



DAV PUBLIC SCHOOL

VASANT VIHAR, SECL, BILASPUR

DAV-25/Parents circular/2025

Date : 05.04.2025

PARENTS CIRCULAR NO.004

IMPORTANT GUIDELINES TO ALL PARENTS AND OTHERS

Dear Parents

1. Please refer our earlier letter no.011 dtd.20.01.2025 in this regard.
2. Heartiest Congratulations on your ward's promotion and most successful productive academic year 2024-2025. The school owes a debt of gratitude for extraordinary cooperation extended by all stakeholders for creating unerasable milestones in the history of Chattisgarh by securing second and third rank in CBSE Board examinations and participating massively in Epic Annual Day celebration.
3. The new academic session begins from 01.04.2025, The School Management congratulated all parents and students.
4. The following guidelines are notified and updated to all parents, students and other stakeholders for hasslefree access to meet various school authorities and carryout the needful required.

TIME SCHEDULE FOR MEETING VARIOUS SCHOOL AUTHORITIES

5. **TO DISCUSS YOUR WARDS PERFORMANCE IN SUBJECT** – Please meet the concerned subject teacher upto half an hour from the dispersal of students daily.
6. **TO KNOW WARD'S OVERALL PERFORMANCE, PLEASE CONTACT THE CONCERNED CLASS TEACHER** - upto half an hour from the dispersal of students daily.
7. **IF THE PROBLEM IS NOT SORTED OUT, PLEASE MEET THE SUPERVISORY HEAD** - 20 minutes from the dispersal of students daily.
8. **MEETING IN THE RECEPTION/FRONT OFFICE/ FOR GENERAL ENQUIRY** – Any time between 9.00am to 2.00p.m on any working day daily.
9. **MEETING THE PRINCIPAL** – Half an hour after the departure of students if the problem / issue is not resolved or sorted out by the Teachers and Supervisory Heads DAILY.
10. **VISITORS MEETING ADMIN STAFF** .-Upto half an hour from the time of departure of students daily.
11. **FOR ANY OTHER ISSUES** – Please contact the following numbers
 - i) School Landline Number – 07752-291072 (from 9.00am to 2.00pm)
 - ii) Receptionist– 8319220901-from 9.00am to 4.00pm
 - iii) Fee regarding– 9039178247- from 9.00am to 4.00pm
 - iv) Anything related to Administration – 9340275228-9.00am to 4.00pm
12. Parents can also send Mail to the following Mail ID – davparentscircular@gmail.com
13. All visitors will have to register in the Visitors register mentioning their all details along with purpose of visit and whom to meet compulsorily for safety measures.

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VASANT VIHAR, SECL, BILASPUR

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14. As safety measures, all parents, visitors are advised to produce ID card(Aadhar card) at reception counter so as to secure entry in the school campus only between the notified times vide this letter so as to avoid disturbing classes.
15. Hence we request all stakeholders to cooperate us following the guidelines notified above for smooth functioning and safety of children
16. Thank you for your understanding and cooperation and wishing most productive year ahead 2025-2026.
17. This is for your kind information, updation and records please for all the stakeholders.



PRINCIPAL

Please Note –

Sent to all stakeholders via ERP, Whatsapp and Email

