



*“A little hand, a hopeful gaze,
Ready to grow in countless ways.
With love and learning side by side,
We begin this beautiful ride.”*

Dear Parents,

With immense joy and excitement, we extend a warm welcome to our little Dipsites as they step into their school on **Monday, April 06, 2026**. This special day marks the start of a wonderful year of exploration and joyful learning. We believe that with strong parent-school partnership, each Dipsite can grow with confidence and joy.

Stellar Features: A peek into experiences that inspire young minds to explore, learn and shine.

Scholastic Domain	Co-scholastic Domain
<ul style="list-style-type: none"> • Language Enrichment • Early Numeracy • Sensorial Development • Exercises of Practical Life 	<ul style="list-style-type: none"> • Dance & Theatre • Music • Born to Move • Yoga • Story Telling • Art & Craft • Pottery

<u>Date</u>	<u>Timings</u>
April 6, 2026 – April 10, 2026	09:00 a.m. – 11:30 a.m. (One familiar adult can be present in the classroom with the child)
April 13, 2026 onwards	09:00 a.m. – 12:30 p.m. (weaning off begins)

Kindly note the following for smooth functioning –

- The school gate will open at **9:00 a.m.** and the tardy bell will ring at **9:10 a.m.** Students arriving after 9:10 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 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)
 - Almanac on daily basis
 - A face towel
 - Diapers

- 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. They will need rest.
- 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