



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



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Ref. No. : AGDAVCP/2015-16/C.No -17 (Class Pre-Primary)

Dated: 25.4.2015

Dear Parents,

“Team Work : Coming together is beginning, keeping together is progress and working together is success”

Arvind Gupta D.A.V Centenary Public School, established in 1986 is a school which epitomise the ideals of Arya Samaj's philosophy with the best of modern positivistic paradigm. The school aims to prepare children for life and for global citizenship in the 20th century.

Heartiest welcome to your ward, who is now a part of AGDAV family which firmly believes in promoting knowledge through joyful and playful means thus providing a healthy atmosphere for the growth and development of your ward to the fullest.

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 Pre-Primary:

1. The timings for the Nursery wing are from 8:00a.m to 12:30p.m
2. All Saturdays will be holiday for the students.
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. Late comers will be send back after two warnings through diaries.
5. **On foot children will be dispersed at 12.50 P.m from gate no. 2 (Near Canteen) and Private van children will be dispersed at 1 P.M.It is suggested that avail school bus facility to avoid any kind of inconvenience. In mid of the session the transport facility will not be provided/withdrawl.**
6. Every child should wear the prescribed school uniform. It should be well washed and ironed.The uniform should be accurate in size.
7. **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.**
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.
9. Girls should have two pleats and boys should have short hair cut.
10. Leave application must be produced to the class teacher whenever the child is absent

11. Send only toffees of good brands on your ward's birthday to maintain uniformity among the students.
12. Kindly check the bag of your ward everyday to ensure that no unwanted objects like CD'S, toys ,mobiles or valuable things are carried to the school.
13. **Parents Teacher Meetings should be attended regularly and follow the given timings strictly to make the meeting fruitful. In case of absence you will be called by the supervisor for discussing the child's progress.**
14. Parents who wants to meet the class teacher to discuss about their child's academic performance or behavioural counselling can be called for interaction on Saturdays with prior appointment through diaries.
15. Parents must check the school diary regularly and kindly acknowledge(sign) all the circulars and notices sent by the class teacher.
16. 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.
17. School will be providing Fruit Time for your ward,Kindly Send fruits daily in a separate fruit box. Lunch Packet must contain:
 - Red cloth table mat
 - Red cloth Apron
 - Clean handkerchief
 - A spoon
18. **Send an extra pair of clothes every day in your child's bag to avoid any type of in convenience.**
19. Remember your child needs you and you must give some of your time to your child.
20. Inculcate a courteous attitude (thank you, sorry, please, excuse me, may I, Good morning) Keep away your child from hearing abusive language so that it may not become part of his /her vocabulary.
21. Observe and check the unusual behaviour of your child to bite/hit/kick/throw objects at others etc.
22. 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. **For further details log on to www.agdav.edu.in**
23. **Canteen facilities will be provided from 9:00 am to 10:30 am in working days.**
- 24.

STEPS TO ACCESS STUDENT LOGIN

Log on to school's website www.agdav.edu.in and click student login on the home page. Enter **Admission no.** of your ward in **Login Id** and **Date of Birth** of the student in the **Password**.

Students Admission Number should be entered in 8 digits. **If you have 4 digit Admission number, first add four times 0 and then admission number (0000admission number).** Students having 8 digit Admission number are not supposed to enter four times 0 before admission number.

Enter Date of birth of the student in the following format dd-MMM-yyyy i.e. 2 digits for date, first three letters of the month (jan, feb etc.) and year in 4 digits separated by – .

E.g. For a student having admission no. 2222

Login Id

00002222

Password

01-jan-1990

In case of query, contact computer department.

25. 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. Parents are not allowed to interact/Send Personal message or any other comment to other parent. If any of the parent found doing so 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.

Signature