your ward reaches before the school gate closes at sharp 8.00 am. No exam excuse if late.
- As we have changed schedule of dispersal for Classes III to XII during exam days we have decided to inculcate the changed dispersal timings in Classes I & II also to ensure safe dispersal..
- The school buses (First Route) will leave the school premises at 12.10 pm and Private Cabs (First Route) at 11:50 a.m.
- You are requested to make it convenient to pick your ward from the respective bus stops accordingly
- **Self-students of class I-XII shall disperse at 12:15 p.m.**
- Students of Class I to XII are supposed to report in proper school uniform during examination days. Ensure that your ward carries lunch box and required stationary during exam 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.**
- No unfair means during examination shall be tolerated. Paper will be cancelled and zero marks will be accorded in the subject the student is found cheating.
- Ensure your ward brings sufficient exam related materials (stationery items). We do not approve students asking for pen/pencil from other students and disturbing them.

Schedule for Parent -Student Dispersal

S.NO	CLASSES	TIMINGS
1.	I - II	12:10 PM
2.	III	12.30 PM
3.	IV	12.45 P.M.
4.	V	1.00 PM
5.	VI-XII	12.30 PM

Note: Parent students to be picked up as per the schedule given
Students' not availing school conveyance/private cab shall make necessary arrangements.

IMPORTANT NOTE:

- **Preparatory Leave for students has been mentioned in the Date sheet.**
- Regular Classes will resume from 26th September, 2018 for students of Class I to XII. Usual school timings will be followed in the morning and afternoon.
- Result Declaration of First Term Examination on 6th October, 2018.
- **Deposit pending fee of your ward before the commencement of exam to avoid unnecessary hassles or inconvenience due to non-payment of school fee.**

All the best to our students for their forthcoming exams.

Principal