



IIS/CIR/010/2024-2025  
17/05/2024

Dear Parents,

**“Greetings from IIS Family”**

Kindly be informed that the school has scheduled **onsite Extra classes** for **Grade X & XII** students on **Saturdays** starting from **1st June 2024** and the timings will be **9 am – 1.30 pm**. Parents are requested to fill in the Consent Form given below and submit to your ward’s Class teacher **on or before 24th May 2024**.

**Parents & students are requested to follow the below:**

- The time table for Extra classes day wise will be shared by the respective class teacher through the school Orison portal/ Whatsapp broadcast group.
- Attendance is mandatory for all the students. If it is found that the student is not attending Extra classes, school will take 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 2025.
- 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 have to be in complete regular uniform including ID card and must maintain proper hairstyle (neatly trimmed hair for Boys & plaited hair or single pony for Girls).
- Students need to carry food/ snacks as required. Ordering food from outside is not allowed.
- Students are not allowed to bring any electronic items and mobile phones. If caught, it will be confiscated.
- Transportation will be provided to students who have opted for school transport. OT students must be dropped to and picked from the school as per the timing given above.

**Note:** As it was earlier informed that Extra classes will be started from 18th May 2024, as per the feedback received from students & board teachers it has been canceled due to the upcoming PA1 examination.

**Stay Safe & healthy!**

**PRINCIPAL**  
Ms. Qurat Ul Ain

**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/010/2024-2025).

Parent Signature: .....

Date: .....

Bus No. / OT: .....