



Date: 16-12-25

QCS/2025/204

Dear Parents

The much-awaited annual function- **Tatvagatha 2025** is just round the corner. It would be a pleasure to have you all, to celebrate the achievements, creativity, and the spirit of our students. To ensure the event runs smoothly and everyone has a delightful experience, we would like to share some general guidelines. **Kindly note:**

Dress details:

1. Costumes will be handed over to students on 18th December. Students need to come in costumes from home. Students participating in more than one event, need to carry the costumes along.
2. The costumes need to be returned back in polybags neatly folded and in the good condition on Monday.
3. Please make sure that the child is coming as per the prescribed event wise requirements (**refer to the table attached below**) and costume.
4. Label all the accessories, uniform, lunch box, water-bottle etc. with black marker on inner side.
5. Students need to come with light makeup and neat hair do.
6. They can wear jackets. Kindly avoid pullovers & sweaters. Thermals can be worn as guided in the event wise table.
7. Student must carry small hand towel with them.
8. Students must bring the water bottle and tiffin along. Refreshment combo will be provided by the school.

Timings:

1. **On Friday, 19th December:** Final Run Through (Compulsory attendance for all participants).
 - a. Timings for school for Grade Play-school-IX would be – **10:00 am to 2:15 pm**.
 - b. The dispersal will be at 2:15 pm, accordingly collect your ward from school/ bus stop. Transport In-charge would share the pickup timings in the transport groups.
2. **On Saturday, 20th December:**
 - a. Students will be coming to school at their normal timings i.e. **10:00 am**. All buses will ply.
 - b. Dispersal of students will be only after the function.
 - c. Kindly note that **no student will be handed over during the function**, as a **Grand Finale** is scheduled at the end of the programme.
 - d. School transport will be provided **in the morning only**. Parents are requested to **personally collect their ward after the function**.
 - e. **Students will only be handed over from their respective Gates only from the designated dispersal venues**, as shared below, **grade-wise**.

DISPERSAL PLAN	
Kindergarten:	Exit-1: - Glass Door Near Staircase 1
Grade I and II:	Exit-2: Glass Door Near Play way
Grade III-V:	Exit-4: Glass Door Near Library
Grade VI-IX:	Exit-5: Glass Door Near Pantry

Sr. no.	Element/ Event	Requirements
1	Air	1. White Stockings/ White Leggings 2. Full Hair Bun secured with plain hair pins 3. Light make up Note: Upper thermals are not required. Students may wear jackets.
2	Water	1. White stockings 2. Two ponytails with white rubber bands (for Song 1 and Song 2) 3. Open hair for Song 3 4. Light makeup Note: Upper thermals are not required. Students may wear jackets.
3	Fire	1. Black leggings/ Black Stockings 2. Half bun for tandav students 3. Black socks 4. Light makeup Note: Upper thermals are not required. Students may wear jackets.
4	Space	1. White Stockings/ White Leggings (For Yoga Students) 2. White Socks (For Chandrayan Performance) 2. Full Hair Bun secured with plain hair pins 3. Light make up Note: Round neck Inner can be worn. Students may wear jackets.
5	Earth	1. Tribal Dance Costume & Look: a) Light makeup, mid pony with open hair. b) Black round-neck inner, black stockings, black socks, and black school shoes. 2. Dhak Dhak Dance Costume & Look: a) White round-neck inner with white stockings, white school shoes. b) Half pony with open hair using a white rubber band, along with light makeup. 3. Trees Dance Costume & Look: a) Black round-neck inner with black stockings, brown socks, black school shoes, and light makeup. 4. Flowers Dance Costume & Look: a) Light makeup, black round-neck inner with black stockings, green warm socks, and black shoes. 5. Animals and Birds Dance Costume & Look: Light makeup, black round-neck inner with black stockings, black socks, and black school shoes. Note: Round neck inner thermals can be worn. Students may wear jackets.
6	Music	1. Light makeup 2. Neat hairdo 3. Thermal wear 4. Winter uniform(for the school song) Note: Round neck inner thermals can be worn. Students may wear jackets.
7	Ganesh Vandna	1. Light Makeup 2. Neat Hairdo Note: Round neck inner thermals can be worn. Students may wear jackets.

8	Sports	1. White school house shoes with white socks. 2. Pony Tail secured with plain white rubber band and plain black hair clips. 3. Light makeup Note: Round neck inner thermals can be worn. Students may wear jackets .
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Entry & Dispersal:

1. Parents are requested to be seated by sharp **12:30 pm** for the smooth and timely conduction of the function.
2. It will be appreciated, if the parents residing in nearby locations avoid bringing their cars/ do the carpools so as to restrict the traffic congestion near the school premises.
3. Entry from school gate no. 3. For Parking, support would be provided by the helping staff at the parking arena.

Warm Regards


Sandhya Kumaria
HOS