



DARBARI LAL DAV MODEL SCHOOL

BN - BLOCK, SHALIMAR BAGH, DELHI – 110 088

(Affiliated and Accredited to CBSE)

CLASS – XI & XII

Circular No : 1 (a) / 2018-19

Dated : 19.03.2018

Dear parents,

We extend a warm welcome to you all for the new academic session 2018 – 2019.

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 and latecomers will not be allowed to attend school.
- 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.
- Please check the School website regularly for latest updates.
- Students must abide by the code of conduct given by Directorate of Education as mentioned in the school diary.
- The entire planner of the year, datesheet for exams and schedule of PTMs of all classes have been given in the school diary. Please **make it a point to meet the teachers during the PTMs** between 8:00 a.m to 11:00 a.m.
- Parents can also meet the concerned teachers on Saturdays between 12.45 p.m 1:30 p.m after taking prior appointment.
- Students accompanying their parents on PTM days should come in proper school uniform.
- 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.
- **Use of mobile phones is strictly banned** in the school premises by the students. It will be confiscated and a fine of Rs. 1000/- will be charged and the mobile would be returned only to the parent.
- 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 when the student is absent and for other 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 them every day. It is mandatory for the parents also to bring their I-card when they come to school for any purpose including PTM and paying school fees.**
- New session for class XII begins on 20th March, 2018, Tuesday. The timings will be from 7:40am to 1:40pm. School transport is available from 20th March.

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

Mrs. Reena Rajpal
PRINCIPAL