



CIRCULAR NO: IPHS/18-19/109

12th February, 2019

Restricted to Grade I – VIII

Dear Parent,

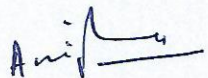
Kindly make a note of the following:

- The **Date – Sheet / Portion Paper** for **Exams** have already been uploaded in SKOLARO. Other details are as follows:-
- **School Timings:**
 1. From **3rd March 2019** to **14th March 2019**, school timing will be till **11.30 am**.
 2. School buses will ply accordingly.
 3. Own transport students can be collected by **11.45 am**.
 4. On all exam days, students must reach the school latest by **7.50 am**.

Note: School gate will be closed at **7.50 am** sharp.
Late comers will not be permitted to write the exam.
- **Please note :**
 1. Attendance to all exams is compulsory.
 2. In case, a student is absent in any examination, he/she will not be allowed a retest subsequently.
 3. In case a student is absent, the same should be informed to the school office.
 4. Please don't send your child if he/she shows any signs of contagious viral diseases. You are requested to submit a medical certificate along with the leave letter for the days of absence.
- **Special Note:**
 1. **Kindly make sure that the school fee is paid well before the exams.**
 2. Preserve the date sheet till the exams are over.
 3. Students need to come in proper school uniform.
 4. Students must bring pen, pencil, eraser, sharpener & mathematical instruments. Lending or borrowing of these items will not be allowed in the examination hall.
 5. If the student attempts any unfair means in the examination, he /she will not be allowed to continue the exam and his/her exam will be cancelled for the day.
 6. Parents are requested to support their wards in preparing for the examinations, to ensure the highest standard of performance and build capacity in all subject areas.

We seek your co-operation.

Thanks


Anubha Nijhawan
Principal