

March 18, 2020

NOTICE

Orders have been received from the Directorate of Education, Govt. of NCT of Delhi to keep all educational institutions closed till 31st March 2020. Several other measures have been prescribed to prevent the spread of Corona Virus. We hope all of you are taking necessary precautions to avoid infection of self and others in the society.

Kindly note the interim instructions following the government orders:

- (i) There will be **NO PTM** as was scheduled for **March 21, 2020**.
- (ii) **Report cards** will be handed over to the students on the **first day of the new academic session 2020-21** (as of now on Wednesday 1st April 2020).
- (iii) There will be **no paper showing for classes VI to VIII**.
- (iv) Books/Stationery can be purchased as per schedule shared earlier. (kindly avoid the company of students and other kids while you visit the school to procure books/stationery)
- (v) Parents may collect the old books/skates etc. of their ward lying in the school from the respective current HRTs between 8:00 a.m to 10:00 a.m on any working day till 25th March 2020.
- (vi) The proposed **Orientation Programme** for the new students who have been admitted in class **Nursery (2020-21)** stands **postponed** till further instructions.
- (vii) **Orientation Programme** for all other classes also stand **postponed** till further information.
- (viii) The subject teachers have been advised to send study material, notes etc. through whatsapp/email to keep the students updated.
- (ix) The **Srijan Fete** which was scheduled for Saturday 28th March

2020 **stands postponed** till further notice. In case you have not submitted the Fete Entry cum Lucky Draw tickets, kindly submit them to the current HRT between 8:00 a.m to 10:00 a.m on any working day till 25th March 2020 (sold or unsold- along with money for the already sold tickets). *It is proposed that the amount deposited by each student will be returned back to them by the school in due course.*

- (x) **Credit slips for Books/Stationery and Uniform to EWS/DG category** students will be given to the parents on **Tuesday 24th and Wednesday 25th March 2020** from 8:00 a.m to 12:00 noon. The parents whose wards are studying in the school under this category are required to collect the **credit slips from the school office**, get it **verified by the current HRT** of their ward and then proceed to collect the Books/stationery and uniform from respective vendors.
- (xi) The **display of list** of students **streaming for class X** has been **postponed** as of now.
- (xii) **Retests for class IX** will be held **as per schedule** announced earlier.
- (xiii) Important points giving a brief orientation to the new classes and other important information will soon be shared by respective teachers on whatsapp groups.
- (xiv) As per the school's policy, shuffling of students (class II going to class III and class V going to class VI) has been done. The shuffled list of students will be shared on Whatsapp by respective teachers.
- (xv) **Fee bills** for the first quarter (April 2020 to June 2020) are being shared by the current HRTs through **whatsapp** on your mobile phones. Kindly pay school fee by 10th April 2020. You may collect hard copy of the fee bill from the school accounts office too.

While you plan to visit the school for any purpose please ensure that:

- You are not suffering from cold/cough/fever or any similar symptoms which may infect others.
- Students/kids/others do not accompany you inside the school premises.
- You carry hand sanitisers, paper soap, handkerchief etc. for your own use.
- Maintain reasonable distance while you interact with others inside the school premises
- Contact the school office in case of any emergency.

Thank you for co-operation and wishing you good health.

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Vincent Ashish Moses
Principal