

NEELKANTH VIDYAPEETH, HYDERABAD

14th JAN, 2024

Circular No. 033 / 2023-'24

REPORTING GUIDELINES – JANUARY-2024

Dear Parents,

!!! HAPPY PONGAL !!!

Please **submit** the duly filled & signed **CONTINUATION LETTER / CONSENT LETTER** in **Admin Office** and collect the **permission slip** for reporting.

Please note the following guidelines for reporting to the school campus:

- **REPORTING DATE AND TIME:**
 - 17th January, 2024 between 9:00 am to 12:00 pm Classes 9 to 12
 - 17th January, 2024 between 2:00 pm to 5:00 pm Classes 5 to 8
- **SCHOOL UNIFORM:**
 - Students are advised to report in full school uniform.
- **MEDICAL FITNESS CERTIFICATE:**
 - Students who are only asymptomatic will be permitted to enter into the school campus.
 - Student should furnish reports of recent illness if any
 - Advised for your ward to get vaccinated for seasonal diseases, influenza vaccination and chicken pox (2 doses) 3 months apart.
 - Dermatologist clearance certificate is mandatory for students with previous history of skin issues.
 - In special cases, it is recommended to carry a doctor's prescription and prescribed medicines.
- **GARMENTS AND BELONGINGS:**
 - Students must not forget to carry Pooja kit.
 - Maintain decent haircut and clipped nails.
 - Seasonal winter ware (warmers, woolen, jackets, moisturizer and vaseline) and care is recommended. You can check the temperature conditions in this area during winter on the internet.
 - Round neck T-shirts, black colored shirts/T-shirts and torn jeans are strictly not permitted.
 - Only limited quantity of dry fruits except Pista is permitted.
 - No Couriers / Parcels shall be entertained.
- **POCKET MONEY:**
 - Pocket money to be maintained Rs.5000. (Inventory Ledger Statement has been forwarded to your mail & on whatsapp for your reference.)

- **PROHIBITED ITEMS:**

- Any eatables (including homemade food) / snacks, Chewing Gums, Mouth Fresheners, and any other fast food sachets are strictly prohibited; if found fine shall be imposed and disciplinary action will be initiated.
- More than recommended items and quantity of the same are not permitted.
- Electronic gadgets, camera, smart phones, smart watches, pen drives, currency wallets and gold ornaments, white board and permanent markers are strictly prohibited.

- **PARENTS' COOPERATION:**

- Parent/guardian are requested to leave the campus soon after completing your reporting procedure.
- Students need to report on or in time to avoid gathering and inconvenience to others.
- During reporting, only 2 members are permitted along with the student.
- Out station parents will not be provided accommodation in the campus.
- Meeting other students during reporting is not allowed.
- Parents are requested to park their vehicles in parking area only.
- Your cooperation for the safety of students is highly appreciable.
- Students who reside within India are strictly not permitted to bring smart phones under any circumstances.
- **To promote discipline and punctuality, a fine of ₹500/- per day will be levied for late reporting.**

NOTE: To avoid courier services, please provide all necessary items to your ward while coming for reporting. Please refer Page No 8 for Recommended Items Check List in Rules & Regulations.

We thank you for your trust and support in our institution. We assure you that we will provide the best possible education and care for your ward. We hope to have a fruitful and productive term ahead.

Regards,

Principal