



**Sri Chaitanya Techno School
Perumbakkam
Circular –DEC- 3**

Dear Parents,

Date: 19.12.2019

“Wishing you a Merry Christmas & a Happy New Year.”

“A star has come to earth! Spread the Christmas love and cheer!”

Christmas Celebration for Grade 1 to 5 is organised during school hours on 20th December -2019 (Friday), participants are requested to wear this dress code _____ . Non participants dress code Red/White colour clothes.

Note : Christmas Holidays is from 22-12-2019 to 01-01-2020. School reopens on 2nd January-2020 (Thursday).

Principal



**Sri Chaitanya Techno School
Perumbakkam
Circular –OCT- 02**

Dear Parents,

Date: 15.10.2019

“ A healthy mind is the greatest treasure to find”

Keeping the above quote in mind two days **HEALTH CHECK-UP PROGRAMME** is organised for the Students.

Date : 17th & 18th October 2019.

Venue : School Campus.

Principal



Sri Chaitanya Techno School
Perumbakkam
Circular –
March

Dear Parents,

Date: 05-03-2020

“It is health that is real wealth which restores hope and harmony”

Breathing and Meditation Techniques not only calm the mind, it also increases blood circulation and restores good immunity to fight any kind of viruses. We have started with meditation sessions during morning assembly as a part of preventive measure. Guide your ward to practice the same at home as well.

The school is also receiving several inquiries from the parents in view of the ongoing issue related to Corona Virus, with regards to permitting Face Masks and Sanitizers to school. In view of the inquiries received the students shall carry Face Masks and Sanitizers.

Principal



SRI CHAITANYA TECHNO SCHOOL
PERUMBAKKAM

NO.139, Indira Priyadharshini Nagar Layout, Adj.Global
Hospital, Perumbakkam, Chennai – 600 100

PARENT'S HAND OUT
2019-20

“Life goes by too quickly. So laugh, love and try new innovative things”.

We cordially invite you for the new academic year 2019-20. We thank all the parents for extending your continuous support for accomplishment of three successful years.

We request all the parents to kindly adhere the below instructions.

SCHOOL TIMINGS

| CLASS | MONDAY-FRIDAY | SATURDAY |
|---------------------|-----------------------|------------------------|
| GRADE 1 TO 2 | 8.30 AM TO 3.30.PM | HOLIDAY |
| GRADE 3 TO 5 | 8.30 AM TO 3.30.PM | 8.30 AM TO 12.30 PM |
| GRADE 6 TO 9 | 8.30 AM TO 4.30 PM | 8.30 AM TO 3.30 PM |

- Diary note will be sent for the change in schedule and other public holidays.
- Late comings and Late Pickups will not be encouraged for any reasons. Students should report to the School campus 15 minutes early to the scheduled timings.
- Parents should Pick/drop their ward only from the School main gate.

ATTENDANCE PATTERN

“Regularity is the key for discipline”

- The child should be regular to the School. Genuine reasons will be considered for the child’s absence. Parents are requested not to encourage their ward for taking leaves.
- Parents should give Prior notice for child’s absence to the class teacher in form of Leave letter/Diary Note.
- Parents are requested not to take their children in between School hours (Except for the unavoidable situations).

TRANSPORT

- Students willing to enroll for School transport are requested to collect the Transport enrollment form from the school’s Front desk and enroll themselves by paying the transport fee.
- Students availing school transport are requested to be in their opted pickup point 10 minutes earlier to the bus arrival timings.
- Students availing Private and public transport for their transportation are requested to give the details of the driver, Contact number and the vehicle number to their class teachers to ensure their safety.

DRESSING MAKES YOU A HALF HUMAN

- Parents are requested to send their children with neatly washed, pressed uniforms and polished shoes daily.
- Make sure to trim your child's nails and hair whenever it is required.
- In order to maintain the physical hygiene, daily bathe is required and apply hair oil regularly.
- Girls should plait their hair with black/white ribbon on respective days.

