

# NIRJA SAHAY D.A.V. PUBLIC SCHOOL, KANKE, RANCHI - 06

Ref. No. : NS DAV /LKG - VIII/2017-18/ 796

Date : 25.03.2017

Dear Parents / Guardian,

Our heartiest congratulations to you on the excellent result of your ward. The beaming face of your ward must give pleasure to you. We express our sincere thanks for your support and cooperation in the work of school. We expect the same in the session 2017-18 too.

☞ **New Academic**: The new academic session commences w.e.f. **06.04.2017 (Thursday)**.  
**Session (2017-18)**

☞ **School Fee** : The fee for the month of April, 2017 will be accepted without fine till 30th April 2017 except on holidays. Kindly consult the school office to know the schedule for the payment of school fee. Kindly deposit the fee on monthly basis. The defaulter's name shall be struck off the roll on non-payment of the fee for two months without any intimation. You can make payment through cheques also as indicated below :

**Upto 15th April** - Fee for the month of April, May and June

**Upto 15th July** - Fee for the month of July, August and September

**Upto 15th October** - Fee for the month of Oct., Nov. and Dec.

**Upto 15th January** - Fee for the month of January, February and March

☞ **Book Selling** : New books of DAV Publication for classes LKG to VIII will be sold in full set on 3rd & 5th April 2017 between 8:30 a.m. to 12:30 p.m. on the school premises.

Class	Cost of Books	Remarks	Class	Cost of Books	Remarks
LKG	306/-	Except one book	IV	730/-	Full Set
UKG	142/-	Except three books	V	820/-	Full Set
I	425/-	Except one book	VI	792/-	Except three books
II	450/-	Except one book	VII	972/-	Except two books
III	556/-	Full Set	VIII	557/-	Except eight books

Note : i) Remaining books will be made available shortly.

ii) Candidates seeking fresh admission can obtain books from fee counter at the time of admission.

☞ **School Timing** : The school will observe the revised timing w.e.f. **10.04.2017** as indicated below :

Class	LKG to I	Std. - II to X	Std. - XI & XII
Timing	8:00 a.m. to 12:00 Noon	8:00 a.m. to 2:00 p.m.	7:00 a.m. to 12:35 p.m.

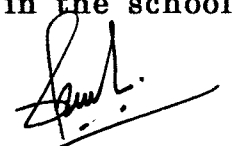
☞ **Student's Diary**: Parents should check the Student's Diary regularly and must use it as a tool of communication between school and parents / guardian.

*P. T. O.*

- ☞ **Note-books / Exercise Books** : Kindly purchase notebooks / exercise books of good quality as per the following details.

Class	Four Lined (196 Pages)	Square Lined (196 Pages)	Ruled (2 lined) (196 Pages)	Drawing	Scrap Book	Interleaf (196 Pages)	Special Maths (196 Pages)	Test Copy (48 Pages)
LKG	01	01	01	01	01	--	--	--
UKG	02	01	01	01	01	--	--	--
I & II	04	02	02	01	01	--	--	--
III	02	--	07	01	--	--	02	05
IV	--	--	08	01	--	01	01	05
V	--	--	09	01	--	01	01	06
VI&VII	--	--	13	01	--	02	--	06
VIII	--	--	15	--	--	06	--	06

- ☞ **Attendance, Regularity & Punctuality** :
- Only with an attendance of 75% out of total working days, a student is entitled to take the Annual Examination or the CBSE Examination.
  - If a pupil is absent continuously for more than 7 days without a valid reason, his / her name shall be struck off the rolls.
  - Kindly submit the medical certificate if your ward is sick for more than three days.
  - Any leave other than sickness shall be granted under special circumstances only.
- ☞ **Discipline** : It is expected on the part of pupils to abide by the rule and regulations of the school. They should observe good manners, etiquette and utmost discipline. Violation of school rules will lead to heavy fine / suspension / rustication.
- ☞ **Home Work/ Assignments** : Parents / Guardian must provide congenial atmosphere of study to their wards at home. They should encourage them to complete their home work / assignments on time.
- ☞ **School Uniform** : The students should wear the Summer Uniform as prescribed in the Student's Diary.
- ☞ **Important Note** :
- Tuition Fee is likely to be revised in the session 2017-18.
  - Parents / Guardian applying for the Transfer Certificate (T.C.) in respect of their ward(s) in the new session (2017-18) are supposed to pay all charges of new class(es) hence they should apply for the T.C. upto 31st March, 2017 on all working days.
  - English shall be the only acceptable mode of communication on the school premises.
  - Mobile/electronic gadgets, Motorbike & Scooty (without licence & helmet) are strictly prohibited in the school.

  
 Principal