

CIRCULAR

Dear Parents,

Welcome to Carmel Convent School for the session 2023 -2024!

Congratulations on your ward completing a year with success and your decision to accept the challenging and exciting task of admitting/continuing your child in the school. We would also like to welcome our new students and their parents with a definite assurance that you will find the school welcoming and warm at heart, with a positive environment conducive to learning and growth. "Belief Enhances Life" With a firm belief that our parents would extend support as always to help us build the holistic personality of our students, here are some points and we request all our parents to adhere to them.

Uniform:

Children must come to school in proper, neat, clean & ironed uniforms and should not carry expensive stationery/items to school. Especially of a few brands that have come into the market which distract the attention of young minds.

School Diary:

- Please fill Pages No. 12 to 19 and sign in the specified places of the diary. The Signature given is valid for any verification for future reference. This information is vital for the school records.
- The rules and regulations in the school diary are to be, read carefully. The teacher's remarks and other details in the diary should be read and signed.
- Kindly acknowledge receipts of all circulars in the diary (Page 53) Please go through the pages along with your ward for better monitoring and support.
- Please check for a set of leave application forms. Leave application will be received only on the prescribed form.
- For Activities, please refer to the calendar provided at the beginning of the diary pages. Please encourage the child to participate too.

Punctuality & Regularity:

- Please send your child to school 5-10 Minutes before school starts and discourage her to take leave unless it is very urgent and in times of illness.
- Kindly Note down School whatsapp number 6005053434 and save it for any communication. Use Campus Care to communicate with the teachers. It's 2-way communication. Please avoid calling teachers on their personal numbers after school hours on school matters.

Orientation for Parents:

An Orientation Programme is scheduled for the parents of all classes via Zoom on 08.04.2023 by the CACA Project. Make sure the Zoom App is updated and ready to use.

Appeal:

- Please do not send any articles, lunch boxes or any school-related work to the gate to be received and handed over to the wards once they are inside the school. Your support in maintaining the safety of the students is much appreciated.
- Kindly send healthy food along with some fruit for the Tiffin and refrain from using plastic bags or any other product which will hamper the health and hygiene of the children. The use of plastic is not allowed on the school campus.
- You are expected to check the school bags of your child and ensure that she does not carry unnecessary materials to the school. Please ensure that the bag you choose for school is of light material and comfortable to carry.

Transport:

You are aware that the school doesn't provide a transport facility. It is your responsibility to make proper and reliable arrangements taking into account the safety of the children. Kindly verify the whereabouts of the person/s you engage for the pick and drop of your wards and ensure that the person has all valid papers to ply the vehicle.

When you come to drop off your ward, please avoid parking the vehicle right in front of the school gate. Your cooperation in this regard will help other students to enter the gate safely.

I wish your child Happy Schooling!

Maria Swati A.C.

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Principal