



BAL BHARATI PUBLIC SCHOOL KHANDWA

Ref. No. BBPS SSTPP/KH/2023-24/01

Dated: April 04th, 2023

Important Instructions for New Academic Session 2023-2024

Dear Parent,

Greetings from Bal Bharati Public School Khandwa!

We truly believe that the school is where a child spends a major part of the day and has a significant influence on the development of his/her personality. As we step into this beautiful citadel of knowledge, we think of renewed hope, joys of learning, new opportunities of exploration, reflection and growth and above all a spirit of gratitude. We are ready and happy to cater to the academic and emotional needs of our young students. We aim at giving our students an experience where they develop holistically by investigating, exploring and observing various undertakings. We are looking forward to a productive partnership with our parents to ensure that our children can achieve their highest potential. Kindly be informed of the following instructions to be abided by you and your child for smooth functioning of the school.

The school will commence for students of Nursery, Pre- Primary (Mont I & II), Primary (class I-V) and Middle (class VII) wings from 05th April, 2023.

The new academic session for **Class VI for year 2023-24** will initiate after Class V Board exam 2022-23 is over, as per the directives of DOE, Bhopal. The revised date for the last exam has not been declared by Rajya Shiksha Kendra, Bhopal.

School Days and Timings

Nursery & Pre-Primary Wings Timings: 07:45 am -11:45 am Days: Monday to Friday	Primary & Middle Wings Timings: 07:45 am -01:45 pm Days: Monday to Friday
---	--

Visiting Hours

Principal:

08:30 am – 09:30 am

Class Teachers & Subject Teachers:

02:00 pm (all classes), I/III/V Saturday

Office Timings

(Mon-Sat): 08:00 am- 03:00 pm

Kindly note,

- School will be closed on all Saturdays for students of all classes.
- School will be closed both on second and fourth Saturday for teachers.

Timetable

Timetable applicable from 06th April, 2023 will be shared with students and parents on the first day of school i.e. on 05th April, 2023.

Mode of Official Communication

- Details of class teachers and subject teachers will be shared with the child by the respective class teachers on the first day of the school. Class Teachers will create respective broadcast groups on Whatsapp for communication with parents.
- School Diary will be used effectively for day to day communication.
- Important information from the School Management and Principal will be shared by circulars. The same will be uploaded for parents on the school website.
- To stay connected with the school, parents are advised to keep themselves updated with notifications on the school website.

Parent Orientation Sessions & Monthly PTMs

The school will be inviting parents for a detailed parent orientation to discuss various aspects of school life, from time to time. Also, monthly PTMs will be scheduled to discuss your ward's progress on one of the Saturdays every month. The details are given in the academic calendar and further details will be shared via class teachers.

Academic Syllabus Yearly Planner and Academic Calendar, 2023-24

Syllabus Planner (yearly) and Academic Calendar for the academic session 2023-24 have been updated on the school website. All public holidays mentioned in the calendar are subjected to change as per the directives of Rajya Shiksha Kendra, Bhopal.

Uniform

We will give uniform relaxation to students till 30th April, 2023. Meanwhile, parents are requested to arrange complete uniform for their wards.

Books

Books are available for sale from 05th April, 2023 from the school office from 08:00 am to 03:00 pm.

Fruit & Lunch Break

- Students must bring their own water bottles along with lunch boxes, carrying healthy and nutritious food.
- Fruit break along with lunch break will be allotted at two different time period, on all school days.
- For students of Nursery – Class VII, kindly send a white cloth napkin (1/1 feet) to be spread on the table to be used during fruit break/lunch break.

Safety and Precautions

- Parents must ensure that all the belongings of the ward like tiffin box, bag, bottle, belts, ties etc. are properly labeled through a permanent black marker, to facilitate their return in case of misplacement.
- Parents are requested not to send child wearing jewellery or with any other item of high value.

School Diary

School Diary will be given to students, by the class teachers, after some days. Some of the relevant pages of the almanac must be filled in by the parents that will be guided by the respective class teacher, then.

Dispersal Timings

Class	Dispersal Timings
Nursery	11:40 am
Mont I	11:40 am
Mont II	11:45 am
I-VII	01:45 pm

- Early dispersal of students is not allowed. A prior application of request to be sent to the class teacher which will be approved by the Principal only in case of emergency. You are advised to avoid such requests unless there is an emergency.
- Make sure to inform the school prior if child will be picked up by another guardian other than the parent. Parents to send a mail to the class teacher and Principal with all the details of the assigned person who will come to collect the child after school.

Other Important Information

- In case there is any special or medical information that you would like to give us regarding your child, please do communicate it to the respective class teacher. A medical ailment information form will be sent, that needs to be correctly filled by parents.
- Please do not send your ward to school if he/she is medically unfit.
- Students of Nursery & Mont I to carry an extra pair of clothes in their school bag, every day. This will be used, in case the child soils the school uniform.
- Continuous assessments and progressions are a part of the academic cycle. These would be informed prior through planners and date sheet.

In case of any further query, you may write to us at bbpskhandwa@balbharati.org or contact the respective class teacher. **In case of an appointment with school principal on Saturdays, you may write an application of request with the purpose at [jyoti.gupta@balbharati.org](mailto: jyoti.gupta@balbharati.org) or walk in between 08:30am to 09:30 am on Monday – Friday.**

Parents, in an endeavour to set new milestones, let us venture together to accomplish the goals envisioned by us. Your continuous support and co-operation will go a long way in helping us forge a strong partnership to build our children's future.

**Best Wishes,
Jyoti Gupta
Principal**