

Dear Parents /Guardians,

13/02/2020

Greetings and good wishes from Sacred Heart Convent School, Raikot.

As our life moves on we march forward, opening new doors, venturing in to new things, because we are curious and this curiosity keeps leading us to new paths every day. Education is the light that brightens this path. Our institution acts as this light for generations. A school is constructive when it helps every individual to pave way for a better tomorrow. We have the best teachers to cater every need of the students. Every student is encouraged to enhance their gifts and abilities through various academic and extracurricular activities. We ignite the curiosity with a passion that enhances every student to reinforce their skills. We help our students to feel secure and experience success, especially when they learn to view themselves as valued member of society regardless of their level of ability. The social, mental and emotional wellbeing of our students is a fundamental priority for S.H.C.S, Raikot. We help our students to be academically prepared and grounded in moral values by providing them an environment where they feel safe to grow, learn, and develop. We provide our students support that strengthens their spiritual and moral character. Sacred Heart School is committed to faith, service, and academic excellence. We believe, these are the cornerstone values of educating faith-filled and intellectual citizens. Through their experiences at Sacred Heart, students will be able to observe life through a creative, analytical, and ethical perspective.

As we come to the close of this academic session 2019-20, I wish to thank you for your wholehearted support and timely assistance in the smooth functioning of this institution. **I would request you to see the sincere and good intentions behind every step we take for the overall development of your wards, I also wish your dear children, best of luck for their examinations.** On behalf of the entire staff of the school I wish you and your family abundance of God's blessings, peace, and prosperity in the New Year – 2020!!

Parents are requested to pay attention to the Dates given below for the beginning of new academic session 2020-21

1) FINAL EXAM SCHEDULE

NUR, LKG, U.K.G	-	6 th Feb to 19 th Feb, 2020
I and II	-	6 th Feb to 18 th Feb,2020
III to VIII	-	10 th Feb to 19 th Feb, 2020
IX, Std ICSE Board Exam	-	10 th Feb to 26 th Feb, 2020
X, Std ICSE Board Exam	-	27 th Feb to 30 th March 2020

2) DECLARATION OF RESULT

NUR to II	-	26 th Feb, 2020
III to V	-	28 th Feb, 2020
VI to VIII	-	29 th Feb, 2020
IX	-	2 nd March, 2020

Principal available in the office on week days Monday to Friday, Summer :- 9:00 am to 10:00 am

Winter :- 10:00 to 11:00 am

Regular Classes for Standard IX and X from 3rd March onwards, timing is 9:00 am to 12:00 pm.

As our school being an unaided minority educational institution it is totally exempted from the RTE act regulation of non- detaining of students i.e promoting children to higher class even when he/she has not obtained the required marks. The school is bound to follow very strictly the ICSE norm for the promotion of the wards. Therefore, there will be no compromise on the promotion criteria. The result once declared will be final and no negotiations will be entertained thereafter.

3) TRANSFER CERTIFICATE

The parents who wish to take the Transfer Certificate of their wards must give a written application for it **on or before 19th February, 2020 (Friday)** and they can collect it on **6th March, 2020. (Friday)**.

4) New Academic Session 2020-21

New Academic session begins on Monday 9th March from 8:30 to 11:30.

Kindly take serious note of the following information:-

1. Attendance is compulsory on the first day.
2. The students those who are absent on the first day are liable to be fined Rs.100/-. In case of illness or any causality, the principal must be informed in writing.
3. All the students are requested to come in winter uniform. A special prayer service will be held to seek the blessings of the Almighty. Make sure that your wards reach the school before the first bell.

5) DAILY ATTENDANCE AND LEAVE

1. Irregular attendance, habitual indiscipline, lack of interest in studies, acts of disobedience to the principal and staff, breaking the rules and regulations of the school etc, are considered as very serious offences for which the parents will be called to the school and they would be requested to have remedial measures. In spite of all the remedial measures and corrections taken and still the child is not improving, parents will be asked to take their wards from this institution.
2. The children who are sick should not be sent to the school to attend the classes or to give tests as it would amount to unnecessary strain on them and adversely affect their health and studies.
3. Once the attendance is marked, no child shall be granted permission to go out even on account of personal or family engagements, except on an unpredicted occurrence.
4. Once the exam time-table is announced, no student will be granted permission to be absent and shall be given any preference on account of any excuses.

6) ID CARD FOR STUDENTS AND PARENTS

The students must always wear the school ID card during school hours. Do not exchange/transfer/borrow the ID CARD of other students. Any kind of misuse will result in the cancellation of the ID Card. School will entertain only those parents in the school premises who possess a validly issued a visitor ID card /proof by the school authority. Parents without a visitor ID card or other proof issued on behalf of school shall be denied entry to the school campus.

7) SPECIAL CARE BY THE PARENTS

We wish to caution the parents with regard to the use of Internet/Mobile by your children. Kindly take precautions and give proper guidance that they may not be addicted to it and they may not subscribe to immoral and pornographic materials.

As per the rule of the school (Diary), Students are not allowed to bring electronic goods/gadgets such as camera, I-Pod, and mobile phones etc. Confiscated articles will not be returned to the students. **Once again I thank each and every one of you for your support and cooperation. Let us work together to make a bright future for our children. May God bless all of us!**

Expecting your generous co-operation and support,

Yours Sincerely

Sr. Anjana

Principal