




## SKYLARK WORLD SCHOOL

Sector 8-A, Vrindavan Yojna, Lucknow (U.P.) - 226002

<http://www.skylarkworldschool.com>,  principal.skylarkworldschool@gmail.com, + 91 6389201901

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Skylark World School

Circular Number: SWS2034(STU)

Date: 25<sup>th</sup> March, 2023

**Dear Parent,**

**Subject: Commencement of new session**

Greetings for the academic year 2023-2024!

We are delighted to welcome all our students back to the campus for the new academic year. As we commence with the session 2023-24, we need to grasp a few things to ensure the all round development of our students. You are requested to read and adhere to the guidelines mentioned below:

- School reopens for the new session on 3<sup>rd</sup> April, 2023.
- Students of Class XI to report to school on 10<sup>th</sup> April, 2023.
- School timings will be 8:00 a.m. to 2:00 p.m. for Class I to Class XII. Pre-Primary will get over at 12:00 noon.
- Students who do not avail the school transport must reach school by 7:55 a.m. The child will be returned home after three late arrivals.
- School will get over at 12:00 noon on all Saturdays.
- Saturdays are bagless days for Pre-Primary to Class 5. The day will be dedicated to life skills activities/quizzes/sports and assessments.
- At least 75% attendance is mandatory for appearance in all examination. A proper leave application/Medical certificate must be furnished to the Class teacher notifying reason for absence (if any).
- Students must observe the uniform code of the school. A student's hair must be always clean and well-kept.
- All text books/note books must be neatly covered and properly labelled.
- Students are advised to bring a steel tiffin box and water bottle to school and avoid the usage of plastic.

- All students will have to produce a medical certificate certifying that they are medically fit for swimming. The children must bring proper costume/towel/swimming goggles/cap on the days of swimming.
- Students must bring a fruit/fruit juice or dry fruits for the 10-minutes Fruit break.
- Students must respect school property. In the case of deliberate damage, students will contribute part or all the cost of repair.
- If you require any certificate or attestation of documents from the school, you are requested to send an application in this respect, at least two days in advance.
- Students are not allowed to carry mobile phones or electronic gadgets to school. The Class teacher would send a written note if there is any such instruction.
- For transport related queries, you are advised to contact Mr. Rajat Singh 919721388999. Kindly apply in writing to begin/halt transport service.
- Parents are requested to carry the bearer card (issued from school) when they come to collect their ward at the time of dispersal.
- Parents of Pre-Primary students are requested to send a neatly labelled extra set of clothes to be kept in school. The same will be used if the child soils his clothing.
- In case you want to collect your ward before the regular dispersal time, you are requested to give prior information to the Class Teacher. Also, the child should be picked latest by 1:30 p.m.
- Book list/Stationery requirements for all classes will be shared with you. You can buy the books at any Book store including Next Chapter, Aashiyana, Lucknow. You may contact Mr. Sandeep (Ph: -8318440337) for any queries.
- You may contact Mr. Agarwal- 9452162981 for any queries with regard to school uniform.
- There are four houses in school: Rigveda, Yajurveda, Samaveda and Atharvaveda. The Class Teacher will allot a school house to your ward. All students will come in house uniform on Wednesdays.
- Parents to avoid calling teachers during working hours. For any queries, you may contact the Headmistress, Ms. Honey Saluja (Contact:6389201905) or Ms. Surabhi Gaur at the reception (Contact:6389201901)

We look forward to continue to work with our lovely students, committed staff and the supportive families of our school community.

Best Regards  
Skylark World School

