



Dear Parents,  
Greetings!

**Welcome to the Academic Session 2024-25**

**Circular No: QCS/2024/080(A)**

A new school year means new beginnings, new adventures, new friendships, and new challenges. The new academic session starts from Thursday, 4<sup>th</sup> April 2024, we eagerly look forward to welcome our students back on campus for an exciting year ahead!

**Kindly note the general instructions:**

**Commencement of the session:** Thursday, 4<sup>th</sup> April 2024.

**School Timings:** Playschool 9:00 am – 12:30 am. Nursery to Grade UKG: 08: 30 am to 12:30 pm.

**Note:** On first two days, i.e. 4<sup>th</sup> and 5<sup>th</sup> April 2024 school timings will be 8:30 am to 11:00 am.

**Walkers:** Students must reach the school by 8:20 am.

**Transport Users:** Must reach the bus stop according to the time shared by the Transport In charge.

The transport manager will communicate the route number and pick-up and drop-off times to the various transport groups.

**School Dispersal:** Students who avail the school bus facility will not be handed over to the parents either from the bus queue or once the child has boarded the bus. If you wish to pick up your ward (in case of an emergency) you must contact the School Reception at least one hour before the dispersal time.

**Working Days:** Students have a five-day week (Monday to Friday)

**Books and Uniform:** - Kindly use a permanent marker to label all the books, stationery, uniform and shoes that your child will wear to school.

- Students must attend the school in the prescribed summer uniform.
- Kindly pin one handkerchief (blue or white) on the t-shirt.
- Send one small hand towel daily in their bag.
- Students must carry apron every day Parents can purchase the apron from the school uniform shop.
- Students must also bring Fruit tiffin, lunch box and water bottle.
- Kindly send one pair of clothes in the bag.

**School Almanac:** Log book will be issued to your ward in the class.

**School ERP:** Kindly download the ERP App- uTab. Login with the details shared (login Id & Password) on your registered Email ID.

**Time-Table & Monthly Planner:** Time- Table & monthly planner will be shared on Friday, 5<sup>th</sup> April.

**Introductory Days:** First two days will be meet and greet days

HOS

Ms.Sandhya Kumaria