

DELHI PUBLIC SCHOOL, SONEPAT

Welcome Letter

Academic Year 2018-19

Dear Parents,

It gives me great pleasure to welcome you and your ward to another wonderful year of learning at Delhi Public School, Sonapat. As the session begins, our goal is to create self-sufficient/independent citizens with an enthusiasm for learning and respect for self and others. Together we will strive to help our children achieve excellence.

This letter is to inform you about the classroom routines and policies to be followed. The contents of this letter will provide you a window to our classroom practices and policies which we very firmly adhere to.

COMMUNICATION

It is very important to remain updated about all the school activities. To make communication better, we need to be specific about the mode of communication you are comfortable with throughout the session. You are welcome

- to email/login/sms- I would like to know your preferred mode of communication.
- You can visit the school to meet the concerned authorities (with prior appointment).
- You may even call in case of queries or emergency. Please know that I will respond diligently but preferably in the stipulated time. i.e. between _6:00 pm_ to 7:00 pm

I consider it a great privilege and responsibility to be your child's facilitator and would always look forward to meeting you at the PTM and all the important school events .

ALMANAC

School almanac is the most important tool for smooth interaction between a facilitator and a parent. Kindly refer it for all the school activities, holidays, Reading rocket award and other details.

ACTIVITIES

During the academic year there will be a variety of special classroom activities and celebrations. I request you to attend these functions as without your support and encouragement these cannot be successful. It also makes the child feel important and special.

ATTENDANCE

Your ward needs to be regular to school. Do remember that we discourage half day leaves. In case your ward is unwell, it is advised that he takes a day's rest. In case of absence for more than a day always send a leave application on an A4 size sheet. Students must maintain regular and prompt attendance to ensure academic and social success.

SNACK TIME

As we believe in developing healthy eating habits amongst children you are requested to send fruit regularly along with lunch every day. The fruit break will be only for 5 -10 minutes, so send the quantity accordingly. It will be highly appreciable if no junk food item is sent in the lunchbox.

BIRTHDAY CELEBRATIONS

Birthdays are special occasions for young children. If your child wishes, he/she may bring **ONLY TOFFEES** . We do not allow distribution of expensive chocolates and other gifts. The gifts will be sent back if received by the facilitator.

UNIFORM

Wearing I-Card is compulsory as it is a part of the uniform. The bus route incharge will not allow the child to board the bus if the child is in improper/incomplete uniform. Polished shoes, neat and clean ironed uniform, trimmed hair, (with green/black rubber bands for girls), trimmed nails are the pre-requisite to attend the school daily.

Sports uniform with white shoes is to be worn only on the sports/Activity period day.

NOTEBOOK UPKEEP

A child is known by his/her notebook and handwriting. A class teacher always takes pride in showcasing the notebooks and work of the children with beautiful handwriting and well maintained copies and books. Parents play a vital role in upkeep and maintaining the notebooks and books of the children.

UNIT TESTS

We will be conducting 4 unit tests in the entire year. Different colour pencils would be used to denote the syllabus of different UT'S. Use of crayons, sketch pens, markers , highlighters are completely prohibited only **colour pencils** need to be used. The colours are as follows:

UT: 1- GREEN

UT: 2- PURPLE

UT: 3- ORANGE

UT; 4-. PINK

At The End

TOGETHER WE SHALL AND WE WILL, MAKE A DIFFERENCE.....

Looking forward to your support and Co-operation for the new session.

Sincerely,

Ms. PRIYANKA PETER

CLASS FACILITATOR

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