



DARBARI LAL DAV MODEL SCHOOL

BN - BLOCK, SHALIMAR BAGH, DELHI – 110 088

(Affiliated and Accredited to CBSE)

CLASS XII

Circular No: 1(b) / 2023-2024

Dated: 21.03.2023

Dear Parents,

We extend a warm welcome to you all for the new academic session 2023-2024.

You are our partners in Education. So, it is important for you to be aware of the rules and regulations of the school. We request you to ensure that your ward adheres to these in order to enjoy his educational journey with us.

- School Timings for students : **7:40 am – 1:40 pm.**
- Punctuality as a value should be inculcated in the students, so coming late to school should be discouraged. School gates will be closed at **7:40 am.**
- The “Student’s diary” is an important document which must be brought to school daily. Parents are requested to go through it thoroughly and guide their ward to follow the instructions given in it.
- Students must abide by the **code of conduct** as mentioned in the school diary.
- Please check the School website regularly for latest updates.
- Please make it a point to meet the teachers during the PTMs as per the time schedule.
- Students accompanying their parents on PTM days should come in proper school uniform.
- Second and Fourth Saturday are off for the students. First and Third Saturday are working for the students and the regular school timings will be followed .
- Parents can meet the concerned teachers on First and Third Saturdays between **8:00 a.m.- 9:00 a.m.** after taking prior appointment.
- The students should come to school in **proper uniform** as prescribed in the school diary.
- **It is mandatory for students to appear in all the examinations/activities and submit all projects on time.**
- Please ensure that your ward has at least 75% attendance in school according to CBSE norms.
- **Please do not ask for half day or short leave for students.**
- Students will be allowed to park only their bicycles within the school campus. They will not be allowed to bring any other vehicle to the school.
- Kindly do not come to school to hand over the lunch boxes to the students during the school hours. **Restrict daily pocket money** as excessive spending should be discouraged.
- Mobile alerts are sent to parents for important information. Kindly ensure that your correct mobile number is registered with the school. **Change in residential address** or telephone number should be intimated immediately to school for necessary action with requisite proof.
- Students are issued I-Card which is to be worn by the students every day. Parents will also be issued I-Card which they must always carry when they come to school for any purpose including PTM and paying school fees.
- School transport is available on existing routes. For details contact Transport Incharge Mr Sunil Sharma during school working hours.
- New session for class XII begins on 22nd March, 2023, Wednesday.

We hope that you will co-operate with us in achieving the aims for which DAV stands.

Mrs. Reena Rajpal
PRINCIPAL