

St. Joseph's School, NTPC, Kahalgaon

Cir.No: 5/2016-17

Date : 29/11/2016

Dear Parents / Guardians,

1. **Annual Day Rehearsal Programme (Friday 2<sup>nd</sup> December 2016) at 3:00 p.m.**  
No class on 3<sup>rd</sup> December 2016. Bus service will be available for the participants to come from PTS at 2 :45 p.m
2. **On 2/12/2016 the School Timing will be:-**  
LKG & UKG - 8:40 a.m. – 11:30 a.m.  
Class I – III - 7:50 a.m. – 12:00 noon  
Class IV – VII - 7:50 a.m. – 12 : 15 p.m.  
Class VIII – XI - 7:50 a.m. – 12 : 30 p.m.
3. **Annual Day invitation for the parents on 3<sup>rd</sup> December 2016 at 5:00 p.m.**  
The School cordially invites all parents to witness the Annual Day Function on Saturday 3<sup>rd</sup> December 2016 at 5:00 p.m.
4. **Annual Day Function**
  - All the students are strictly asked to wear school uniform for the Annual Day function on 3<sup>rd</sup> December 2016.
  - All students shall sit in the allotted place only.
  - Discipline and silence has to be strictly maintained during the programme.
  - All students shall reach the school at 5:00 p.m
  - Parents shall occupy the seat in the allotted place during the function.
5. **Bus service on 3<sup>rd</sup> December 2016**
  - Bus service will be available for the students who are in group song at 3:15 p.m. from PTS.
  - Students who come to witness the programme shall reach the school at 5:00 p.m in School Uniform. Bus service will be available at 4:45 p.m. from PTS.
  - All the students and parents shall co-operate with the teachers and the management to celebrate the Annual Day Function in grand manner.
  - Children participating in Annual Day programme will be assigned class rooms for getting ready. No student is allowed to bring outside sand strangers inside the school building. It is strictly forbidden to take the photos during make up .
6. **No parent is allowed to take photograph at the stage during the programme.**  
All the photographs will be taken by Soni Studio, Kahalgaon. You are requested to get it from there.

**7. II nd Unit Test**

Unit Test – II starts from 13/12/2016 to 21/12/2016. There will be class during the examinations.

P.T.O

8. Parents please make sure that, your ward appears in all the examinations.

9. **All the parents are requested to send your ward to School on time.** The School Uniform & PT Uniform must be neat and clean. During the winter no student is allowed to wear colourful caps, scarf, leggings etc... . The pullover cap, leggings should be Navy Blue in colour.

10. **Winter Break**

Winter Break starts from 22<sup>nd</sup> December 2016 – 3<sup>rd</sup> January 2017. School reopens after the winter break on 4<sup>th</sup> January 2016.

11. **New Admission to LKG 2017 – 18.**

Application forms will be issued only for LKG on 16<sup>th</sup> January 2016 ( Monday) from 9:00 a.m. – 12:00 noon against the payment of Rs.375/- per form. No forms will be issued any other days.

12. Parents please note the medical form to be filled by parents/guardians is meant for the School purpose. To fill the same you don't need to approach any doctors. By your knowledge if your ward had / has any illness only you need to mention but the filled form should be genuine.

13. **1<sup>st</sup> Pre-Board of Class XII begins from 19/12/2016.**

Principal