

Dear Parent,

Greetings! We welcome you & your ward to the new academic session 2018-2019. In order to have better understanding of our system, we solicit your attention & due adherence to the following points:

1. **Student's Almanac-** All vital rules and regulations are printed in the Student's almanac. You are earnestly requested to go through the same. We expect that every parent is aware of the contents therein. You are requested to supply & endorse all the desired information(s) at page nos. 4 – 6 of the Student's Almanac.
2. **Uniform-** Please ensure that your ward must wear prescribed uniform of proper fit with proper hair-cut, well-polished shoes, washed tie & socks while coming to the school. Customization of the uniform to meet the trending fashion is not allowed. Please make sure that your ward wears **I -Card** every day. It is an important part of our school uniform.
3. **Assessment System-** Assessment of the students is done on the basis of their academics, routine activities & social behavior. The detailed information shall be circulated to you in due course of time through circular/ interactive session.
4. **Transportation facility, Communication, Special Events etc. are described in detail in the student's almanac. We expect you to thoroughly go through & ensure adherence.**
5. Few vital school rules have been revised & mentioned in the Student's Almanac. Therefore, kindly ensure the compliance particularly related to Uniform, Usage of Bus Facility, Disciplinary action(s) & Fee related clauses. (Please refer to page numbers 19, 26, 27 & 36).
6. Ensure your ward to be regular & punctual in maintaining his presence in the school, timely completing his/ her work & submitting it to the teacher.
7. There will be change in the school timing w.e.f. 2nd April 2018, as mentioned below:

<i>Functioning Days</i>	<i>Classes</i>	<i>School Timing</i>	<i>Bus Timing (From starting point)</i>
MON, WED, FRI	NUR. - I	7:30 AM - 11:30 AM	6:50 AM
TUE, THU, SAT	II - III		
MON - SAT	IV & V		

During alternate off days, special home assignments for the students of classes NUR. - III shall be assigned through our school website. Please ensure the completion of the same.

Warm Regards,

R.K. Trivedi
Principal

O. P. JINDAL SCHOOL, RAIGARH (CG) 496 001, INDIA

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No. 807/OPJS/PC/2017-18

PARENTAL CIRCULAR

16th March, 2018

(Classes : VI-IX & XI)

Dear Parent,

We thank you for your consistent support during the session 2017-18 & hope your continued patronage for the new session 2018-19. We are glad to inform that our school has been affixed as a centre to conduct CBSE Board Examinations of Class X & XII. The statutory obligation towards C.B.S.E. has brought a few adjustments in the normal course of functioning of school as mentioned below:

- The start of the new academic session (2018-19) has been reviewed & rescheduled to 24.03.2018 (Saturday) for Classes VI-X & XII. Buses will start at 6:10 AM.
- A few classes on different days would remain off; however classes X & XII shall remain functional on all working days. On off days of any class, the students of that class will not come to the school.
- The school time will change w.e.f. 2nd April, 2018. Bus timings will be intimated later.
- There shall be few Counseling Sessions for the students along with the parents to get an opportunity to express & seek clarification on their concerns.
- We request you to please refer to the date wise functional plan, printed overleaf.
- It is worth mentioning here that a few vital school rules have been revised w.e.f. new session & mentioned in the Student's Almanac. We expect our worthy parents to thoroughly read it & ensure the compliance particularly related to Uniform, Usage of Bus Facility, Disciplinary Actions & Fee related Clauses.

R.K.Trivedi
Principal

FUNCTIONAL PLAN (24.3.2018 to 30.04.2018)

Date	Day	Classes Functioning	Timing	Classes Off	Counseling Class	Counseling Timing
24.03.2018	Sat	VI-X & XII	7 AM - 11 AM	--	--	--
26.03.2018	Mon	VI, VIII, IX, X, XII	7 AM - 1 PM	VII	VII	6 PM - 7:30 PM
27.03.2018	Tue	VII - X & XII		VI	--	--
28.03.2018	Wed	VI, VII, X & XII		VIII & IX	IX	6 PM - 7:30 PM
29.03.2018	Thu	HOLIDAY: Mahavir Jayanti				
30.03.2018	Fri	HOLIDAY: Good Friday				
31.03.2018	Sat	VI-X & XII	7 AM - 11 AM	--	--	--
02.04.2018	Mon	VI, VIII, IX, X, XII	6.45 AM - 12:45 PM	VII	--	--
03.04.2018	Tue	VII-X & XII	6.45 AM - 12:45 PM	VI	VI	6 PM - 7:30 PM
04.04.2018 to 12.04.2018	Wed to Thu	VI-X & XII	6.45 AM - 12:45 PM	--	--	--
13.04.2018	Fri	VI, VII, IX, X & XII	6.45 AM - 12:45 PM	VIII	VIII	6 PM - 7:30 PM
14.04.2018	Sat	HOLIDAY: Baisakhi				
16.04.2018 to 20.04.2018	Mon to Fri	All Classes Including Class XI	6.45 AM - 12:45 PM	--	--	--
21.04.2018	Sat	Parent Teacher Meeting (VI - XII)				
23.04.2018 to 28.04.2018	Mon to Sat	All Classes Including Class XI	6.45 AM - 12:45 PM & 6.45 AM - 10:45 AM	--	--	--
30.04.2018	Mon	HOLIDAY: Buddh Purnima				