



CIRCULAR :PRIMARY DEPARTMENT

Dear Parents,

September 14, 2017

The students are the pride and joy of the school. They are as dear to us as they are to you. The students' overall security has always been a matter of prime concern and priority for the school authorities. It is ensured that the students spend a major part of their day in a safe environment. We have more than 300 cameras installed and each corner of the school is kept under constant surveillance at all times. In case of emergencies, big or small, the school ensures prompt action. Multiple measures are taken to ascertain complete well-being of the children regularly.

In the light of the recent unfortunate events, the school has decided to reinforce some of the key security measures that have been implemented already. The parents are requested to take the following points into consideration:

- No child will be allowed to enter the school premises before the school timings. The school begins at 7:30 a.m. for the Senior Department and at 8:30 a.m. for the Primary and the Pre-Primary Department. The senior students must be dropped to school only after 7:15 a.m. and the primary and the pre-primary students must be dropped to school after 8:15 a.m. by the parents.
- Please ensure that the children wear their I-Cards at all times.
- The parents are requested to carry the parent I-cards when they visit the school. Failing this, the children will not be handed over to the parents at the time of dispersal.
- Please emphasize to your children that they should not move out of the classrooms alone at any point of time. They should always be accompanied by their buddies.
- Please ensure that the students do not carry any hazardous or pointed objects like scissors, lead pencils etc. to school. The students in the primary classes only require a scale and a protractor during the Geometry periods. Please don't send a compass with them.
- Parents are also requested to ensure the reliability and authenticity of the van drivers. That is a provision made by the parents autonomously. It is now mandatory that one parent accompanies the children in the van at all times. Failing this, the students will not be handed over at the time of dispersal. This will be enforced from 18th September, 2017. You are requested to make mutual arrangements.
- We have recently appointed lady guards to accompany all buses in the morning as well as afternoon. It will also be mandatory for a parent, by rotation, to accompany each bus till the last stop. The Duty Roster will be drawn out and parents will be informed of the same. In case, the parent on duty does not report for duty, the transport facility of his/her ward will be withdrawn with immediate effect.
- A child, once enters the school, will not be allowed to leave for any function/ event etc. In such cases, you may keep your child at home. This will be permitted only in case of extreme emergencies.
- The school sends an SMS to parents in case your ward is absent. You are requested to ensure that the telephone number in the school records is operational to facilitate smooth correspondence.
- The visiting hours for parents are 9:00 a.m.-10:00 a.m. Each parent is advised to strictly adhere to them.

The school authorities implore the parents to work together with the schools to guarantee the safety of each child.

Thanks & Regards,

(Ms. Meenu Goswami)
Principal

BS CIR'17