



DARBARI LAL DAV MODEL SCHOOL

BN - BLOCK, SHALIMAR BAGH, DELHI – 110 088

(Affiliated and Accredited to CBSE)

CLASSES : III TO V

Circular No: 1(d) / 2018-19

Dated: 21.03.2018

Dear Parents,

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

To inculcate discipline amongst the students following steps should be taken into consideration-

- School Timings for students : **7:40 a.m. – 1:40 p.m.**
- 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 note that from this year classes IV and V will be working on all Saturdays except second Saturday. School Timings will be 7.40 a.m. to 12.30 p.m.**
- Please make it a point to meet the teachers during the PTMs between **8:00 a.m and 11:00 a.m.**
- Students accompanying their parents on PTM days should come in proper school uniform.
- Parents can meet the concerned teachers on Saturdays between **12:45 p.m. and 1:30 p.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.**
- Please ensure that your ward is regular to the school. Please do not ask for half day or short leave for students.
- 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 while visiting school.
- New session for classes III – V begins on **2nd April, 2018 i.e. Monday.**

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

Mrs. Reena Rajpal
PRINCIPAL