

Dear Parents,

The school feels pleasure to wish you a very happy session 2020-21, **'well begun is half done'** so with a hope that jointly we can nurture & groom our children to make them academically strong & socially responsible citizens, Lets design their future weaving their passion into it.

1. It is an earnest desire of the school that the **students must speak English during the school working hours** in all the affairs of the school campus life to make the students well versed in this language. (We expect and request all the parents to encourage their wards to follow the practice of spoken English.
2. Reading English newspaper everyday for better comprehension is compulsory. Kindly see that your ward (Std.VII to XII) is bringing English news paper prescribed by the teacher.
3. School is **holding special morning classes for std. VIII to XII** students & Remedial classes for tail enders throughout the session in the morning & evening.Please see that your wards utilise this opportunity to the fullest. Absenteeism in this shall be viewed seriously.
4. Your child will be given a new student's diary which contains columns for specimen signatures alongwith photographs. **Please furnish three specimen signatures alongwith photographs** Any kind of correspondence with school must bear any of these specimen signatures, failing which we will not be able to entertain your representation. Please submit the diary extract with all the details alongwith the photographs of the students and the guardians within one week of the receipt of the diary.
5. Ensure that your child brings all the **books and copies well covered with brown plastic coated cover** and name sticker by 15th April,2019. **No consideration in this regard.**
6. So often request is made to relieve students during the school working hours, sometimes just after the finish of one period or two & that too for simple reasons. Besides loss of studies, this is not desirable for several other reasons too. So **please make such requests only in case of emergency** and the application for this purpose must be signed & submitted in advance by the parents whose specimen signature should be available in the student's diary , lest we should not be able to accede to it. Blood test candidates would get it approved before parent's arrival.Use Parents card for receiving your children through 3rd Person.
7. **Please do not give non-veg(even eggs)& junk food to the students in tiffin.** Better prefer to add a bit of salad and fruits in healthy corner of their tiffin. **Do not send tiffin late.**
8. **75% Attendance** is mandatory for appearing in the term / Annual Exam or promotion to the next higher class. **Shortage of attendance % i.e. below 75% shall not permit the child to sit for the Exam.** Attendance on 26th Jan & 15th Aug is mandatory.
9. Absence without sanctioned leave is viewed seriously so better send application in advance. In case of **3 consecutive days of absence** without any information **student's name shall automatically get struck off. 2 months fees dues will lead to name getting struck off.** However, he / she may be readmitted (**subsequent to the Principal's direction**) after clearing the dues. Please follow the present system sincerely. You may inform the teacher telephonically. (**Only in out station emergency**).
10. We have **Parent-Teacher Meet on every Saturday (CCA Periods) for board classes and the last day of the month (unless notified otherwise) for the other classes.** Parents must attend the meet whenever it is being called. If any parent is unable to attend P.T. Meet ,he/she must inform the class teacher through application **beforehand** or the child may not be permitted to attend the class. **Meet the Principal/Teachers as per visiting hours given on the Notice Board. Children must accompany their parents in PT meet.**
11. As per DAV CMC guidelines, track suit is introduced in all the classes phase wise. This time std.VII is included **Apron** for the Science Practical Classes (Std. IX - XII) & Tracksuit on prescribed days is mandatory.
12. **Encourage your child to join/take part in CCA Activities. / Volunteer work / Social Service / School Clubs for holistic development.**
13. In order to inculcate leadership quality, the students are assigned the duty of Monitors such as Monitors for **Safety, Language, P.A.P., Health, Clubs etc.** Encourage your children to come forward & join any of the 20 clubs running in the schools.
14. Researches show that most of the students get derailed due to use of modern gadgets. Costly materials like **Wrist Watches, Mobiles, I Pod, Pen Drive , CDs etc, are strictly prohibited.**
15. Please read student's diary properly . See the remarks/ advice/ suggestion given by the teacher in the students diary daily & follow the rules. **See the diary for Promotion, Leave, Withdrawal, Admission rules.**

16. The students whose fees for the session 2019-20 are not clear & result has not been given will not be allowed to continue in the class from 3rd April 2020. **However clear the fee dues of the April,2020 upto 29th April' 2019 without fine** as delay in this will be assumed that one has left the school without TC. However from May onwards, the payment can be made as given in the Fee Card. Whenever one requires TC , One needs to clear the fee dues upto the date of application for TC. Follow fee rules.
17. Fee dates for a particular month is only **5th to 20th** of that month. Annual fee clearance before final exam is **Classes X & XII - 20th December,2020 VIII,IX & XI - 20th January,2021, LKG to VII - January,2021,**
18. H.W & **Class Test schedule, Academic Calendar ,CCA Calendar** have been given on Display Board. Advise your children to remain updated.
19. Students must come to school in clean, well pressed dress, sober hair style and well polished shoes. **Low waist / narrow trousers (boys) and short skirts, tight suits (girls) must be avoided.**
20. **Home work / Assignment-**Parent / Guardian must provide congenial atmosphere of study to their wards at home. They also must encourage them for completing their home work / C.W. The new education system has provision of marks for this.
21. Absence in bulk (5 & more), absence from spl. Class, absence on reopening, during the week before the exam and **absence preceding & succeeding long holidays /Vacation will make one liable to penalty.**
22. **JNT report card and Mobile SMS Faculty which monitors overall performance of the students in scholastic & co-scholastic area with requisite details of the students as per practice.**
23. We have Cashless Transaction so **deposit the school fees online or through POS Debit / Credit card without charges. Students shall not be permitted to deposit fees.**
24. **No entry during recess.** Do follow it
25. School is **NO MOBILE ZONE** as per CBSE directives. Parents should keep their mobiles on Vibration / Silent mode before entering the campus.
26. Don't permit your children to go out in the name of Group Projects. unless it is given through Diary note. Don't give money in the name of school unless it is asked through diary note.
27. **Two/Four wheeler riding without license will be taken as indiscipline. If your child has driving licence submit a copy of it for our knowledge.**
28. **Keep updating your phone no. & address** in the beginning of the session to make us handle emergency successfully. Once entered in software, it can't be changed. Please submit the phone no. which is responded.
29. Since it is a non-financed school means not getting financial aid from the **Company or govt.** Thus, **the only source of fund generation for school expenses is fees We ensure quality education on par with city schools but fees are much less than that. Be a part of School family for the betterment of our children.**
30. Summer camp will be organized in the **3rd week of June.** Kindly encourage your wards to attend hobby classes, **General English, Art & Craft, Games & Sports and Music classes.**
31. Reference CBSE circular Feb,2015, any act of **indiscipline** by the students would be viewed very seriously. As per CBSE guideline D.O. No. 12- 19/2012 RMSA -1 dtd. 09/03/2015 bullying (**Direct bullying, Indirect bullying & Cyber bullying**) is strictly prohibited inside the school campus. **It may lead to heavy fine or rustication of the Students,**
(**Direct bullying** - Physical intimidation or attacks, verbal abuse., unwanted attention and advances, damaging property. **Indirect bullying** - Spreading malicious rumours. **Cyber bullying** - Sending unpleasant SMS messages, photographs or emails to the victims or on social sites).
32. Please update yourself **going through the Notice Board** everyday.

Feel free to make any suggestion for the betterment of Your School & Our Children

Wish you all a Happy Start

Sd/-

Principal
on behalf of
Family of DAV Ghatotand

ईश्वर हमारे बच्चों को सदा सुखी रखे I



Keep Smiling