# St. Joseph's School, NTPC, Kahalgaon

Cir. No: 5/2019-20.                                                    Date :13/03/2020

Dear parents/Guardians,

1. **Distribution of Report Card** by the Class Teachers on 28/3/2020 at 8:00 a.m. – 9:30 a.m. in assigned class rooms.

   | | |
   |---|---|
   | LKGABC  -  respective classes | Cl. VIABC   -  respective classes |
   | UKGABC -  respective classes | Cl. VIIABC  -  respective classes |
   | Cl. IABC  -  respective classes | Cl. VIIIABC -  respective classes |
   | Cl. IIABC -  respective classes | Cl. IXABC   -  respective classes |
   | Cl. IIIABC - respective classes | Cl. XIABC   -  X ABC class room |
   | Cl. IVABC - respective classes | |
   | Cl. VABC -  respective classes | |

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

   Students of LKG , UKG, Cl. I, II, III, IV, VI, VII, those who are very poor in studies will not be promoted to the next class .

2. **Sale of Books , Diary, Fee card   Cl. UKG – Cl. V  on 29/3/2020**

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   |---|---|---|---|---|
   | UKG | – Cl. I | : | 8 : 00a.m. | – 10:30 a.m. |
   | Cl. II | – Cl. III | : | 11: 00 a.m. | – 1:30 p.m. |
   | Cl. IV | – Cl. V | : | 2: 00 p.m. | – 4:30 p.m. |

   Those who wish to return the text books with misprint and damage shall approach the counter from  4:45 p.m. – 5:30 p.m.  Notebooks will not be taken back.

   **Cl. VI – Cl. XII on 30/03/2020**

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   |---|---|---|---|---|
   | Cl. VI | - Cl. VII | : | 8:00a.m. | – 10:00 a.m. |
   | Cl. VIII | - Cl. IX | : | 10:30 a.m. | – 12:30 p.m. |
   | Cl. X | - Cl.XII | : | 1:30 p.m. | – 3:00 p.m |

   Those who wish to return the text books with misprint and damage shall approach the counter from 4:00 p.m-5:00 p.m.  Notebooks will not be taken back.

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

   Students of UKG going to **Cl. I** on **28/3/2020**  : TIME : 8:00 a.m. – 12:30p.m

   | | | | |
   |---|---|---|---|
   | UKG | - | **29/3/2020** | : TIME : 8:00 a.m. – 9:30 a.m. |
   | Cl. II – Cl. V | - | **30/3/2020** | : TIME: 8:30 a.m. – 12:30 p.m |
   | Cl. VI – Cl. X | - | **31/3/2020** | : TIME: 8:30 a.m. – 12:30 p.m |

4. **New Academic  Session**

   **UKG – Cl. XII  will begin on 3/4/2020**

   **LKG will begin on 15/4/2020**

   | | |
   |---|---|
   | 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. |

5. **Admission to LKG on 1<sup>st</sup> and 2<sup>nd</sup> April 2020, Time : 8:00 a.m. –12:30p.m.**
   Uniform sale for LKG on 1<sup>st</sup> and 2<sup>nd</sup> April 2020  Time : 8:30 a.m. – 12:30 p.m.
   Sale of Books for LKG on 1<sup>st</sup> and 2<sup>nd</sup> April 2020. Time : 8:30 a.m. – 12:30 p. m

6. The vacancy list for the new admission to UKG – Cl. VIII will be out on 30/3/2020 at 9:00 a.m.

7. New admission Registration form will be available on 31/3/2020  in the fee  counter at 8:00 a.m.  Cost of the form is Rs. 50/- .The  filled form shall be submitted on the same day in the counter.     Time : 8:00 a. m – 9:00 a.m.

8. New Admission Test on 31/3/2020 at 9:00 a.m.

9. Result of new Admission Test on 4/4/2020 at 9:00 a. m

10. New admission on 6/4/2020. Time : 8:00 a.m. – 12:00 noon .  Books and uniform will be available for new students on 6/4/2020 . : Time : 8:00 a.m. – 1:00 p. m

11. **Payment of Fee for the academic session 2020-21.**

    All the parents shall pay the School fees of April and May 2020 to enroll the students name for the new academic session from 15/4/2020 – 12/5/2020. 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.

12. **Parents, please pay attention** to your wards coming to school on time, in prescribed school uniform, I.D card, Books,  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 plaits (long hair), others pony tail with black hair band . 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.

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

14. **The School Management thanks** all the parents/guardians/ well-wishers for the cooperation and help extended to the Josephite family in the academic session 2019-20.

Principal