



RefNo-DPSSURAJKUND/CIRCULAR/BV- I - II/004/2026-2027

Date:03-04-26

“Every Dipsites’ first step into school is a giant leap into a world of wonder, learning, and endless possibilities.”

Dear Parents,

With immense joy and excitement, we extend a warm welcome to our young Dipsites as they step into school on **Monday, April 06, 2026** for the session 2026-27. This special day marks the start of a wonderful year of exploration and joyful learning. We believe that with gentle guidance, meaningful opportunities, and a nurturing environment, each Dipsite can grow with confidence and joy. Together, with your continued support, we look forward to making this year a positive and enriching experience for our Dipsites.

<u>Class</u>	<u>Date</u>	<u>Timings</u>
Balvatika I – Grade II	April 6, 2026	08:45 a.m. – 1:15 p.m.

Kindly note the following for smooth functioning –

- The school gate will open at **8:30 a.m.** and the tardy bell will ring at **8:50 a.m.** Students arriving after 8:50 a.m. will be issued a Tardy Slip. Please note that only two Tardy Slips are permitted per student in a month.
- Students need to be regular to school as each day is important and cannot be replicated.
- Kindly label your ward’s all belongings along with school shoes with their name and class.
- Kindly submit the stationary, pending documents (if any) and Id cards provided during Orientation to the class teacher on **April 6, 2026.**
- The child must carry the following things in the bag every day -
- Two tiffin’s - One each for lunch and Munch Time
- Water bottle (spill-proof, labeled)
- Extra pair of clothes (for emergencies, **applicable for BV I & BV- II**)
- Almanac on daily basis
- A cloth duster
- Student Id card to be worn by student daily. **This is mandatory.**
- Refer to the school website on regular basis for the latest updates.
- Check the Almanac & ERP for updates, notes, and announcements on daily basis.
- Do read the circulars sent on mail and ERP with your ward carefully. For any ERP assistance, please contact the class teachers.
- For urgent matters during school hours, parents can inform the School Reception at **9549397397.**
- Keep children home if unwell.
- For early dispersal, request through almanac or email a day prior to the class teacher. In case of exceptional cases, same-day request should be sent by 8:00 a.m. at the reception.
- For celebrating birthdays, kindly refer to the birthday policy shared during class orientation.

Interaction with Teacher –

- To ensure uninterrupted teaching hours, we kindly request you to call the Class Teacher only at the specified time mentioned by her.
- You are requested to attend all PTPMs and parent sessions regularly.
- If required, you can meet the Class Teacher by taking a prior appointment a day before.
- All requirements of leave should be applied on the Edunext Parent Portal/email to the class teacher.
- In case of any infectious or contagious disease, a medical fitness certificate is required upon joining back.

For Transport Users –

- Pickup and drop timings will be shared by the Admission Team via message. For any transport queries, please contact Mr. Sandip at 9818132420.
- Parents/Escorts are requested to be present at the stop 5 minutes prior to arrival/pickup along with their card. Carrying parent/escort card daily is mandatory.
- Kindly inform the bus conductor and Mr. Sandip in advance if your child will not be using transport on any day.
- In case of any change in the bus/van route, parents should inform the Class Teacher, the very next day in writing so that school records can be updated immediately.

For Private Dispersal –

- Carrying the physical copy of Parent/Escort Card daily is **mandatory** for security purposes.
- Entry for pick-up will be from **School Gate No. 1**.
- In case parents do not have their parent/escort card at the time of student pick-up or if any other escort is coming to pick up the child, parents are required to send an email at communication@dpssurajkund.com to share details regarding the escort update or the non-availability of the parent/escort card. Gate pass will be required in such cases.

We look forward to partnering with you in making this academic session 2026-27 enriching, joyful, and memorable for our young Dipsites.

Warm regards,

Headmistress
Delhi Public School, Surajkund