

Rolls
1700
T. Senthil
23/3/2017

D.A.V.CENTENARY PUBLIC SCHOOL, UKKUNAGARAM
CIRCULAR

DAV/F/EXAM/01/2016-17

23.3.2017

Dear Parents,

Our hearty greetings to you and your family. We deem it a pleasure to inform you that the school made good progress in academics, co-curricular activities during the academic year 2016-17 with your unstinted support and constant co-operation. We wish you continue to do the same in the future.

You are requested to read and follow the instructions given below. Kindly guide your wards to follow the norms of the school and maintain good discipline.

- 1) It is mandatory for every child to wear the identity card to school every day. Kindly pay the requisite amount towards identity card, 4 photographs and class photograph along with the purchase of text books at the school book stall.
- 2) The school diary is compulsory for all the students from classes 1 to 10 and should be brought to the school every day. You should check the diary regularly for the teacher's remarks, exams schedule, Holidays, Invitations for programmes etc., and duly sign it.
- 3) You should ensure that your child is punctual and regular to school and should have minimum of 80% attendance.
- 4) Students should speak in English to improve communication skills and for the understanding of the text books. Reading books should be encouraged.
- 5) Your child should come to school in proper and neat uniform. All parents are requested to buy 2 new pairs of uniform every year.
- 6) **Students should not bring valuables like costly watches, pens, sharp items or gold ornaments to school. Parents should monitor their ward does not bring CDs, cameras, Handycams, Ipods, pendrives and money to be lent or borrowed. The school cannot be held responsible for any article lost.**
- 7) Students are expected to arrive at school neither earlier than 8.20 a.m. nor later than 8.30 a.m. Students will not be permitted to attend classes after 9.10 a.m.
- 8) Students must submit leave letter for the period of absence without fail.
- 9) School property should be used with care. Disciplinary action will be taken against students causing any damage to the school property.
- 10) You are requested not to send your child to school if she/he is suffering from any infections or contagious disease. Kindly keep the child at home for quick recovery and avoid inconvenience to other students.
- 11) Permission will not be granted to students to go home during school hours except in case of emergency or unavoidable circumstances. The student will be permitted to go only if, you or your representative will collect him/her from the school.
- 12) You are requested not to enter the classes directly and disturb the class room work. In case of an emergency, the Principal or coordinator should be contacted. You can meet the teachers only after seeking prior permission from the Principal.

- 13) You can interact with teachers only on the last working day of every month between 1.30 p.m. to 3.00 p.m and 3.15 p.m. to 4.15 p.m. on all working days to avoid disturbance of classes.
- 14) **The students have to wear black shoes as per the standard pattern.**
- 15) Parents must attend the Parent – Teacher meeting without fail whenever the meeting circular is sent to you through a diary note.
- 16) C.B.S.E. is changing the examination pattern. The details of the new system will be intimated to you at the earliest.
- 17) School will function up to 12.20 p.m. on the last working day of every month. Second Saturday is a holiday.
- 18) Students should strictly follow the rules and regulations of the school and be disciplined. Parents are requested to cooperate in the smooth running of the school by taking interest in the progress of their child and enforcing discipline in the child regularly.
- 19) Bicycles must be locked and parked in the cycle shed. Students should not ride around the school ground on bicycle.
- 20) You are requested to inform the P.E.T, if your child is medically unfit to participate in sports and games.
- 21) You are requested to give the present residential address and mobile numbers to the class teachers for giving any important information by SMS. Whenever there is change in residential address and mobile number, the class teachers have to be informed .
- 22) The school information will be available on the website www.davukku.com. Check the website regularly for the updates.
- 23) The school is planning to provide fee payment either by cheque or by online payment also with effect from 2017-18 which is under process.

Wendy 23/3/17
PRINCIPAL