UNIFORM PATTERN

| CLASS | REGULAR | |
|-------------------------|---|--|
| | GIRLS | BOYS |
| GRADE 1 TO 3 | Checked Red and White Frock, Black Socks and Black Velcro shoes | Grey Trousers and Red Shirt, Black Socks and Black Velcro Shoes |
| GRADE 4 TO 5 | Grey Skirt and White Shirt, Grey waist coat, Black Socks and Black Velcro shoes | Grey Trousers and White Shirt, Grey waist coat, Black socks and Black Velcro Shoes |
| GRADE 6 TO 9 | Grey Skirt and White Shirt, Grey Waist coat, Black Socks and Black Velcro shoes | Grey Pants and White Shirt, Grey waist coat, Black socks and Black Velcro Shoes |

| CLASS | SPORTS- WEDNESDAY | |
|--------------|---|--|
| | GIRLS | BOYS |
| GRADE 1 TO 3 | Yellow T-Shirt and Grey Skirt, White Socks and White Velcro Shoes | Yellow T-Shirt and Grey Trousers, White Socks and White Velcro Shoes |
| GRADE 4 TO 5 | Green T-Shirt and Grey Skirt, White Socks and White Velcro Shoes | Green T-Shirt and Grey Trousers, White Socks and White Velcro Shoes |
| GRADE 6 TO 9 | Blue T-Shirt and Grey Skirt, White Socks and White Velcro Shoes | Blue T-Shirt and Grey Trousers, White Socks and White Velcro Shoes |

HEALTH IS WEALTH

- Parents should ensure health of their child by giving them healthy snacks and food. Kindly provide your ward with Sprouts, Greens, Vegetables and Fruits instead sending their box filled with fries and sugars.
- Requesting to avoid Plastic Tiffin boxes & Water bottles and using Stainless steel/copper boxes and bottles to carry food and water.
- Strictly avoid junk food.
- Send sufficient amount of food and water, which the child can consume at that particular time.
- Make sure your child keeps themselves hydrated. Please include fresh juice and citrus juice.

COMMUNICATION

- Parents can meet all Teachers during the PTMs.
- In case if parents are willing to meet any of the specified Teacher during working days are requested to fix an appointment either by sending a letter to the class Teacher or by calling School's front desk.
- Meeting hours during working days is only between 3.00 PM to 3.30 PM. No Parent can meet teachers apart from this timing.
- Kindly update your contact details and residential address timely for proper communication.

NOTE FOR THE STUDENTS

- Students should not carry any Electronic gadgets to the campus
- School will not entertain and take the responsibility for any valuables(ornaments, money)
- Birthday celebrations by cutting cake and return gifts are not entertained.
- Action will be taken against the students who are violating the school rules.
- ***Parents are requested to create a supporting atmosphere at home as well, for their children to enhance their communication skills.***

ESCORT CARD

- The School has decided to issue Escort card to all the parents who accompany their ward to the school.
- Parents are requested to duly fill the details of the Escorting Parent/Guardian and handover to their respective class Teachers. Note: Which will be returned to the parents after lamination.
- Students will be sent from the school campus only with the Escorting member mentioned in the Escort Card.

NOTE:

Requesting you to clarify any of your queries strictly between 8.00 AM to 6.00 PM.

**Please fill the details attached in Annexure-I and submit it to the class teachers.*

ANNEXURE – I

| | |
|---|---|
| STUDENT'S NAME: | |
| FATHER'S NAME: | |
| MOTHER'S NAME: | |
| GUARDIAN'S NAME: | |
| RESIDENTIAL ADDRESS & LANDMARK: | |
| | |
| | |
| MODE OF TRANSPORT(Please tick as appropriate) | SCHOOL TRANSPORT <input checked="" type="checkbox"/> |
| | PRIVATE PICKUP(VAN/AUTO) <input checked="" type="checkbox"/> |
| | PARENT PICKUP <input checked="" type="checkbox"/> |
| PICK UP POINT(if availing school transport) | |
| CONTACT NUMBER: | |
| | |
| BLOOD GROUP: | |
| CASTE/SUB CASTE: | |
| MOTHER TONGUE: | |
| OCCUPATION: | |
| AADHAR NUMBER: | |
| DATE OF BIRTH: | |
| PREVIOUS SCHOOL STUDIED: | |
| SECOND LANGUAGE: | TAMIL <input checked="" type="checkbox"/> HINDI <input checked="" type="checkbox"/> KANNADA <input checked="" type="checkbox"/> |
| THIRD LANGUAGE | TAMIL <input checked="" type="checkbox"/> HINDI <input checked="" type="checkbox"/> KANNADA <input checked="" type="checkbox"/> |