



**Arvind Gupta DAV Centenary Public School
Model Town, Delhi-110009**



Ph: 01127455245

Website: agdav.edu.in

e mail: office@agdav.edu.in

Ref. No. : AGDAVCPS/2015-16/C.No -5 (Class Pre-Primary)

Dated: 20.3.2015

Dear Parents ,

"Coming together is beginning, keeping together is progress and working together is success"

Kindly pay close attention to the points mentioned below. You are requested to follow them so that your child may profit the most and everything may go smoothly between you, the teachers and the school. Preparing your child to get best out of his/her in the Preprimary:

The new session for the Pre-Primary will begin from 7April 2015.

1. The timings for the Nursery Wing are from 8:00a.m to 12:30p.m
2. **Kindly note that late comers will be given warning two times, after that they will be sended back.**
3. Children not using the school transport will be handed over to their parents' only. In case a relative comes to pick the child then an authority letter /Parents I card must be produced
4. On Foot students will be dispersed at 12.50p.m and Private Van will be dispersed at 1 p.m.
5. **All Saturdays will be holiday for the students.**
6. Every child should wear the prescribed school uniform. It should be well washed and ironed. The uniform should be accurate in size.
7. **The temporary I-Cards are to be worn by your ward .The formal I-Card will be provided by the school as soon as possible.**
8. No ornamental or fancy clips to be worn only Black clips and Black hair bands are allowed. Girls are not allowed to wear any kind of precious jewellery. The school will not be responsible for the loss of any unlabelled article. Girls should be in two pleats every day.
9. **The book set and stationary must be submitted to the class teacher on 23rd march 2015, Monday from 2p.m to 3p.m. Make sure that all the books, notebooks, colour box, stationary etc. should be labeled properly before handed over to the class teacher**
10. **Your ward must carry 4 sharpened pencils, 2 erasers in the pencil box daily.**
11. Kindly label all the belongings of your child which include Water bottle, Lunch Box, School Bag etc. Paste a passport size photograph of your child on the school bag along with the I-Card details.
12. **Parents Teacher Meetings should be attended regularly and follow the given timings strictly to make the meeting fruitful.**
13. Parents of students who need academic attention or behavioral counseling can be called for interaction on Saturdays with prior appointment through diaries.
14. Parents must check the school diary regularly and kindly acknowledge (sign) all the circulars and notices sent by the class teacher.
15. You are requested to send healthy and nutritious food according to the meal plan provided to you for the growth and development of your child.

16. Send fruits daily in a separate fruit box. Lunch Packet must contain:

- Red cloth table mat
- Red cloth Apron
- Clean handkerchief
- A spoon

17. Send only toffees of good brands on your ward's birthday to maintain uniformity among the students.

18. **Send an extra pair of clothes every day in your child's bag. If clothes would not be available in the bag in case of an emergency, then Rs. 50/- would be charged from the parents**

19. Leave application must be produced to the class teacher whenever the child is absent

20. Any change in the address or telephone number must be initiated immediately to the school office and the class teacher. Make sure that you only provide that mobile no. Of yours in which there is no DND (Do Not Disturb) service activated so that you can easily receive the SMS send by the school

21. For further details logon to our school website www.agdav.edu.in

22. As we have provided you with Login id's of your ward. So make sure that you can use this to download the worksheets or other assignments.

23. Social networking helps reach people easier and quicker and as we live in an era of the smart phones and smart people, Nursery Department of our school has decided to create "what's App" Group for the parents of preschool and pre-primary, so that any information regarding any of the school / class activity can be forwarded to you immediately. In this regard you are welcome to share any one mobile number in which you can be added. You are only requested to drop the message, if any, on this account. The phone number of teacher should not be used for any personal call. The authority will get back to you within next 24 hours.

Kindly note that Preschool group will be deactivated and new group will be formed. Parents are not allowed to interact/Send Personal message or any other comment to other parent. If any of the parents found doing this then that parent's no. will be deactivated from that group and will not get this facility in future.

Kindly note that the calls to this number will remain restricted.

PRINCIPAL

Consent

I _____ father/mother of _____ class _____ want to join what's app group on my mobile no. The no. is_____.

I assure you that I am not going to make any call on this number. Submit this consent form on 23rd March, 2015.

Signature