



المدرسة الهندية - دارسيت INDIAN SCHOOL DARSAIT

A NABET Accredited School Affiliated to CBSE vide Affiliation No. 6130012

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ISD/ACAD/CIR/008/2026

06/04/2026

First Day Circular for KG I

Dear Parent,

Greetings of the day!

We take great pleasure in extending you a warm welcome to the new academic session 2026- 27.

Please spend some time to read the following circular which has important information to ensure the safety and happiness of your child in the school.

1. Ensure your ward wears the school identity card every day, without fail.
2. Teach your child to say his/her name and telephone number.
3. Please send 1 set (12 Colours) of Faber Castle Jumbo Crayons, a glue-stick and a craft book to school.
4. Please send a snack-box, water bottle and napkin with your child, daily. (duly labelled)
5. Slippers are not allowed unless medically advised. Slip-on shoes with heels for girls should be avoided.
6. If your child faces any problem, health or otherwise, you are advised to inform the class teacher and submit the relevant medical documents.
7. **Please send an extra set of clothes in your child's bag every day, without fail.**
8. Girls with long hair must tie their hair. Gold or fancy chains, long earrings, necklaces, anklets, and fancy watches are not allowed in the school.
9. Boys should have only decent and short hair. **Fancy haircuts, sidelines/streaks and spikes are not allowed.**
10. The school bag should be of appropriate size and please do not send very big or too small bags for your ward. Kindly avoid bringing trolley bags or any extra items in the bag.
11. **Books-** The notebooks should be covered with brown paper, whereas the textbooks should be covered with transparent sheets and duly labelled. The books will be kept in school and send home during weekends or when required.
12. The regular working hours of the KG I class is from 8:00 a.m. to 12:00 noon, yet we will be following flexible timings for the KG I students during the first few days.
13. KG I Students: - Flexible dispersal timings for getting the students familiarized with the new environment and routine are as follows:

Wednesday, 8 th April 2026	10:00 a.m.
Thursday, 9 th April 2026	10:30 a.m.
Sunday, 12 th April 2026	11:00 a.m.
Monday, 13 th April 2026	11:30 a.m.
Tuesday, 14 th April 2026 onwards	12:00 noon



Signature

14. **Morning Arrival:** The students must be punctual to school. The school doors are opened at 7:00 a.m. and we will not be *able* to accept responsibility of the students before 7:00 a.m. There is a flexible arrival time between 7:00 a.m. to 7:50 a.m. Ensure that your ward reaches school latest by 7:50 a.m.
15. **Afternoon Collection:** Dispersal of KG I is at 12:00 noon.
Please note that the school does not provide any “Stay-back Facilities” after 12:30 p.m. Hence your ward should be picked up from the class latest by 12:30 p.m. by the parent or the entrusted/authorized driver. In case your child has to be picked up by an elder sibling or another adult please handover an authorization letter for child’s drop and pick up (if managed by any person other than the parent) to the Class teacher.
If you need to collect your child during the school hours, please report to the office first and fill in the release form kept with the receptionist. The child will be handed over to you at the foyer by a staff after due approval.
16. Parents can meet the Principal/Vice Principal/Coordinator with prior appointment. Parents who wish to meet the teachers are requested to contact them from 7:00 a.m. to 7:30 a.m. on working days or communicate through e-mails. They can also meet the teachers between 1:00 p.m. to 1:30 p.m.
No parent will be allowed to meet the teacher during the class hours.
17. Kindly note that all circulars will be uploaded in the Google Classrooms/website for parents.
18. **Breakfast:** A light breakfast would be ideal before they start, provided it is given at least 20-30 mins before the child leaves for school. Please send clean napkin and a handkerchief every day to school along with the snack box and water bottle. Avoid sending glass bottles, tetra pack juice and junk food to school.
19. **Monthly Online Meetings:** Please note that the school will be organizing Monthly Online Meetings in Google Meet with your ward’s class teacher, to enhance the communication with home and school. Kindly ensure that you attend the same as the academic and non-academic activities will be discussed at the meeting.
20. Your child should memorize his/her father’s or mother’s name and mobile number.
21. Please fill pages 1, 9 &10, tear-off pages 11 & 12 as well, in the school diary and return to the class teacher on the next working day, upon receiving the same.

Your child’s safety and wellbeing are our top priorities. Please cooperate and make their first school experience pleasant and lasting. Let’s make this year a promising one for all of us. Have an exciting year ahead!

Thanks & Regards,


Amar Srivastava
Principal

