

Dear Parents,

Kindly note the following points –

1. Students of **classes 2 to 5** will be celebrating **Teacher's Day** on **04.09.2019** (Wednesday) in **the last 2 periods**. No gifts, pens, chocolates, cakes, aerated drinks should be brought to school. Only self-made cards and flowers may be brought for the teachers. They will perform dances, sing, recite, mimic or put up plays for their teachers and organize games in the classroom itself on 04.09.2019 during these 2 periods **ONLY**.
2. **On account of Teacher's Day 05.09.2019 (Thursday) will be a HOLIDAY for the students of classes 2 to 5.**
3. **On 05.09.2019 (Thursday),** the school will get over early (after half day) for the students of **classes 6 to 12** on account of Teachers' Day Celebrations. Please adhere to the timing given below:
 - a) Bus Dispersal – 11:15 a.m.
Parents are requested to collect their wards from the drop points accordingly.
 - b) Private Dispersal – 11:30 a.m.
4. **On 05.09.2019 (Thursday),** all students of **classes 11 & 12** will be dispersed privately at **11:00 a.m.**
5. Half Yearly / Periodic Test 2 / BT 1 Exam commences on **09.09.2019 (Monday).**
6. **BUS DISPERSAL during Half Yearly / Periodic Test 2 / BT 1 Exam on 09.09.19 (Monday), 11.09.2019 (Wednesday), 13.09.2019 (Friday), 16.09.2019 (Monday) & 18.09.2019 (Wednesday) will be as follows –**
 - a) **The school buses** for students of **classes 6, 7, 8, 9, 10, 11P, 11Q, 11R, 11S, 12Q & 12R** who avail the school bus facility for 2nd Drop at 1.40 pm **will leave school premises after the exam at 11.15 am on exam days.** Parents are requested to collect their wards from the drop points accordingly.
 - b) The school buses will ply at the **regular timings for students of classes 2, 3, 4, 5, 11 & 12** who avail the school bus facility for 1st Drop at 1.00 pm.
 - c) The students of **classes 11 & 12** availing the bus facility for 1st Drop at 1.00 pm **can avail the private dispersal at 11.45 a.m.,** if they wish to. They must bring an application from the parent stating the same.
7. **PRIVATE DISPERSAL during Half Yearly / Periodic Test 2 / BT 1 exam –**
 - a) Classes 11 & 12 will be dispersed at 11.45 am from gate no. 2 & gate no. 3.
 - b) Classes 9 & 10 will be dispersed at 11.45 am from gate no. 1
 - c) Classes 6, 7 & 8 will be dispersed at 12.00 noon from gate no. 1
 - d) Classes 2, 3, 4 & 5 will be dispersed at their regular timings from their designated areas.

Parents are requested to arrive strictly as per the time mentioned above for collecting their wards from the school premises to help in the smooth dispersal.
8. On account of Vishwakarma Puja, **the school will remain closed on 19.09.2019 (Thursday)** in lieu of 17.09.2019 (Tuesday).
9. **On 17.09.2019 (Tuesday),** it will be a normal working day for **classes 2, 3 and 4.** The school will remain closed for **classes 5 to 12.**
10. **On non-exam days, the school will remain closed for classes 5 to 12 for study leave.**
11. **The Computer exam for classes 9 & 10** scheduled to be held on 19.09.2019 (Thursday) **will now be held on 20.09.2019 (Friday).**
12. **Class 5** will resume their regular academic classes after the Half Yearly Exam from 20.09.2019 (Friday). They will have their G.K. Exam on 20.09.2019 (Friday) as per the Exam schedule.
13. **Durga Puja Holidays** will commence from 02.10.2019 (Monday) and end on 14.10.2019 (Monday), both days inclusive. **The school will reopen on 15.10.2019 (Tuesday).**

Regards,

PRINCIPAL