

Date: 07-06-2022

Greetings from Excel Public School!

I am sure our students are eagerly waiting to return to their school, to commence the new academic year. As already informed, regular classes would commence for all Kindergarten, on 13th June 2022. Let's hope and wish that our students have a normal academic year, after two years of uncertainty and fear. As a School, we are geared up to offer our students an eventful and exciting learning journey with a lot more activities, programmes, added facilities and new initiatives.

In connection with the commencement of the Academic Year 2022-23, I request you to make a note of the below points;

1. Please go through 'Hand Book 2022-23', issued along with the text/notebooks and uniform and note all the relevant information, including the working days, parents' visit to school, calendar of events etc. The details of the special events will be shared from time to time.
2. It is **COMPULSORY** that all students report to school on the **FIRST DAY** of school reopening itself.
3. With the fear of Covid-19 infection not fully ruled out, students are **highly recommended** to wear face masks while in the school and on the school bus. They may also carry a bottle of hand-sanitizer for personal use. However, temperature scanning and sanitization at the school entrance and in the school buses will be suspended until further orders.
4. However, if any student exhibits flu symptoms (fever, feeling feverish/chills, sore throat, runny nose or stuffy nose, headaches, fatigue etc.) or sick or COVID-19 symptoms (fever, dry cough, tiredness, body pain, headache, loss of smell, loss of taste, skin rashes etc.), such student **SHALL NOT** be sent to school.
5. I hope those who are planning to avail the School Transport Facility and Lunch Facility have done the registration and payment of the prescribed fees. Please note that both the above facilities will be offered **ONLY** to students who have completed the required formalities.
6. The school timing for all classes would be 9:00 am to 3:00 pm. All students are expected to reach the campus latest by 8:45 am. Please note that late comers shall be denied entry to the campus.
7. Parents can communicate with the Class Teachers using the space for communication in the Hand Book and with the Headmaster/Headmistress/ Vice-Principal/Principal/Office, either through e-mail or over the phone (e-mail IDs and phone numbers are mentioned in the Hand Book). **Kindly check the handbook regularly and acknowledge it.**

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8. A **temporary student ID card** has been provided during the book distribution(Handbook). Parents are requested to fill in their child's details and stick a passport-sized photo of the child on the backside of the ID card. **Please pin this ID card to your child's uniform/dress on the first day.**
9. Fill in the particulars mentioned on Page1, 6, 7 and 9 in the handbook. The Leave note is to be written on pages 53 and 54. If the child is absent for more than three days, we would expect the parents to address a leave note/mail to the Principal
10. Students will carry labelled school bags, water bottles and lunch bags. Snacks and lunch should be packed in two different containers. The children who are availing lunch facility in the school need to carry only light snacks. Please send clean napkins regularly (**Snacks: preferably fruits/ salads/ cookies/ biscuits/ sprouts/cakes**). **Please AVOID unhealthy food. Please do not send any Non-vegetarian food items, including eggs, to school.**
11. Kindly label ALL the books and send them to school on the reopening day. Please note that all the books will be kept in the school for students to use. Parents can see the student's work during their visits to the school.
12. Please send a marked spare dress, including undergarments, on the first day. This is for the child to use in case she/he wets or soils the uniform. These materials will be kept in the school itself and need to be resend once the child uses it.
13. Students can wear any comfortable black Velcro shoes with the school uniform socks.
14. School buses would leave the campus at 3:00 pm. Parents picking their wards can pick them between 2:45 and 3:00 pm near KG Block. Students going by private transport would be allowed to be picked them up from 3:00 pm.
15. The details of the list of students travelling by the school bus and their bus pick-up/drop timings will be shared by 9th June. Please note that only those students whose names appear on the list will be allowed access to the school transport facility. You may get in touch with the school office if you need any clarity on the school's transport facility.
16. Those students yet to collect the text/notebooks and uniform are requested to collect the same before June 10th between 11.00am to 1.00pm from the Koorgalli campus.

Warm Regards,



Mathew K G (Principal)

