

February 13, 2021

Dear Colleagues

Please Note:

1. School Timing

- School will get over at 2:00 p.m. for all till February 28, 2021.
- Reporting Time: 8:50 a.m.
- Mr. Sanjeev & teachers taking last period will ensure smooth dispersal at 1:30 p.m.
- No morning assembly.

2. Social Distancing in school

- Kindly follow all the protocols during your stay in the school.
- Maintain social Distance
- ***Teachers whose wards are accompanying them to the school are requested to give clear instruction to them and set an example for others.***

3. Lunch/Tiffin box/School Timings/Odd-Even (Classes X to XII)

Class Teachers will send the message-

- Bring snacks/lunch box in the morning along with them. Though current TT help them go back home at 1:30 p.m. for lunch.
- Class X & XII to attend school in full strength every day.
- Class XI to follow ODD/EVEN system. It means on Odd date-Odd roll numbers to attend the school & vice-versa.
- ***Parents/guardians will not be allowed to come to school to keep lunch box etc till further direction.***
- ***It is applicable on teaching faculty too- Please lead with an Example for others.***

4. Books & Stationary:

- *This year it was a challenge for the Book Seller to arrange all books on time due to COVID-19.*
- *Book seller has made the arrangements on school request and as per the order placed by the parents in advance.*
- *Mr. Vijay, please share the list with book seller and ensure that it shall be provided accordingly.*
- *Parents will get the books/stationary from the shop near SBI Bank Sholtu as per schedule given below:*

- 16.02.2021 Classes Nur-II 02:00 p.m. to 5:00 p.m.
- 17.02.2021 Classes III-VIII 10:00 a.m. to 5:00 p.m.
- 18.02.2021 Classes IX-X 10:00 a.m. to 5:00 p.m.

Ms. Dineshwari-Please give common message to the concern class teachers, which will be shared in Class group.