



TAGORE INTERNATIONAL SCHOOL
VASANT VIHAR, NEW DELHI-57
CIRCULAR FOR CLASS XI

TIS/ VV/ 2024-25/036

July 2024

Dear Parents,

The commencement of a new academic session heralds fresh opportunities for learning and growth. As a school, we endeavour to guide and inspire students, fostering intellectual curiosity and academic excellence. A whole new calendar of exciting events and activities awaits the young learners in the academic session of 2024-25. New talents & skills will be discovered and delightful memories will be made as we move forward in the new session.

Please note the following with regard to the academic session 2024-25

1. Important dates:

- The school reopens for classes Nursery to XII on Tuesday, 02 July 2024
- Please handover the Admission slip to the class teacher on first day of school.

2. School Timings:

- School starts at 8:00 a.m. School gates will be closed at 8:05 a.m. **No student** will be allowed to enter school thereafter.
- Dispersal for Nursery and KG is at 11:45 a.m.
- Dispersal for classes I to XII is at 2:00 p.m.

1. Transport:

- Students using the school transport have to travel by the school bus every day. In case you have to pick up your ward in the afternoon personally, please ensure that an application in writing is submitted to the school latest by 8:00 a.m. on the day of the pickup.
- If your ward travels to and from school in a private van, please ensure that the van is registered with RTA, the driver and conductor have a valid license, possess police verification documents and the van is NOT running on LPG.
- It is very important that you immediately inform the class teacher and the school office about any change in the address / telephone number, so that we can contact you easily in case of an emergency.

2. Attendance:

- Application for leave of absence for up to three days has to be sent in the almanac through the 'Record of Non-Attendance' page.
- For leave of more than three days, permission from the Principal is mandatory. Absence from school for four or more days without prior permission will result in the student's name being struck off the school rolls.
- No student will be allowed to leave school after a weekly test, for any reason.
- If a student is unwell, she/he should not come to school that day and a medical certificate should be submitted for the absence.

3. Uniform:

- There is no uniform for students of Nur- KG.
- Students of classes I to XII should come to school in complete summer uniform from Tuesday, 02 July 2024.
- The school uniform shop is open on all working days from 8:00 a.m. to 12:30 p.m.
- Please ensure that your ward comes to school neatly dressed.

4. Clubs

- In class XI, we have many clubs for students to join voluntarily which will give them avenues to explore their interests.

5. Fee

- Fee bill will be uploaded on the parent portal on 1st of every month.
- Fee payment can be done ONLINE through the CampusCare portal. Alternatively, it can be deposited at PUNJAB NATIONAL BANK in the school premises.
- The fee can be paid either quarterly or monthly.
- The monthly Fee bill will include Tuition Fee, Bus fee and stationery charges.
- The Annual and Development charges will be charged on pro- rata basis every month.
- If quarterly payment is opted for, then fee should be paid by the 10th day of first month of the quarter- April, July, October and January.
- If the monthly payment option is exercised, then the fee should be paid by the 10th day of every month.
- Payment after the due date will incur late fee charge of ₹20/- per day.
- If the fee is not paid by the end of the third month, the school will take action as per DSER.
- All fee dues have to be cleared before the collection of Progress Report in March.

6. Almanac

- It is an important document and must be carried to school daily.
- You are requested to check the school almanac of your ward everyday for any important note sent by the teacher.
- Please fill the required information in duplicate, on the pages titled 'Particulars of the Student' and 'Medical Details'.

7. Year Planner

- The Year Planner will be given to each student at the start of the new session. This will have information about all the activities, assessments, list of holidays and other schedules for the entire session. Please go through it thoroughly and refer to it regularly.

8. Kindly Note:

- Please check the school website www.tagoreint.com regularly for circulars, updates and news about school events.
- Parents can meet the Principal between 8:30 a.m. and 10:00 a.m. on any working day and the teachers on any working Saturday, with prior appointment.
- Students are allowed to get only two toffees per classmate for distribution on her / his birthday. Nothing else will be allowed.
- All students till Class X are NOT allowed to bring mobile phones to school. If a student is found with a mobile phone, it will be confiscated along with the SIM card. Both items will be **returned to the student only after the academic session is over**.
- Students of Classes XI and XII are allowed to bring their mobile phones to school. They must ensure that their mobile phones are switched off at all times while in school, including recess time and while travelling in the school bus. If a student is found with a mobile phone switched on during these times, the phone and SIM card shall be confiscated. Students will be responsible for the safety and security of their mobile phones.

9. Books:

- The book set for the next session is available at Naval Book Depot, Shop No. 17, Sector VII, R.K.Puram, New Delhi. (Contact Nos.: 011-26175789/26102425).

10. Parent's Orientation for class XI will be on Saturday, 06 July 2024 at 9:00 a.m.

We seek your cooperation as a constant source of motivation for us. Looking forward to a fruitful year ahead.

Isha Sood
Sr. School Headmistress