

CIR/032/2018-19

Date: 14-02-2019

All parents,

Greetings to you!

We come to the end of yet another academic cycle. While thanking the Almighty for his divine strength in all that the school was involved in, we also thank you dear parents. We have had an enriching and encouraging year and all this has been possible with your encouragement, co-operation and support. We are confident and take pride in admitting that there has been a lot of learning that our children have gained in the past one year and we are keen on enabling that this learning curve grows in the years to come.

**Assessments:**

Assessing students regularly is an integral part of our teaching learning system, where the student's conceptual knowledge and improvement in skills are checked and gaps are fixed.

In view of the above term II reviews / assessments will be held for **Nursery to Grade II** between **March 11<sup>th</sup> and 20<sup>th</sup>**. **March 12, 14 and 19 will be holidays for the students of Nursery to Grade II.** Assessments will be conducted for **Grades III to VII** between **March 18<sup>th</sup> and 29<sup>th</sup>**. **During year end exams, students will work only in the morning hours and will leave the campus by 12.30pm.**

The results will be announced on **April 10, 2019**.

Grade I to X will reopen on **May 27, 2019**. Nursery babies will come in on **May 29, 2019** and Prep I and Prep II will reopen on **May 31, 2019**. **The last working day for students of Nursery to Grade II will be March 20, 2019 and for Grade III to Grade VII will be March 29, 2019. Grade IX and X will have classes till April 09, 2019.**

Attendance on closing and reopening dates is compulsory.

**Uniforms/Book payments:**

The book sale and the uniform measurement for AY 2019-20 has been scheduled for **April 3<sup>rd</sup> and 4<sup>th</sup>**. During the monsoons the students will wear black floaters (any brand) and from October they will wear black shoes with ankle length white socks. Regular uniform must be worn on all week days except Wednesday and Friday (sports uniform).

**Transport/Cafeteria:**

To continue with the school bus and cafeteria service in AY 2019-20 students must submit the request form to the school office by **February 28, 2019**.

**Summer activities:**

As has been the tradition of the School, we will go ahead and conduct summer activities in our campus.

### **Holiday work:**

Children will be assigned Holiday work. Please remember holiday work is an extended activity of the child's learning and involves a lot of creativity and aptitude of the child. Holiday work could range from reading of books, project work, survey and data collection. Do encourage your child in this activity during the summer.

### **Transfer Certificates:**

Parents who are on a transfer or desire to withdraw their children from school will have to inform the School office on or before the **February 28, 2019**. A written letter addressed to the Principal will have to be submitted and a No Due Certificate collected from the office thereafter. TC requests received after the **February 28, 2019** will attract a month's fee. The School office will be engaged in admission formalities and other preparatory work for the following academic year and therefore will not be able to take requests through the holidays.

### **Fee:**

School fee and other dues of the current academic year have to be cleared before **February 18, 2019** failing which the child will not be able to take up the examination. Reminders have been sent in the student diary.

The first term fee for the following year has to be remitted at the school office on **April 10 or 11, 2019** along with the transport and cafeteria fee. In keeping with the efforts of the Management to improve the amenities offered at School and the add on support that has been introduced in School, please make note that there is a nominal increase in the academic resource fee, extracurricular fee and the tuition fee across all grades. The final fee structure for AY 2019-20 is displayed in the School Office.

We look forward to your support and co-operation in the years to come. The Management and staff join me as I wish you and your family a good holiday and bonding time with the family during this summer!

*Thanking you,*

**For Manipal School**



**Principal**

**Mrs. Anuradha Shivaram**