



**TAGORE INTERNATIONAL SCHOOL
VASANT VIHAR, NEW DELHI-57**

CIRCULAR FOR CLASSES I - XII (NEW ADMISSION)

TIS/ VV/ 2022-23/33

JULY 2022

Dear Parents

The finest education unlocks new ways of viewing challenges and opens doors to a brand-new world of potential solutions and perceptions. At TIS, we provide a perfect amalgamation of Indian ethos and modern education, where students are trained not only to excel in academics and co- curricular activities but also to become good human beings, who contribute to making this world a better place. **The school will reopen for Nursery to class XII from Monday, 04 July 2022.**

Please note the following with regard to the new academic session 2022-23:

1. School Timings:

- School starts at 8:00 am. School gates will be closed at 8:05 am. No student will be allowed to enter school after that.
- Dispersal starts at 11:45 am for Nursery and KG, and 2:00 pm for classes I to XII.

2. Transport:

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

3. Attendance:

- Application for leave of absence for up to three days has to be sent in the almanac through the Parents-Teachers Remark 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 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.

4. Uniform:

- Students should come to school in complete summer uniform from the first day itself. The school uniform shop is open from 8:00 am to 1:00 pm on all seven days of the week.
- Please ensure that your ward comes to school neatly dressed.
- No student will **be allowed** to bring steel water bottles to school for any reason.

5. Art Pursuit & Clubs:

- For students of classes I to X there are many Art Pursuit and Physical Activity options to choose from. Option forms for these activities will be given to your ward once the school reopens in July.
- In class XI, we have many clubs for students to join voluntarily which will give them avenues to explore their interests.

6. Fee:

- The Tuition Fee and Bus Fee has to be deposited **ONLINE** through the Campuscare portal (Individual Username and Password will be shared with you) by **10th of every month**. The same can also be deposited at the PUNJAB NATIONAL BANK in the school premises by the said date.
- In case the fee payment is delayed, a late fine of ₹ 20/- will be charged per day.
- If the fee is not paid by the end of the third month, the school will take action as per the rules of DSEAR.
- All fee dues have to be cleared by the end of March every year for the student to be promoted to the next class

7. School Almanac:

- You are requested to check the *School Almanac* of your child every day for any important note / circular sent by the teacher.
- **Please fill in the required information on the first two pages of the school almanac.**

8. School 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 and other schedules for the entire session. ***Please refer to it regularly.***

9. Please Note:

- We have a very active school website www.tagoreint.com. Please check it regularly for updates and news about school events.
- As we have already initiated a plan to go to Zero waste, all **important circulars and invites** for various functions will be **sent through Google groups, email or SMS only**. Kindly check your emails regularly for such information.
- Parents can meet the Principal/Head Mistress between 8:30 am and 10:00 am on any working day and the class teacher on any working day, **with prior appointment**, between 7:45 am and 8:00 am only.
- Mobile phones are not allowed in the school. If any student brings a phone to school, it will be confiscated and not returned.
- Students are allowed to get only two toffees per classmate for distribution on his/her birthday.
- In the Primary wing, every class has a Class Library which is built with books brought by the students. You are requested to send book(s) that your ward has read, for the library. Reading at home should be encouraged as a regular activity.
- We have the compulsory student newspaper programme for classes IV to XII in which the students will get a newspaper every day. The programme amount will be added in the July fee slip.
- Our school is a "**No Poly-bag Zone**". Please help us by **not** sending anything in polythene bags.

10. 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 No: 011-26175789 / 26102425).
- The sets can be paid for in cash or through PAYTM/ credit/debit cards.

To provide you with a glimpse of the exemplary work done by our students under the able guidance of the teachers, we also take this opportunity to share the exceptional achievements made by them during the session 2021-22.

We look forward to your co-operation and involvement to nurture our students and make them worthy citizens of tomorrow.

Shafalee Gupta
PRINCIPAL