



Delhi Public School Indore

Ref.PRT/18/03/01

Date: 28th February, 2018

Sub: Monthly Schedule for the Month of March 2018

Dear Parents,

Kindly note the following important information for the month of March 2018.

1. School will shift to **Summer Timings** with effect from **01/03/18**. All students will wear the summer uniform from **01/03/18**.

S-route - Arrival : 07:20 am, Dispersal : 02:30 pm

J-route - Arrival : 08:50 am, Dispersal : 01:15 pm

2. a. **Examinations** :- Class X CBSE AISSE Board examination, commences from **Tuesday 06/03/18** as per the date-sheet from CBSE.

b. **Class XII CBSE AISSCE Board** exam commences from **05/03/18** as per the date-sheet from CBSE.

3. **New Session 2018-2019 for Classes X & XII** commenced from **26/02/18**.

4. **5th Open House : Dates of Result Distribution** for current academic session:-

Classes	Date	Timings
I & II	08/03/18	07:45 am to 10:30 am
III & IV	12/03/18	07:45 am to 10:30 am
V & VI	13/03/18	07:45 am to 10:30 am
VII & VIII	14/03/18	07:45 am to 10:30 am

5. **Academic Session 2018-19** will commence as per schedule:-

Class	Date of commencement
I to IX	19/03/18
XI	09/04/18

6. **Parent's Orientation Programme** for newly admitted students (2018-2019) will be as per the schedule below:-

S.No.	Class	Date	Timings
1.	I to IX	15/03/18	09:30 am to 11:00 am.

7. **Booklist & Sample of Uniform** for students of classes I to VIII will be **displayed during the Open House days**. Further parents can purchase & procure the same from open market.
8. **Fee Payment**:- The **1st quarter fee March 18 to June 2018**, for the session 2018-2019 has to be deposited from **01-03-18 to 10-03-18** between 8:30 am to 3:00 pm.
9. On account of the school being the **CBSE Centre for Board Examination 2018 for classes X & XII**, following classes will **remain off** as per the details:-

Class	Date
IX	22/03/18
VII	28/03/18

10. **Holidays**: the following will be holidays for all classes:-

Day/Date	Occasion
Friday 02/03/18	Holi
Tuesday 06/03/18	Rang Panchami
Thursday 29/03/18	Mahavir Jayanti
Friday 30/03/18	Good Friday

11. **Commencement of Summer Vacation**:

Class	Date of commencement of Summer Vacation	Date of joining School after Summer Vacation
Class I to IX	28/04/18	11/06/18
Class X & XI	04/05/18	
Class XII	05/05/18	

12. **Guidelines for parents of newly admitted students**:-

- a. We warmly **welcome** all the new students who have joined us recently. Parents are requested to meet respective class teacher/subject teachers with prior appointment.
- b. In case parents need any assistance from the teacher they are requested to be seated at the parent waiting area, of the administrative Block reception.
- c. At DPS Indore normal working days for students are from Monday to Friday. Saturdays are non working for students in general. If made working will be intimated to parents well in advance.
- d. All students must wear the complete and **correct uniform** to school every day. Neatness of dress and smartness are the hallmark of DPS Students. Girls skirts should be knee length, socks calf length and a green hair band/hairclips to be worn. Please ensure that your ward is properly dressed. **If not, the parent may be asked to come to school to take the child home.**
- e. Please ensure your ward **reaches school on time**. If he / she misses the bus, the student **MUST** reach school by 7.20 am for classes IV to X, and 8.50 am for classes I, II, III, XI & XII.

- f. The **School Almanac** is an important journal for parents and students which is issued by the school and parents are requested to read the contents thoroughly. The almanac aims at establishing a valuable link between teachers and parents, and provides details regarding school calendar and procedures.
- g. Parents are requested to return duly filled pages regarding **student's data** and **medical record** to respective Class Teachers at the earliest.
- h. Students must wear their **school identity cards** daily. Students of classes I & II, must also wear their bus badges to school daily.
- i. **Please inform school authorities about any change in residential address, mobile phone number, email id- so that our records can be updated.**
- j. **Important: (For new Admissions 2018-19)** The following documents must be submitted immediately to the admission office. **The admission will remain provisional till all the documents have been verified.**
 - i. Original birth certificate.
 - ii. Original report card.
 - iii. Original transfer certificate.

13. Medical Advice:

- a) It is important to provide an accurate and up-to-date **medical record** of your child specially if the child is suffering from Asthma & Epilepsy. The details of the illness must be filled up in the Almanac with the treatment being taken and the child should be under continuous medical supervision of a specialist Doctor.
- b) Medical card with the detailed medical history and immunization record is to be submitted compulsorily by students upto class I.
- c) From class II onwards only the new admissions will have to submit their health card/ immunization record. In case of old students, they must inform about any new development concerning their health.
- d) Impart health education to your child.

14. Absence from school, half day leave: Absenteeism can be acknowledged only in emergency. Parents are requested to note that all students are expected to attend school for the entire working hours on a working day. **There is no Half day leave.** However in case of an emergency or due to health reasons, he / she will be granted leave.

We express our appreciation to all parents for their support and co-operation and look forward to the same in future.

We wish all the parents a very happy **Holi, Rang Panchmi & Mahavir Jayanti.**

With regards,

PRINCIPAL