Dear Parents,

## Kindly note the following:

- 1. The daily Home work is sent to parents daily via SMS for all the classes (Nursery to XII).
- The same Home work is also posted on the school website on 'SHOW HOMEWORK' page and will remain all through the year. Any day's home work can be seen on any day. Those who fail to receive home work on the SMS, can get it from the school website.
- 3. The Class work of students will not be sent on whatsapp group anymore, the reason being, students who usually do their class work in the class also are not doing it these days thinking that they could do it at home from the whatsapp; thus there is a bit of indiscipline created in the class while teaching. Therefore, the class work will be sent to parents individually only on request for the students who happen to be on leave, that too with leave application and with proper permission of the Principal. If leave application is not submitted in the office or to the teacher, the class work will not be sent even on request.
- 4. Ordinarily, the class work will be sent on the school website on every Saturday, which can be used by the parents to complete the work of their wards, Or, parents can contact another student of the same class and get the work on the whatsapp from that student or parent. The absent student can be provided with the whatsapp number of another student by the teacher for the purpose if required.
- 5. The **existing Whatsapp groups of all the classes will remain** and will be maintained for intimating parents about news and announcements of the school whenever required.
- 6. Also, if the parent wants any help in completing the note book work of their wards, they can contact the Principal or the school office for the purpose. The parent can be provided the note book of another student for photocopying during the school hours, that too if the student is absent with the leave application and with proper permission only. Note books of other students will not be allowed to be taken home at any cost.
- 7. I am reported that some parents call the teachers on their personal mobile number at any time, even late in the evening. Please remember that teachers also should have their personal time and personal life. Therefore, it is important to note that **parents are not allowed to call the teachers on their personal mobile numbers** at any time for any reason. Please use the school landline numbers to intimate any message (school related only) to any teacher during the school hours.
- 8. Parents are also **recommended to make optimum use of Student Diary, (page No. 41 'Parent's Page')** for any communication with the teacher. The teachers will be happy to assist you and solve any query through this page.

Thank you Principal