

Circular for the parents of Classes V to IX and XI students
Session: 2023-24

EKAY/DEC/52
December 12, 2023

Subject: Change in Schedule for Annual Function for Classes V to IX and XI -reg.

Dear Parents,
Namaste!

Kindly note the time schedule of participants and non-participants of classes V to IX and XI for the Annual Function, from Monday, December 18, 2023 till Saturday, December 23, 2023.

Arrival and departure schedule is mentioned below, parents are requested to arrange pick-up and drop from the bus stops accordingly. Parents who have opted for self-transport, are requested to make necessary arrangements for arrival and departure of their wards accordingly.

Schedule of participants:

Date	Arrival	Departure	Remarks
18.12.2023, 19.12.2023	Regular time (8:40 am)	1:30 pm	Rehearsal
20.12.2023	Regular time (8:40 am)	1:00 pm	Dress Rehearsal: 1. Participants will come in civil dress to avoid mixing of uniform. 2. They should carry a bag, tiffin, water bottle and student diary. 3. Wearing ID Card is must.
21.12.2023	Holiday due to Annual Function Nursery to Class IV		
22.12.2023	2:30 pm	8:15 pm (Buses will depart between 8:15 to 8:30 pm)	Grand Rehearsal: 1. Participants will come in civil dress to avoid mixing of uniform. 2. They should carry a bag, tiffin, water bottle and student diary. 3. Wearing ID Card is must.
23.12.2023	2:30 pm	8:15 pm (Approx.) (After programme will get over)	Panache 2023-24: 1. Participants will come in civil dress to avoid mixing of uniform. 2. They should carry a bag & water bottle. 3. Wearing ID Card is must. 4. Snacks will be provided from school. 5. Students will be handed over to parents from stage after programme gets over.

Kindly Note:

1. For grand rehearsal and programme day parents are requested to make children wear proper woollen, preferably front open/jacket with hoodies.
2. Students should not carry any costly items like; jewellery, electronic gadgets, mobile phone, etc.
3. On the day of grand rehearsal (22.12.2023), the buses are scheduled to leave school in between 8:15 pm to 8:30 pm. **While we will try our best for a timely departure of the buses, it is likely that they may be delayed due to traffic congestion. Kindly cooperate with us.**


Schedule of non-participants:

18.12.2023 to 22.12.2023	HOLIDAY FOR NON-PARTICIPANTS
23.12.2023	Non-participants may come with parents to witness the programme

Kindly Note:

1. Winter vacation will start from Sunday, 24.12.2023 to Monday, 01.01.2024.
2. Regular school will be resumed from Tuesday, 02.01.2024.


 Admin Officer


 Coordinator


 Principal