



Rukmani Birla Modern High School, Jaipur

CIRCULAR/RBMHS/2023-24/02

18 March, 2023

Dear Parents,

Greetings from Rukmani Birla Modern High School, Jaipur. Welcome to the start of a new academic year. We will continue to deliver quality education that we are known for and strive to make it even better in the years ahead. As always, I believe that in this year also we will continue to work hard to help your child achieve academic excellence and strength of character .

Let's usher in the new session on a positive note with well laid out procedures and processes to make your RBMHS experience a wholesome and an enriching one.

New Session 2023-24-: Begins from 5th April 2023 (for all classes)

School timings for the various classes will be as follows:

Nursery, K.G. and Prep	Summer & Winter	8:00 a.m. to 12:00 noon
Classes I-X	Summer & Winter	8:00 a.m. to 2:00 p.m.
Classes XI-XII	Summer & Winter	8:00 a.m. to 1:00 p.m.

Punctuality

Please ensure that your ward reaches school by 7:50. The school gates will be closed at 8:00 sharp.

Summer Vacations-:

Class Nursery to V - May 18 to June 27, 2023

Class VI – VIII . May 26 to June 27, 2023

Class IX – XII . May 26 to June 25, 2023

House Colours : RBMHS takes many statistics into consideration in determining the house colours of the students. We strongly discourage parents from requesting for change in the house colors of their wards.

Promotions and New Class and Section:- These will be known to the students on the day of PTM. No requests for change of section will be considered. The decision of the school will be final.

Books and Uniform schedule : has already been shared. Kindly ensure that you adhere to the schedule given to avoid inconvenience. All Books and Notebooks should be neatly covered and labelled. Before the start of the session.

It is mandatory for all the students to attend school in the summer uniform as classes commence.

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.

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.

No student will be allowed to leave during the working hours of the school from 8:00 am to 2:00 pm unless it is an absolute emergency.

Kindly Note: There is no provision for half day leave for students. No students will be allowed to leave school from 8:00 am to 2:00 pm (for any function or appointment during school hours).

Appointment

Principal and Vice Principal	Tuesday, Thursday	1:00 p.m.to 3:00 p.m.(1and 3 Saturday – 9:00 am to 11:00 am)
Teachers:	Monday to Friday	2:00 p.m. to 2:30 p. m. or by appointment
	Saturday	8:00 a.m. to 10:00 a.m. (for primary teachers only.)

Do ensure that your ward is regular to school because we want to build, with you, a community in which your child will be happy and successful.


Parents are required to check the school almanac of their ward daily for any communication from the school. Please be sure to inform the school if there is any change in your address, designation or contact number by submitting an application to the class teacher.

Check the school portal/website regularly. Kindly note that the school believes in direct interaction/ dialogue with parents, for matters related to academic performance / behavioural issues.

We thank you for your on-going support in making our processes and procedures effective.

We, at RBMHS, look forward to working with you over the course of the year and getting to know you as parents, as we learn more about your children and watch them grow, develop and achieve success.

Best Wises and Regards


PRINCIPAL