



D.A.V. PUBLIC SCHOOL, SECTOR-14, FARIDABAD

CIRCULAR

25.09.2017

Dear Parent,

In the wake of the recent unfortunate instances pertaining to child abuse, the safety and security of the child within and outside the school premises has become a matter of great concern. The school is committed to provide safe and secure environment to the students. However, parents, as partners in the holistic development and well being of the child, share the responsibility of safe education and adherence to rules and procedures of the school. We therefore solicit your co-operation in educating your ward about the following rules of the school.

- Punctuality must be adhered to. Students should reach school on time, neither early nor late.
- Bring lunchbox everyday. The school will not accept any eatables from anyone once the student enters the school.
- The student should be educated to remain in the class and not roam around without permission.
- The student is supposed to carry all books and notebooks everyday as per the time table.
- There will be no celebration of birthdays in the school. Please do not send any sweets or gifts for the students and the teachers. Also please send them in school uniform.
- Please ensure your ward does not carry any personal electronic gadget to school.
- Parent Teacher Meetings should be attended regularly to have a proper feedback on the students academic performance and behaviour. For any meeting with teachers other than PTM days, kindly take appointment as follows

For Pre-Primary, Classes I & II	:	On working Saturdays (08:15 A.M. - 09:00 A.M.)
For Classes III – V	:	Monday & Friday (08:15 A.M. To 08:30 A.M.) at the Primary Reception
For Classes VI – XII	:	Monday & Wednesday (01:00 P.M. - 01:10 P.M.) at the Reception

You can contact / visit the Supervisory Heads as follows:

Pre-Primary	:	02:15 P.M. - 02:45 P.M.
I – V	:	02:15 P.M. - 02:45 P.M.
Classes VI – XII	:	01:00 P.M. - 02:00 P.M.

On all working days by appointment only.

- Any change in address or phone number must be updated in the school.
- The student will not be allowed to leave the school premises during the working hours. If your ward is sick or there is some emergency, kindly do not send him/her to school.
- Students of class V and below will not be allowed to leave the school without parent / guardian. Kindly don't send any requests for the same.
- A student using school transport should in no case use any other mode of transport for departure.

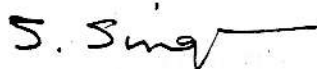
The school is getting all enrolled students insured through TATA AIG Group Personal Insurance Policy the main entity of which will be student plus 1st earning parent insured for 24 hrs a day. This insurance will be towards settling of First Aid / injuries in school or outside with OPD covered (due to accidents). For all further queries you may contact Medical Room of the school. This facility is being extended free of any additional cost.

The Parents are also requested to keep the following advisory in mind to ensure the safety and security of their ward:

- Private Transport – Please ensure you have complete details of the driver, vehicle and the attendant if your ward is commuting by private transport (Van). Also vans should not be overloaded as it's capacity is only 12 students. Van driver should not be changed frequently and boarding of students must be safe and smooth. Police verification of the driver is a must. **Self-driven vehicles (two wheeler / four wheeler) are not allowed.**
- Stranger Safety – Educate your ward not to talk to the strangers or accept any eatables or gifts from them.
- Reporting – Encourage your ward to report any case of trouble or discomfort fearlessly to any responsible adult. Educate him about the 'Yell, Run and Tell' concept.
- Buddy Concept – The students should be encouraged to remain in groups during the lunch break and games period.
- Internet Safety – Guide your ward about the importance of not disclosing personal details to internet strangers. Monitor his / her cyber activity.
- No Touch Policy – Educate your ward not to touch or get touched by anyone. Guide him / her about safe and unsafe touch.
- Open Communication – Encourage healthy communication with your ward on a daily basis so that he/she is fearless and comfortable about reporting anything troublesome.
- Behaviour indicators – Be vigilant about any noticeable change in your ward's behaviour and get in touch with the class teacher / school counsellor regarding the same.

Good communication is an important parenting skill. Spend quality time with your child on a daily basis. Let your child know you are interested and involved. Turn off the Electronic Gadgets and connect with your child. Instill right values in your child by setting an example. Be a role model for your child and present a behaviour you want him to emulate.

Though the school is putting forth the best efforts, your valuable inputs will be highly appreciated.



SURINDER SINGH CHAUDHARY
PRINCIPAL