



Lala Lajpat Rai



No.BMVBASMA/1925273/Nursery-New Admn:24-25/2023-2024/

Date : 07.03.2024

WELCOME TO THE NEW ACADEMIC SESSION : 2024 – 2025

FIRST DAY OF PRE-SCHOOL

The first day of school is an exciting milestone in your child's life. Your child is embarking on a journey that will lead him to many avenues of discovery and learning.

As wonderful as this new experience may be, it can also be quite stressful for the young child. New situations and change can, at times, be unsettling for all of us. For many children this may be their first experience of separation from parents and home. It is common for even the most outgoing child to be anxious on the first day of school.

We have provided a few suggestions for assisting your child during this time. Remember that the school staff will always be available to provide support and assistance to your child.

- Prepare your child for the new school experience by explaining what to expect. Answer all questions directly and honestly.
- Convey a positive attitude. Young children are aware of your feelings. Your enthusiasm will assure the child that school is an exciting place full of fun and frolic.
- Give regular and full attention to all the activities of your ward.
- Establish a routine involving both, the night before a school day as well as morning preparation. Please make sure that your child goes to bed early (latest by 08.30 p.m.) so that he/she is fresh and happy the next morning.
- Clearly state to your child where you will be and when you will return. It may also be helpful to discuss what will happen when you are reunited.

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We welcome the new children to our School and look forward to your co-operation in the coming years too as we feel the involvement of parents is as essential as that of teachers in the all-round development of the children.

IMPORTANT POINTS TO REMEMBER

1. **Timings for Pre Primary Wing** : 08.00 a.m. to 12.00 noon (Monday to Friday)
2. The students have to report to School at 07.50 a.m. sharp on all days.
3. The School will remain closed for Pre-Primary children on all Saturdays.
4. Kindly pick up your ward from the bus stop / school as per scheduled time.
5. **Please note the child will not be handed over to any relative/stranger/ neighbour / family friend without prior written permission of the Principal.**
6. No parent will be entertained during the school hours and no child will be allowed to leave the School before 12.00 noon without the prior written permission of the Principal
7. The School Diary should be checked every day and duly signed. All communication between the parents and the teachers should be through the school diary only. Please fill all the information about your ward in the diary.
8. Please ensure, if your ward uses private van, all the particulars of Van and Van Drivers should be handed over to the class teacher in writing. You are also advised to ensure that van owners fulfills all rules and regulations of Transport Department, Govt. of NCT of Delhi/Delhi Traffic Police and has valid permission along with driving license, badge, permit, police verification etc. Please check their character and credentials for the safety and security of your ward.
9. All circulars should be read carefully and taken out from the school diary as and when sent and send back the requisite reply/information immediately, if required.
10. Student's Identity Card should be worn every day. **It is also mandatory for all the parents and van drivers to carry Guardian's Gate Pass/I Card issued by the School authorities whenever they come to school to pick the child from school.**
11. Students are required to come in neat, clean, well ironed proper school uniform as per the following schedule :-

Blue Uniform (black hair band/rubber band for girls)	-	Monday, Tuesday, Thursday and Friday
White Uniform (white hair band/rubber band for girls)	-	Wednesday
12. Please inform the Class Teacher of your ward immediately in writing **whenever there is a change** in the residential address, telephone number of mode of transport of your ward.

13. Students should carry their water bottles to school every day. All the things carried by the students, should have their name, class and section written on it with a permanent marker.

14. **Please send an extra set of clothes, properly labelled in the school bag with your ward every day. It is mandatory for all students. A neat and clean handkerchief should be pinned to the child's uniform every day.**

15. Parents should send proper nutritious meal i.e. chapatti/sandwich from Monday to Thursday and on Friday child can bring food of his/her own choice. **Kindly avoid junk food.**

16. **Fruit Break** – Please send some fresh seasonal fruit with your child every day to develop healthy food habits.

17. It would go a long way if parents could spend quality time with their children, reading out story books whenever possible. Please ensure that your child is not exposed to those TV programmes or video games which are not meant for their age, specially those with violence as this has an adverse effect on the psyche of the child.

18. **Payment of Fees:** You are requested to deposit the fee through cheque/BD/On-Line or through QR Scanner from 1st to 10th in the first month of each quarter i.e. April, July, October and January. You can also pay the fee on monthly basis as well. Kindly pay your ward's fee regularly.

19. If the fee is not paid on time, the name of the student may be struck off from the rolls and the student will be admitted only after paying all the dues and re-admission charges of Rs.200/-.

20. The fee can be deposited between 07.00 a.m. to 12.30 p.m. on all working days at the School Reception only.

21. In case a fee cheque bounces/is dishonoured by the bank for any reason whatsoever, payment will be accepted in cash/on-line or through bank draft only along with the administrative charges of Rs.600/- (Rs.Six Hundred only) per cheque.

22. Collect the fee receipt booklet from the class teacher of your ward.

23. Please do not send fee through Drivers/Conductors.

24. Parents are advised to ensure that all the requisite documents w.r.t. their ward are submitted in the school. All documents should be latest and correct in all respect.

25. **Visiting Hours** – Parents can meet the Principal (if there is a requirement) on all working days between 08.30 a.m. to 09.30 a.m. only. Please visit during these timings only.

26. For any communication, you can contact at the following telephone nos :-

a) RECEPTION - 41616607

b) OFFICE – 43029496

“WE SOLICIT YOUR ACTIVE INVOLVEMENT FOR THE ALL ROUND DEVELOPLMENT OF YOUR CHILD”

“WE LOOK FORWARD TO AN EXCITING AND FRUITFUL YEAR AHEAD”

“WE NURTURE CHILDREN INTO GOOD HUMAN BEINGS”


(VANDANA BABERWAL)
PRINCIPAL