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Ref.No. : TIGPS/K#/2025-26/MAR/01

Date:20-Mar-2025

★ SPECIAL NOTICE FOR NEW STUDENTS ★

Dear Parents

Greetings!!!

Please take note of the following important details for the smooth transition into this new academic year 2025-2026:-

- ✓ **PARENTS ORIENTATION PROGRAMME:** A welcome orientation session for new parents will be held as per the schedule mentioned below. This will be an excellent opportunity for you to meet the faculty, staff as well as to get familiar with our school's policies, facilities, and activities. Parents of all classes are requested to attend the '**PARENTS ORIENTATION PROGRAMME**' to clear their queries/ doubts.

PARENTS ORIENTATION PROGRAM			
CLASSES	DATES	TIME	SLOTS
BALVATIKA 1, BALVATIKA 2 & BALVATIKA 3	25-Mar-2025	09:00-11:30	SLOT 1
CLASS I , CLASS II	25-Mar-2025	12:30-14:00	SLOT 2
FROM CLASS III TO CLASS -V	03-Apr-2025	10:30-11:30	SLOT 1
FROM CLASS VI TO CLASS VIII	04-Apr-2025	12:00-13:00	SLOT 1
CLASS X	05-Apr-2025	09:00 -10:00	SLOT 1
CLASS XI	05-Apr-2025	10:30- 11:30	SLOT 2
CLASS IX	05-Apr-2025	12:00 -13:00	SLOT 3

- ✓ **School Website:** Please visit the School Website 'www.tigpskon.edu.in' for time-to-time updates.
- ✓ **School Diary :** School Diary is free for all students. School Diary will be handed over to the students by the class teachers. "School Diary" makes parent-school communication easier & effective.
- ✓ **LMS ID and PASSWORD:** Kindly collect the **LMS ID and PASSWORD** from the school account office to ensure the payment of monthly Tuition fees w. e. f May-2025.
- ✓ **New Academic Session :** The new academic session begins on **03-Apr-2025(Thursday)**. Please ensure that your child arrives on time to start the day with their classmates.

SCHOOL TIMING FOR 03-APR-2025		
CLASSES	ARRIVAL	DEPARTURE
From Balvatika I to Class II	09:00AM	10:00AM
From Class III to VIII	08:30AM	10:00 AM
From Class IX to XII	08:30AM	02:40 PM

- ✓ **Time Table :** Time table will be provided to all students by their class teacher on 03-Apr-2025. A timetable ensures specific subjects/ activities at a particular time & each class has at least one teacher during teaching-learning hours. It provides a clear image of date-wise subject details to be taught on a particular day.

- ✓ **School Badge** : School Badge is mandatory for all students. School Badge will be handed over to the students by the class teachers.
- ✓ **School Monogram**: School Monogram on the front side of the black school bag is compulsory for all. School Monogram will be handed over to the students by the class teachers. Kindly stitch /paste the School Monogram on the front side of the black school bag.
- ✓ **Student's ID Cards & Escort Card**: Students' ID cards & Escort cards are separate. Escort cards must possess the picture of both the parents & local guardians along with the student. Student's ID Cards & Escort Card will be distributed from the respective classes by the class teacher on advance payment basis. Until the delivery of Student's ID Cards & Escort Card, Students are allowed to wear the white uniform or the uniform of their last school.
- ✓ **Parent-Teacher Communication**: We believe in open communication between parents and the school. Please feel free to reach us through your valid "School Diary Note" or reach out to the school Front office for any questions or concerns. We encourage you to stay engaged with your child's academic progress.
- ✓ **Safety and Health Guidelines**: In light of ongoing health measures, The school always prioritizes the safety and well-being of our students. Please make sure your child follows all the health and safety protocols outlined in the school's policy.

SCHOOL BAG, BLACK SHOES, KEDS & SOCKS		
ITEMS	SPECIFICATIONS	REMARKS
SCHOOL BAG	<p><u>Balvatika 1, Balvatika II & Balvatika III:</u> Colourful bag other than black colour.</p> <p>Dimension: 15cm X 20cm X 10cm or equivalent size.</p> <p><u>I to V:</u> Any school bag of black colour.</p> <p>Dimension: 40cm X 30cm X 20cm or equivalent size.</p> <p><u>VI to XII:</u> Any school bag of black colour.</p> <p>Dimension: 48cm X 34cm X 20cm or equivalent size.</p>	<p>Parents are free to purchase from their own resources with the specifications of the school.</p>
BLACK SHOES	<p><u>All Boys from classes Balvatika 1(PG) to XII:</u> Parents will buy black shoes from the market out of the Bata boy's school shoes scout/Action school time shoes/Relaxo school mate shoes or equivalent.</p> <p><u>All Girls from classes Balvatika 1(PG) to XII :</u> Parents will buy black shoes from the market out of the Bata ballerina girl's shoes/Action school time girls shoes/Relaxo school mate girls shoes or equivalent.</p>	
KEDS & SOCKS	<u>All students from classes Balvatika 1(PG) to XII will buy</u> white school Keds & white socks from the market.	

SCHOOL UNIFORM	
VENDOR NAME: - M/S. K.C. DAS [Mobile No. : 8617259058]	
Mode of Transaction => UPI / CASH	
DESCRIPTION	REMARKS
On 21st March 2025 the vendor will take the measurements for new orders on Rs.500/- advance payment basis. The Ordered uniforms will be delivered on April' 2025(The exact Date will be informed by the vendor).	Until the delivery of the ordered School uniform, Students are allowed to wear the white uniform or the uniform of their last school.

SCHOOL TRANSPORT

VENDOR NAME: M/s. ANUSKA TOUR & TRAVELS [Mobile No. : 8584040783]

DESCRIPTION	REMARKS
The school facilitates the School Transport System based on parent's application received by the school. It will take a minimum of two weeks to set the transport route.	Willing parents are requested to take the ' School Transport Requisition Form ' from the Front Office/ Help Desk Counter.

BOOK & NOTEBOOK SELLING COUNTER:

VENDOR NAME: - M/S. A. K. BOOK, DHANBAD [Mobile No.:9330156762]

Mode of Transaction => Preferably UPI & CASH [No card facility available] Kindly collect Books, Notebooks & Diary as per the scheduled mentioned in 'Annexure 1'

Sr. NO.	Classes	Dates	Time
1	IX	28-MARCH-2025 FRIDAY	10:00AM - 02:30 PM
2	VIII	29-MARCH-2025 SATURDAY	10:00AM - 02:30 PM
3	VI & VII	30-MARCH-2025 SUNDAY	10:00AM - 03:00 PM
			10:00AM - 03:00 PM
4	IV & V	31-MARCH-2025 MONDAY	10:00AM - 02:30 PM
			10:00AM - 02:30 PM
5	II & III	01-APRIL-2025 TUESDAY	10:00AM - 02:30 PM
			10:00AM - 02:30 PM
6	Balvatika I , Balvatika II , Balvatika III & Class I	02-APRIL-2025 WEDNESDAY	10:00AM - 02:30 PM
			10:00AM - 02:30 PM
7	X & All Left out classes	03-APRIL-2025 THURSDAY	10:00 AM -02:30 PM
			10:00 AM -02:30 PM

We are thrilled to have your child join our school community, and we look forward to a successful and enriching year ahead. If you have any further questions or need assistance, please do not hesitate to contact us at tigpskonnagar@tigpskon.edu.in.

Thank you for entrusting us with your child's education!!!

PRINCIPAL