

O. P. JINDAL SCHOOL, RAIGARH (CG) 496 00 1

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PARENTAL CIRCULAR

21st April 2011

Dear Parent,

The school will remain closed from 25th April to 14th June 2011 on account of Summer Vacation. The school will reopen on 15th June 2011.

On the context of fostering the quality education that we impart in our school, we seek your kind cooperation and follow-up actions on the following information:

1. On reopening, the school timing will remain the same as followed in the month of April. Further, the school timing will be as per the timings published at page no. 6 of the school diary under the title *SCHOOL WORKING HOURS*, w.e.f. **01st July 2011**.
2. Please avoid seeking any kind of leave beyond the vacation until & unless it is felt very urgent.
3. The vacation home work for your ward has been printed overleaf. Kindly ensure that your ward duly completes the work given by the teachers.
4. The office of the school will remain open during the vacation, too. Fees can be paid on all the working days between 08:00 a.m. and 01:00 p.m.
5. Kindly help your child to learn some spoken English during the vacation.
6. On the whole, we seek your kind cooperation on the following issues:
 - (a) Spoken English of your ward
 - (b) Curbing leave taking tendency
 - (c) Cent-percent compliance to the points given under the heading 'Parent's are required to' at page nos. 25 & 26 of the School-Diary.
7. Do not send any unauthorised person to receive your ward from the school during the school hours. The person you wish to send for the purpose must be authorised by you **in writing** as per the specimen printed at **page no. 64 of the school diary**.

Home is the first school of a child, and parents are the first teachers. A good child is an asset to the family, society and the nation. So, let us work hand-in-hand to achieve success in our mission.

R.K.Trivedi
Principal