

St. Joseph's School, NTPC, Kahalgaon

Cir. No: 8/2017-18.

Date :21/2/2018

Dear parents/Guardians,

1. **Distribution of Report Card** by the Class Teachers on 27/3/2018 at 8:00 a.m. – 9:30 a.m. in respective classes.

LKGABC - respective classes
UKGABC - respective classes
Cl. IABC - respective classes
Cl. IIABC - respective classes
Cl. IIIABC - respective classes
Cl. IVABC - respective classes

Cl. VABC - respective classes
Cl. VIABC - respective classes
Cl. VIIABC - respective classes
Cl. VIIIABC - respective classes
Cl. IXABC - respective classes
Cl. XIABC - respective classes

Parents of Class IX and Class XI please note that your ward needs to pass in all the subjects for the promotion to the next class.

Students of LKG – Cl.VIII those who are very poor in studies will not be promoted.

2. **The Vacancy list** for the new admission to UKG-Cl.VIII will be out on 21/3/2018 at 8:30 a.m.
3. **New Admission Test** on 26/3/2018 at 8:00 a.m.

4. **Sale of School Uniform, Tie and Belt**

Students of UKG going to **Cl. I** on 27/3/2018 : Time : 8:00 a.m. – 12:00 noon

UKG & Cl. II – Cl. V - 28/3/2018 : TIME: 8:30 A.M. – 12:30 P.M

Cl. VI – Cl. X - 29/3/2018 : TIME: 8:30 A.M. – 12:30 P.M

Sale of Books , Diary, Fee card Cl. UKG – Cl. V on 27/3/2018

UKG - 8:30a.m. – 10:00 a.m.
Cl.I - 10:00 a.m. – 11:30 a.m.
Cl. II - 11:30a.m. – 1:00 p.m.

Cl. III - 1:30 p.m. – 3:00 p.m.
Cl. IV - 3:00 p.m. – 4:30 p.m.
Cl. V - 4:30 p.m. – 6:00 p.m.

Cl. VI – Cl. X on 28/3/2018

Cl. VI - 8:30a.m. – 10:00 a.m.
Cl. VII - 10:00 a.m. – 11:30 a.m.

Cl. VIII - 11:30 a.m. – 1:00 p.m.
Cl. IX - 1:30 p.m. – 3:00 p.m.
Cl. X - 3:00 p.m. – 4:30 p.m.

5. **Admission to LKG on 2nd & 3rd April 2018 Time 8:00 a.m. – 2:00 p.m.**

Admission to LKG on 2nd and 3rd April 2018.

6. Uniform sale for LKG on 2nd and 3rd April 2018 Time : 8:00 a.m. – 2:00 p.m.
7. Sale of Books for LKG on 3/4/2018. Time : 8:00 a.m. – 12:30 p.m

8. **New Session on 4th April 2018.**

Time : Cl. I – XII : 6:50 a.m. – 12:35 p.m

LKG – UKG : 7:40 a.m. – 11:15 a.m.

Cl.I – III : 6:50 a.m. – 12:15 p.m

Cl.IV – VII : 6:50 a.m. – 12:25 p.m

Cl.VIII – XII : 6:50 a.m. – 12:35 p.m.

9. Payment of Fee

All the parents are asked to clear the due fees for your ward by 28th February 2018. In the month of March the fee counter will be closed. No student is permitted to sit for the Annual Examination without the clearness of fees. All the students who cleared the fees will be issued a card called Privilege Card and that has to be submitted to the class teacher on the 1st day of the Annual Examination to sit for the examination. The same way all the defaulters will be issued a red card they will not be permitted to appear for the examination unless they clear all the due fees. Once the student clears the fees they shall submit the red card to the fee counter and get the privilege card for appearing in the examination.

10. Issue of Admit cards

Class X – 27/2/2018 : Time : 9:30 a.m.

Class XII – 28/2/2018 : Time : 9:30 a.m.

All the students of Cl.X and XII are to clear the due school fees. Defaulters will not be provided the admit card. All the students shall come with the fee card and in School Uniform for the collection of Admit Card.

11. CBSE Board Examination begins from 5/3/2018.

12. Annual Exam for LKG – V from 26/2/2018 .

Class VI – IX starts from 5/3/2018.

13. From 5/3/2018 the students of Cl. XI will have classes in subjects Physics, Chemistry and Mathematics (Cl. XII syllabus) Time : 7:50 a.m – 11:30 a.m.

14. Payment of Fee for the academic session 2018-19

All the parents shall pay the school fees of April and May 2018 and enroll the students name for the new academic session from 12/4/2018 – 28/4/2018. Those who fail to do so may need to pay the fine Rs. 300/- in the month of June or in which the payment will be done.

15. Parents, please pay attention to your wards coming to school on time, in prescribed school uniform, keeping in mind the cleanliness. Parents , always send your ward in neat & tidy uniform, keep in mind the following points :

- Boys are not allowed to come in low waistpants and with long hair.
- Girls should make their hair plates (long hair), others pony tail with black gaddar. Colourful clips and hair bands are not allowed.
- No jewellery allowed in the school.
- Electronic gadgets like iPod, mobile etc.... are not allowed in the school premises. Once the students are caught with of these items, the school will suspend him/her.
- Students are not permitted to come to school in motor bike.

16. Parents are free to buy the books and uniform from anywhere. The reopening day students must come with proper School uniform and books which prescribed from the school.

17. The School Management thanks all the parents/guardians/ well-wishers for the cooperation and help extended to the Josephite family in the academic session 2017-18.

Principal