



DO's

# Do's and Don'ts



DONT's

## Books & Stationeries :--

- Hand over the stationeries **work sheets, books and notebooks** to the class teacher.
- Books, notebooks, handbooks** and the other new items should be covered with plastic sheet and labeled.
- Send a suitable sized bag to carry books.



## 1Classroom :--

- Girls should come with black clips and black hair band only.
- Girls having long hair should definitely come with plates tied up tight.
- No fancy clips and Hair bands, bangles, watches are allowed in the school.
- No Gold, silver and diamond chain or earring is allowed
- Handbooks to be checked and signed regularly. It should be sent daily at school.
- Home works will be sent on **Friday for 1K-2** and **Wednesday and Friday for 1k-3**

## Uniform :--

- New shoes should be labeled with marker or whitener.
- Send your child in clean and tidy uniform.
- Send an extra pair of clothes labeled in a cover.
- Every Wednesday kindergarten should come in coloured dress but with school shoes. (Preferred leggings and T shirt for girls and Half pants and T - Shirt for boys) - **Ideally Pure cotton only.**
- Children should bring swimming kit along with swimming tube.



## Cafeteria:



- Children should bring an Apron for lunch time.
- If you are sending the carriage and water bottle, it should be labeled.
- Home food is optional. Children bringing the home food should bring the breakfast, Lunch and Snack daily.
- There is a short break, so a light snack should be given. Please read the notice for short break given to all parents.

## General

- a. Toilet training at home daily is mandatory.
- b. Check and cut the nails every week and hair (Boys) should not grow longer.
- c. No stylish haircut is allowed in the class.
- d. No extension hair is allowed for girls.
- e. Communicate about good manners daily at home.
- f. Try to communicate in English at home.
- g. Read a bed time story every night.
- h. Call in the reception or write in the dairy if there is any concern.
- i. Take a prior appointment to meet the class facilitator.
- j. No whatsapp messages or call should be made to the class teachers until its very urgent. I deally inform the school reception if you need to send a message to the class teachers.
- k. Check the photographs of different events that will be conducted from the social media (Face book) / website as well as the School App which is functional.
- l. Clicking Photos and taking videos through phone is strictly prohibited for the teachers and its not allowed to be uploaded and shared in whatsapp.
- m. Kindly do not take unnecessary leaves as it really hampers the development of the child. The teachers take a lot of effort while planning for their lessons and thus a proper continuation and connect is required for them to develop particular skills amongst the kids.
- n. We have special days planned for the Kindergarten and for that the teachers often prepare them. Sudden leaves hampers their participation and preparation levels in a big way.
- o. Taking leaves on Friday will not be accepted (as we do recap, assessments and give weekly assignments on Friday).
- p. Please follow the format of leave application given in the handbook.
- q. Fill up the **Pupil's Personal Record** ( First page of Handbook ) and submit to the class teachers as early as possible.
- r. I f any student has to take a medicine in school, a written application must be submitted either though mail addressing to the principal and confirming the receipt of that letter through a phone call (at the school reception). On the other way, if the school receives a letter, the school will also confirm it with you through the Class Teacher and school reception.

