### **Circular regarding Preboard 3 for class 12**

12<sup>th</sup> June 2021

Class -12 Datesheet for Preboard-3 14-6-21 Mon....Phy/Acc 16-6-21 Wed... Physical Edu 18-6-21 Friday.... Chem/Bst 19-6-21. Saturday.. Computer 21-6-21. Monday.....Maths 23-6-21. Wed...... Eco/Bio 25-6-21 Friday...... English

Exam Incharge Rohini Sharma

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### Circular regarding lost Parents due to Covid

#### 11<sup>th</sup> June 2021

All class teachers to kindly inform the names of students who have lost parent/parents or any other member of their immediate family due to Covid. You may send the information to Mr Ankur Pathak.

Thank you

Mrs. Mohini B. Sampson Principal

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#### Circular regarding U.T. 1

#### 7<sup>th</sup> June 2021

Teachers kindly inform the students that they will be having U.T- 1 just after the opening of the school. Teachers also prepare the question paper on time. Datesheet will be given in first week of July.

Thank you

Mrs. Mohini B. Sampson Principal

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## **Circular regarding uploading of Marks for Class 12**

### 6<sup>th</sup> June 2021

Class 12 teachers may kindly be prepared to report to school for uploading of marks to CBSE as soon as the guidelines come in two weeks. Kindly do not leave the station. We will also issue fresh instructions regarding commencement of Class 11 teaching.

Thank you

Mrs. Mohini B. Sampson Principal

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#### Circular regarding summer vacation

5<sup>th</sup> June 2021

Dear Parents,

With the summer temperature soaring high, children look forward to vacation time when they can relax, visit friends and family, travel to see places and basically chill out enjoying those little pleasures of life which get left behind during the busy school routine. The summer vacation begins from 8th of June and school will re-open on 8th of July 2021.

To ensure that the children have a constructive holiday, some Holiday Homework & Projects are given which will keep the child active and observant. These projects can easily be done by the children and you could assist only where required. These will indeed provide an enjoyable learning experience. The school office will remain open on all working days between 9.00 am to 11.00 am during the summer vacations.

Wish you and your family a happy time together during the vacation. With Regards,

IEMS

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## Circular regarding collecting of Registration Form of Class 11 2<sup>nd</sup> June 2021

Class11 Teacher's ask your students to collect the registration form by tomorrow i.e. 3/06/2021

Thank you

Mrs. Mohini B. Sampson Principal

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# **Circular regarding Covid**

Dear Parents,

The school is going to resume from 11<sup>th</sup> February 2021 (Thursday). Classes will be conducted as per the scheduled time table.

Please go through the below guidelines and follow them carefully.

- 1. School timings will be 10:00 a.m. to 1:00 p.m.
- 2. Entry will be from the Main Gate after Thermal Screening.
- 3. No student is allowed to enter the school without the Consent Form sign by the Parents.
- 4. Parents should arrange their own transport to pick and take of their ward.
- 5. Students should wear proper school uniform.
- 6. It is compulsory for every student to wear mask all the time.
- 7. Students should carry their own hand sanitizer and use it frequently.
- 8. Students should bring their own water bottle.
- 9. Students should not carry any eatables (Lunch, Fruits, Biscuits, Juice etc.) with them.
- 10. Students should carry one extra mask with them.
- 11. Students should be instructed not to share any material (text books, copies, pen, pencil, water bottle, etc.) with each other.
- 12. Students should maintain social distance.

You are requested not to send your ward if he/she is having body temperature of 99° F or any symptoms like running nose or cough.

Looking forward for your cooperation.

Regards

Mrs. Rubina Mitra Coordinator Mrs. Mohini Sampson Principal

## (DO GAZ KI DOORI, MASK HAI ZARURI)

## **Circular Regarding Teacher's Day Celebration**

#### 08/03/2021

Tomorrow, 9<sup>th</sup> March 2021, school is going to celebrate Woman's Day. All the staff are requested to assemble at Asha Vidhyalaya Campus at 11: 00 a.m. for a small get together.

Please contribute Rs. 100/- for the same.

Principal

## **Circular regarding PTM**

## 29/07/2021

As per DIOS Circular, Teachers are instructed to conduct the PTM to discuss Academics and timings with Parents. Thereafter a Google Form should be sent to Parents to seek their suggestions for timings of online classes. The teachers must keep the record of Parent's suggestions

Principal

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# Circular regarding Independence Day and School Reopening

05/08/2021

Teachers kindly note the following:

# For Independence Day (i.e.15/08/2021)

- Reporting time for all staff is 8:00 a.m.
- The time of flag hosting is **8:30 a.m.** sharp.
- 100% attendance is compulsory else the leave shall be marked as LWP.

# For re-opening of school

- The school reopens from 16<sup>th</sup> August 2021.
- All staff must ensure punctuality and maintain Covid Protocol.
- All staff must ensure sanitization of hands regularly and wearing of masks.
- Seating Arrangement may be completed on or before 14<sup>th</sup> August 2021.
- Regular 8 period teaching shall commence from 16<sup>th</sup> August 2021.
- Games periods may be used for teaching.
- Last teacher in class is responsible for escorting students to the gate.
- Teachers to leave only after the school is vacated.
- Discipline must be maintained at the school campus.

# Principal

### **Circular regarding Vaccination**

### 09/08/2021

It has been observed that in-spite of reminding several times, some teaching/non-teaching staff are not getting vaccinated for Covid – 19. You are strictly warned that such staff who are coming to school and still not vaccinated shall not be allowed to enter in school until they are vaccinated.

Kindly take a serious note of this directive, that all such teachers coming in contact with other staff and students and are not vaccinated till date, are a threat to not only their own lives but to others too who come in contact with them. Therefore, they shall be debarred from entering the school and their absence will be counted as Leave Without Pay till they are vaccinated. Kindly take this seriously as this is being done in the interest of human life.

## Principal