



IIS/CIR/010/2023-2024
27/04/2023

Dear Parents,

“Greetings from IIS Family”

Kindly be informed that the school has scheduled **onsite** Extra classes for Board students (**Grade X and XII**) w.e.f **1st May – 22nd June 2023** and the timings will be **2.30 pm – 4.30 pm** from **Monday – Thursday**. Parents are requested to fill in the **Consent Form** given in **Annexure 1** and students need to submit it to the respective Class teacher on **28th April 2023**.

Note:

- The time table for Extra classes will be shared by the respective class teacher through the school Orison portal/ Whatsapp broadcast group.
- Attendance is compulsory for all the students. If it is found that the student is not attending extra classes regularly, school will take strict disciplinary action as per BMC.
- As per CBSE examination by law, if any child is found short of attendance the school is directed to send the details to CBSE Regional Director and the child will not be eligible to appear for Grade X and XII Examination, March 2024.
- Students' absence from extra classes will be allowed only in case of medical and emergency reasons. Parents are requested to keep their ward's Class teacher updated on this and seek prior approval for their ward's absence.
- Students must bring their own food from home (Junk food or ordering food from outside is not permitted).
- Students are not allowed to bring any electronic items and mobile phones. If caught, it will be confiscated.
- Transportation will be provided to students opted for school transport after the extra classes. OT students must be picked up from the school as per the timing given above.
- No student will be allowed to leave the school after the normal school working hours (7.30 am – 2.15 pm) without attending the extra class scheduled for the day.
- The classes will be strictly monitored by the School team.
- During the Periodic Assessment 1, 19th – 31st May 2023, there will be no Extra classes.

Your co-operation will be highly appreciated in this regard.

Stay Safe & healthy!

PRINCIPAL
Ms. Qurat Ul Ain

Annexure 1:

CONSENT FORM

I parent of of Grade/Div.
ensure that my ward will attend the Extra classes as per the schedule mentioned in the circular (Ref:
IIS/CIR/010/2023-2024).

Name:

Date:

Signature: