



Date- 24 December 2025

Circular No. QCS/2025/205

Subject: Parent Teacher Meeting

Dear Parents

Greetings!

We hope this message finds you well. We are pleased to inform you that the PTM is scheduled for Saturday, December 27th, 2025, from 9:00 a.m. to 12:00 noon. This meeting is an invaluable opportunity for us to apprise you of your child's academic and extracurricular progress. Along with that, it will serve as an ideal platform to discuss developmental milestones, skills, and any concerns you may have.

The collaboration between parents and teachers is crucial in fostering a supportive and enriching environment for our students. We strongly encourage every parent to attend and benefit from this invaluable collaboration between parents and teachers.

Kindly adhere to the time slot given below in order to conduct the meeting smoothly.

Roll no. 1 to 5	09:00 am to 9:30 am
Roll no. 6 to 10	9:30 am to 10:00 am
Roll no. 11 to 15	10:00 am to 10:30 am
Roll no. 16 to 20	10:30 am to 11:00 am
Roll no. 21 to 25	11:00 am to 11:30 am
Roll no. 26 onwards	11:30 am to 12:00 noon

Note:

- Parents are requested to adhere to their time slot.
- Students accompanying the parents should come in school uniform only.

Warm Regards

Sandhya Kumaria
HOS