



Date: 22-11-25

Circular No: QCS/2025/202

Dear Parents/Guardians,

We are pleased to share that our school is gearing up for its much-awaited Annual Function, a celebration that provides students with the opportunity to explore their creativity, build confidence, and showcase their talents on stage. This year's theme, **“Tatvagatha – Tale of the Five Elements,”** has been thoughtfully chosen to help children understand the harmony of nature and the significance of the five fundamental elements through music, dance, and drama.

The event is scheduled for **Saturday, December 20TH**. The event will witness every student showcasing their talent through performances intricately aligned with the overarching theme. To ensure well-coordinated and visually appealing presentations, specially designed costumes and accessories will be arranged for every child.

Costume and Arrangement Fee:

You are kindly requested to make a payment of **₹800 per student** towards the costumes and related arrangements (including props and stage makeup).

Detail	Amount Due
Costume & Arrangements Fee	₹800/- per student
Last date for payment & Consent	November 26 th 2025

Payment Options and Reconciliation

Please note the following options for making the payment:

- **Cash:** Submit through your ward or deposit directly at the School Office.
- **Online Transfer:** Transfer the amount to the school account through the scanner.

For Reconciliation:

- **Online Payment:** Kindly share the payment screenshot on the school WhatsApp number **9891889900**
- **Cash Payment:** Please send a note through your ward's Logbook.

Scan and Pay



Kindly take note of the following details:

1. Practice Schedule:

- Regular practice sessions will be conducted daily as part of the preparation.
- **Adjusted Time Table:** A five-period time-table, which has been shared in the respective class groups along with practice sessions, will be followed until the Annual Day.

2. Attendance:

- 100% attendance during practice sessions is mandatory.
- Avoid taking leave on account of periodic tests, ongoing Computer Practicals, and Annual Day rehearsals.

Parents are requested to fill out and submit the attached consent form and submit it by 26th November 2025. We look forward to your support and cooperation in making this year's Annual Function a memorable and enriching experience for our students

Warm regards,



Ms. Sandhya Kumaria

HOS

Consent Form

I, _____ (Parent/Guardian), hereby grant permission for my ward
_____ of Grade _____ to participate in the Annual Function
and pay the Costume & Arrangements Fee. I understand that my child will be required to attend rehearsals
as scheduled and adhere to all guidelines provided by the school.

Parent/Guardian Signature: _____

Date: _____

Contact Number: _____