



## **THE ADVENT SCHOOL**

Jagjeetpur, Haridwar

23<sup>rd</sup> March 2024

### **GENERAL CIRCULAR FOR SESSION 2024-25**

Dear Parents,  
Greetings!

With God Almighty's blessings, hard work of our complete team of staff and last but not the least, your benign cooperation and motivation at our every step during the session 2023-24, we have been able to prove to our self that nothing can deter us from reaching the pinnacle of excellence in providing highest standards of education with a right blend of culture and value system to our budding students.

Children gleaned loads of knowledge and had a lot of fun. You will appreciate that we religiously followed the curriculum of the school as per our planned Academic Calendar of activities. We are happy that we are able to achieve what we planned and in a determined way, with success and aplomb.

***Now we are on the anvil of launching into yet another academic year w.e.f. 4<sup>th</sup> April 2024 (for classes 3 to 8) and 8<sup>th</sup> April 2024 (for classes Play to 2).***

**As partners in education, we would appreciate if you make note of the following important information:**

#### **1. SCHOOL TIMINGS**

##### **SUMMERS (APRIL TO OCTOBER)**

CLASSES: NURSERY & PREP. JUNIOR.....09:00 am to 11:30 am (April & May)  
CLASSES: NURSERY TO PREP. SENIOR.....09:00 am to 12:30 pm  
CLASSES: I TO VIII.....08:00 am to 01:30 pm

##### **WINTERS (NOVEMBER TO MARCH)**

CLASSES: NURSERY TO PREP. SENIOR.....09:30 am to 01:00 pm  
CLASSES: I TO VIII..... 08:30 am to 02:00 pm

#### **IMPORTANT NOTE:**

- **NO STUDENT SHALL BE ALLOWED TO ENTER SCHOOL PREMISES AFTER PRESCRIBED REPORTING TIME.**
- **SCHOOL OFFICE WILL REMAIN CLOSED ON SECOND AND FIFTH SATURDAYS OF EACH MONTH.**
- **ALL SATURDAYS WILL REMAIN HOLIDAYS FOR ALL STUDENTS UPTO CLASS 2.**

#### **2. SCHOOL UNIFORM**

Parents are at liberty to purchase from the outlets of their choice. All students from Class 1 to 8 will be allotted houses. Therefore, they have to come to school in proper house uniforms on all working Wednesdays and Saturdays.

### **3. TEXT BOOKS & SCHOOL ALMANAC**

The booklist for all classes will be available to you. Parents are at liberty to purchase from the outlets of their choice. The school Almanac will be handed over to all students on first day of school. The information related to the child in School Almanac should be filled up by the parents. School Almanac should be sent regularly. Books, Work-books and note- books should be properly covered and labeled.

### **4. IDENTITY CARDS**

Student's ID cards shall be handed over to all students once school reopens. A blank Parent ID Card will be handed over along with School Almanac. Parents are requested to fill in the desired details in neat and legible capital letters and paste latest family photo. The child shall submit the filled Parent ID Card on the first day of school to respective class teacher. The same card will be returned to the child after Principal's Signature.

### **5. PARENT TEACHER COMMUNICATION**

- a. All correspondence with the teacher must be made through the school almanac. Acknowledge the note given by the teacher in the diary on regular basis.
- b. We expect the parents to attend the Parent Teacher Meeting regularly as it is important to acknowledge the child's progress.
- c. Parents can also connect through email id – [theadventschool705@gmail.com](mailto:theadventschool705@gmail.com)
- d. The School Principal will be available to meet the Parents between 11:00 am to 01:00 pm by prior appointment. Please contact School Reception for appointment.
- e. The school website is – [www.theadventschool.org](http://www.theadventschool.org)
- f. You can visit the website and access the updates, photo gallery, circulars, events, etc.

### **6. ATTENDANCE**

- a. In case of absence due to any reason, the leave application needs to be submitted to the class teacher or at the reception.
- b. In case the child is not well, kindly abstain from sending him/ her to school.
- c. In case of medical leave, submit the medical certificate along with the leave application.
- d. No half days will be sanctioned.

### **7. BIRTHDAY CELEBRATION**

- a. No child is allowed to come in casual dress on his/ her birthday. Wearing school uniform is compulsory for all.
- b. No cake cutting will be done in the classroom.
- c. Child may distribute chocolates/ toffees/ stationery items of maximum worth Rs. 20 per child only.

### **8. DISPERSAL**

- a. In case of van users, parents must ensure that the van driver is police verified and the vehicle follows all instructions as per the guidelines of transport authorities.
- b. Parent ID card will be issued as Student Collection Pass to all the parents.
- c. Parents/ Van drivers need to produce the Parent ID card everyday at the time of pick up/ dispersal.
- d. The child will not be handed over to the parent/ guardian/ van driver in case the Parent ID card is not shown.

*Right from the beginning of the academic session, we aspire that the child shows the positive changes in his/her personality apart from the academic growth. Without your cooperation, this target cannot be achieved. We want to share few things with you, which must be taken care of. Parents are kindly requested to follow the instructions given below:*

**A. The following belongings of your ward should be named with permanent marker along with class and section: -**

- (i) Water Bottle
- (ii) School Bag
- (iii) Lunch Box
- (iv) School Belt
- (v) Shoes

**B. Parents are requested to follow the given guidelines: -**

- (i) Uniform must be neat and clean. If the child appears in wrong dress, he/ she will not be allowed to enter the class.
- (ii) Shoes are the part of our school uniform (not the sport shoes). Black Canvas shoes must be worn on all school days.
- (iii) Boys should have neatly cut trimmed hair and girls should keep two neat pleats.
- (iv) Students can wear simple watches Class III onwards. No fancy or colorful watches allowed.
- (v) One extra set of clothes need to be kept in bag for Nursery to Prep Junior.
- (vi) Parents have to follow the Meal Plan for classes Nursery to II.
- (vii) Healthy food items like Chapati/ Puri/ Paratha with vegetable and salad along with one fruit should be provided in the lunch box of students from classes 3 onwards daily.
- (viii) Fast food (Maggie/ Kurkure/ Chips/ Chocolates etc.) are not allowed in the lunch box and should be avoided.
- (ix) Parents are requested to send the lunch box with the student only. The guard shall not deliver any lunch boxes to students.

**\*For suggestions/ feedback, mail to 'theadventschool705@gmail.com'.**

**PRINCIPAL**