

CIRCULAR FOR PARENTS OF CLASSES VI - X STUDENTS

Dear Parents,

Namaste!

How swiftly time flies! Academic session 2018-19 come to an end. In very short span of time its existence, Ekayanaa School has established itself as one of the good institutions of learning. Our students excelled in many scholastic and non-scholastic activities during this academic year. It has all happened due to the excellent support and cooperation from you and dedicated efforts of our students and staff. I thank you all for making Ekayanaa School, a good school. I assure you that our commitment to our philosophy will be carried forward in time to come as well.

School looks forward to your support and co-operation in the time to come. I would like to draw your attention on some important points regarding commencement of new session which are as:

1. New Session (2019-2020) Commencement Schedule:

Classes	Session Commencement Date
VI to X	Wednesday, 3 rd April, 2019

2. School Timings:

Classes	Arrival to School	Bell Rings at	Final Bell Rings at	Departure from school
VI to X	8:00 - 8:15 am	8:20 am	2:50 pm	3:00 to 3:10 pm

3. Fee Payment Schedule:

Installment No.	Due Dates	Nursery to Class IV (Rs.)	Classes V to VIII (Rs.)	Class IX and X (Rs.)	Transport Fee (if opted) Rs.
I	Before, 10 th April, 2019	16000/-	20000/-	20000/-	7500/-
II	10 th August, 2019	16000/-	20000/-	20000/-	-
III	10 th November, 2019	15000/-	14000/-	17500/-	7500/-
IV	10 th January, 2020	15000/-	14000/-	17000/-	-

Note:

1. Subject to late payment of fee as mentioned in the challan.
2. Service tax / other taxes, if levied by the government, will be payable by the parents.

4. Books, Note-Books and Stationery

The books, note-books and stationery class wise list is uploaded on the school website and pasted on the school notice board by also. You can purchase the same from any shop of your choice but make sure your ward must carry correct set of books and notebooks from first day of session. Also note that all text books and notebooks must be labelled and covered with brown paper only and carry child's name, class written on the cover page and first page.

5. Uniform

The uniform details are already available on the school website and school notice board. You can purchase the same from any shop of your choice but ensure that your ward comes in proper school uniform from first day of session. Please note that uniform must be neat, tidy and ironed. Shoes must be polished and student should carry a handkerchief in pocket. Nails must be properly trimmed and for girls no fancy hair clips/hair bands.

6. Communication with School

You can communicate with school through the following ways:-

- a) With prior appointment with the Headmistress / Principal.
- b) Through school E-mail (Class III and onwards): info@ekayanaaschool.com
- c) Through Alamanc (Student's Diary).
- d) All circulars will be uploaded at school website. **Parents are requested to check school website regularly.**

7. Pick and drop bus timings:

For the month of April, 2019 pick and drop timings are same as session (2018-19). As admission process for the session 2019-20 is still going on, bus routes and timings will be changed from June 2019. Changed bus routes and timings will be communicated in first week of June 2019.

It has been observed that it takes a few days to stream line the bus time table. Kindly extend your cooperation and bear with us for any unforeseen or temporary delays. Support and cooperation from parents is highly solicited.

8. Important Phone Numbers

(a) **Help Desk (Mob.: 9111010207)**

(b) **Junior Admin Officer (Mob.: 7440447815)**

(c) **School Reception (Ph.: 9285102445, 47)**

Thank you,

We look forward to your continuous support and cooperation.

We wish you and your family a great vacation and happy time with your wards.

Manish Saxena

Principal