



DAY PUBLIC SCHOOL

SECTOR-49, GURUGRAM

CBSE AFFILIATION NO. 531179

Charu Maini
Principal

GUIDELINES FOR PARENTS

Parent – Teacher co-operation is essential for complete and harmonious development Of the students' personality The process of informal education is set in motion at birth and gains momentum in the school, a centre of formal education. To bring out the best in the Child, family influences should aid and supplement school effort. Both school and family should help the child inculcate in him/her the desirable behaviour patterns, healthy habits and positive attitude in personal and social Life to make him/her a pride of family and an asset to the society.

Constant vigilance on the part of the guardians pay rich dividends, Please read the following points in the interest of your ward :

- a) This Almanac should be used as a means of communication with the school. Parents should check the remarks, if any, made by the teachers and also write their observations/ concerns in the allocated pages.
- b) Please ensure that remarks in the Almanac should be seen & countersigned regularly.
- c) Please see that your ward has all the text books, items of stationery, craft material, dictionary etc before he/she comes to the school.
- d) Please ensure that your ward comes to the school in proper school uniform, as per the specifications and design given by the school in the almanac.
- e) Please see to it that your ward reaches school on time as mentioned under 'Important Timings' on page no. 24 of this almanac.
- f) Absence from the school even for a day should be a matter of concern The guardians should impress upon their wards that they should not miss school unless it is unavoidable
- g) Please ensure that the child has a time table at home and that he/she follows it.

MANAGED BY: DAV COLLEGE MANAGING COMMITTEE, CHITRA GUPTA ROAD, NEW DELHI

School Address: Uppal's Southend, Sector-49, Sohna Road, Gurugram-122018

Phone: 0124-4227866, 4255975; E-mail: info@dav49gurugram.org ; Website: www.dav49gurugram.org

- h) The fee is to be deposited quarterly i.e. in the months of **April, July, October and January**. Also kindly note that **transport fee** will not be charged for the month of June. Parents are requested to deposit the composite fee by online mode , cheque or demand draft by writing the **Name, Admn. No., Class & Section** of their ward on the right hand top corner of the backside of the cheque. In case of **withdrawal of the student** due to any reason, application is to be submitted for the same latest by **10 March**.
- i) **Kindly note that giving one month's notice is mandatory for withdrawal of transport facility, This will, however, be acceptable upto 31 August only and no withdrawal of this facility is allowed after September.**
- j) Parents, sending their wards to school under own arrangements, i_e not using school transport are requested to ensure the safety of their wards during commute to and from the school and to keep a record of Van Owner's and van Driver's phone numbers, Also ensure that the driver has a valid license and required experience
- k) Parents are requested to kindly ensure that their wards do not drive any vehicle to the school as underage driving is against the law.
- l) Parents/guardians are not allowed to take the child home early unless it is very urgent. In that case parents have to come personally to take the child from the school and report at the reception.
- m) Students are not allowed short leave from the school. The Parents should not send them to school if they want their wards to attend some family obligation etc.
- n) Private tuitions should be discouraged.
- o) For the school to handle emergencies successfully, maintaining communication with parents and updating student data is very essential. Hence parents are requested to notify the change of address, Telephone Number and the email IDs to the school authorities at the earliest. All applications should be addressed to the Principal and sent to the Class Teacher only.
- p) Parents are requested to follow correct dress code during their visits to the school. Formal dress code is to be followed. Shorts are not at all allowed inside the school premises for adults.
- q) Student insurance group Accidental Policy is being implemented from April 2019 till March 2020. In this policy each student will be insured for Rs. 100000/-. Reimbursement of as, 5000/- for accidental treatment is also given. Kindly check school website for more details.



PRINCIPAL