

**RUKMANI BIRLA MODERN HIGH SCHOOL, JAIPUR**

CIRCULAR/RBMHS/March/2020-21/02

March 07, 2020

Dear Parent,

Warm Greetings from RBMHS, Jaipur. Welcome to the new Academic Session 2020-2021. We are grateful for all the support extended to the school by you and look forward to the same in the new session. We will together try to make the new academic year more exciting and memorable than the previous one.

Kindly note the following details so that the new session commences smoothly.

**Declaration of Online Results for classes Nursery to class IX and XI on March 13, 2020 from 06:00 pm onwards**

**New Session Begins On** – April 01, 2020 for classes K.G. to XII.

**SCHOOL TIMINGS: (REGULAR)**

Nursery and K.G. – 8:00 am to 12:00 pm

I to X – 8:00 am to 2:00 pm

XI and XII – 8:00 am to 1:00 pm

Please ensure that your ward reaches school by 7:50 a.m. The school gates will be closed at 8:00 a.m. sharp from 1<sup>st</sup> April, 2020.

**SCHEDULE FOR PURCHASE OF BOOKS, STATIONERY AND UNIFORM:** Parents are free to purchase the books from anywhere they wish to. The details of the books, notebooks and the stationery may be viewed from the school website. Please note, that on the request of the parents, the school **Tuck shop** will open the books and uniform counters as per schedule given:

**For OLD & NEW STUDENTS**

| Class | Date       | Day       | Class   | Date       | Day       |
|-------|------------|-----------|---------|------------|-----------|
| KG    | 16.03.2020 | Monday    | VI      | 22.03.2020 | Sunday    |
| I     | 17.03.2020 | Tuesday   | VII     | 23.03.2020 | Monday    |
| II    | 18.03.2020 | Wednesday | VIII    | 24.03.2020 | Tuesday   |
| III   | 19.03.2020 | Thursday  | IX      | 25.03.2020 | Wednesday |
| IV    | 20.03.2020 | Friday    | X       | 26.03.2020 | Thursday  |
| V     | 21.03.2020 | Saturday  | Nursery | 27.03.2020 | Friday    |

**Note: Timings for purchase of Books & Stationery and Uniform will be from 09:00 am to 02:00 pm.**

Kindly follow the schedule strictly. We seek your cooperation to help us serve you better.

**The (NEW) summer uniform is mandatory for all students from the new Academic session :(** Details may be obtained from the Tuck shop or the school website)

**IDENTITY CARD PERFORMA:** Please fill the I-Card Performa, clearly and legibly and send it with your ward on the first day of the school. The photograph of the student should be in School Summer Uniform. Only the latest photograph in the school uniform will be accepted for the same.

- **LEAVE OF ABSENCE:** For any absence, a proper leave application (on A4 plain sheet) must be written by the parent to the Principal and submitted at the office. In case of sick leave, it should be supported by a medical certificate. Children will not be allowed to go home during the school hours unless it is an absolute emergency. You are requested not to make any social engagements or medical appointments during school hours. **(There is no provision for half day leave for students.)**

**KINDLY NOTE:**

- Parents /Guardians are not permitted to enter in the classroom to meet their child or to seek unscheduled meetings with the teachers during school hours, In special cases, parents may be allowed to meet the teacher with prior permission from the Principal.
- Any communication that parents wish to make with the school should be made on A-4 sheet and must be addressed to the Principal. E-mail to the principal / the school email ID is the most preferred form of communication.
- Parents are requested to visit the school website regularly for updates.
- Please do not give mobile phones to your child. If any student is found carrying the same, it will be confiscated. If it is an absolute necessity to get mobiles to school, the same should be deposited in the school office in a labeled pouch at 8.00am and can be collected at 2pm.
- In case of extreme emergency, only parents are allowed to pick their ward/wards from school or if circumstances do not permit those then close relatives may approach the reception with the duplicate ID card of the child (given by the school.)
- Parents are requested not to send their wards to the school if they are ill or suffering from any contagious disease.
- Students from class III onwards should be in school uniform even on their birthday. Casual wear is not permitted.
- **Any intended withdrawal of a student from the school must be communicated to the Principal in writing at least one calendar month (30 days) in advance; otherwise one month's fees will be charged.**

Wishing everyone a very Happy, Exciting and Fruitful New Academic session.

**Principal**