

Circular No: MSU/2023/007

Dear Parent,
Greetings!

Kindly note the following points:

- **Arrival and dispersal time**

The school reopens on 14th June, Wednesday 2023. The school will function for five days a week i.e Monday – Friday from 8:30 a.m. - 3:00 p.m. However own transport students should be picked up at 3:15 p.m.

The school gate will be closed by 8:25 a.m. and students will not be permitted in the campus after 8:30 a.m. (Nursery dismissal will be at 12:20 p.m.)

- **Uniform**

1. Students to wear neatly ironed uniforms with black sports shoes and school white socks on a daily basis.
2. Nails have to be trimmed. Nail polish/mehendi is not permitted.
3. Girls: Hair longer than shoulder length to be tied in two braids. The child to use blackcrunchy to tie the hair.
Boys: Hair has to be neatly combed and preferably Army/Crew cut.

- **Identity Card**

Identity cards can be collected from the class teacher. Kindly ensure that your child wears the Identity Card to school on a daily basis.

- **Communication**

The parents can communicate with the class teacher through the school Almanac/schoolknot. Please go through the almanac and fill in the personal data forms. Schoolknot App to be checked on a daily basis for updates on events and holidays.

- **Fetchers Card**

For security basis, fetchers card will be handed over to parents shortly. You are requested to show the card while you pick your ward from the school campus.

- **Transport:**

Please reach out to the transport department **Mr. Srikar (8688614085)** for any clarification on the routes/timings for pick up.

- **Bags and Bottles:**

Please ensure that your ward carries all the books on the reopening day. Lunch box and water bottle to be carried in a lunch bag (kindly label all the belongings). Please send a neat hand towel/serviette as well. Please include a bed sheet and a small pillow for **Nap time (PP-I)**

- **Celebrating birthdays:**

Parents are informed that the school will not permit cutting of cakes and distribution of return gifts on birthdays. Only chocolates can be distributed. However, a story book can be donated to the school library, sponsored by the child.

- **Lunch:**

Mess facility will be available to students from the month of July. Further detail will be shared shortly.

Parents are requested to leave the school campus after handing over the child to the respective Class teacher/Incharge.

For further clarification please contact the **School Numbers: 9697981111/2222/3333.**

WE ASSURE YOU YOUR CHILD IS IN SAFE HANDS

<u>SCHOOL BELL TIMINGS</u>	
8:30 a.m. - 8:45 a.m.	➔ ASSEMBLY
8:45 a.m. - 9:25 a.m.	➔ 1 st Period 2 nd Period
9:25 a.m. - 10:05 a.m.	➔ Period
10:05 a.m. - 10:20 a.m.	➔ BREAK
10:20 a.m. - 11:00 a.m.	➔ 3 rd Period
11:00 a.m. - 11:40 a.m.	➔ 4 th Period
11:40 a.m. - 12:20 p.m.	➔ 5 th Period (Nur-Dismissal)
12:20 p.m. - 12:50 p.m.	➔ LUNCH
12:50 p.m. - 1:30 p.m.	➔ 6 th Period
1:30 p.m. - 2:10 p.m.	➔ 7 th Period
2:10 p.m. - 2:50 p.m.	➔ 8 th Period
2:50 p.m. - 3:00 p.m.	➔ Class Teacher Period