

Dear Parent,

Greetings from AVN Vida International School!

The school will reopen on Monday, 12th June 2023 for grades Nursery-X. The school timings is 8.15am-3.20pm.

A Few important points for your reference:

SCHOOL ALMANAC, TEXTBOOKS, NOTEBOOKS & UNIFORM

✚ School almanac, textbooks, notebooks and uniforms are available at school premises. Parents who have given the measurements for uniforms will get the packs shortly.

✚ Parent are requested to buy black Velcro shoes for the kids. No other shoe patterns (colours) will be accepted. Parents are requested to select the shoes from Reebok/ Puma brands.



✚ Stationary and other school related stuffs need to be purchased by the parents.

PARENT ORIENTATION PROGRAMME

✚ The parent orientation programme for the new admission students will be conducted on Wednesday, 7th June 2023. Refer circular 25

FEE STRUCTURE

✚ Parents are requested to pay the fee as per the given schedule. Kindly pay on or before the given date.

Installment	On or before the given date
1 st Installment	Friday, 10 th March 2023
2 nd Installment	Saturday, 10 th June 2023
3 rd Installment	Sunday, 10 th September 2023
4 th Installment	Sunday, 10 th December 2023

Fees can be paid by cash/card/online.

- Online Bank Transfer of Fees: Please include your ward's full name and grade as reference for transferring fee via online bank transfer. Parents must provide a proof of payment (screenshot or transaction reference) immediately after the bank transfer with details of the student to our Accounts officer Ms. Usha on her whatsapp no-9100003009.
- The fees can be paid physically at school between **10.00am-1.30pm (Monday- Saturday)**. Kindly follow the timelines as it helps in smooth functioning of the school system.
- Fees are updated in next education app. Late fee charges will be automatically upgraded in your next education portal. No further discussions on fee will be entertained.
- Online payment need be remitted to the below account **Only**:

Account Name	SRI SURYA EDUCATIONAL SOCIETY
Bank	HDFC BANK
Branch	INCOME TAX COLONY, TELEPHONE COLONY, RAMAKRISHNAPURAM.
Account Number	50200032166805
IFSC Code	HDFC0004338
Scan	 <p>The QR code is for UPI payment. Above it is a dropdown menu showing 'HDFC Bank 2993'. Below the QR code is the UPI ID: 'dpsrkpuram2-1@okhdfcbank >'.</p>

- All outstanding dues for the academic year 2022-23 need to be cleared at the earliest to avoid any inconvenience. The school will not be held liable for any consequences.

FOOD&TRANSPORT

- ✓ Transport and food fee need to be paid in two terms. It will not be calculated on Monthly/daily basis; it will be calculated only on term basis.
- ✓ The given fee structure for food and transport mention here is calculated for the complete academic year.

Installment	On or before the given date
Term I	Wednesday, 1 st March 2023
Term II	Sunday, 10 th September 2023

- ✚ We request the parents to pay the first term food and transportation fee at the earliest, this will help us to proceed with the further process. Hope you will understand and do the needful

School Transport:

- ✚ School transport need to be availed both the ways. One way transports will not be provided.
- ✚ The students will be dropped near the main roads. Door step dropping is not available. Parents are requested to personally see off and receive their ward at the bus stop.
- ✚ Lady attender will be accompanying the students in all the bus routes.
- ✚ GPS tracking services will be provided.
- ✚ The students will not be dropped in the respective stops if the concern person will not come to pick up the child.
- ✚ Routes cannot be changed except emergencies.
- ✚ Transport should be opted only in the beginning of the academic year. Late request will be considered only based upon the availability of the routes and seats.
- ✚ Request of change in the routes for a day or two will not be entertained other than genuine cases.
- ✚ All the food and transport related queries should be mailed to the concerned department.
- ✚ Food and Transportation fee need to be paid in terms irrespective of the date of joining. Parents can decide as per their requirements.
- ✚ If any parents wish to pick their ward for any reason, then they need to inform the admin only. Drivers should not be contacted for the same reason.
- ✚ Refrain from calling the drivers while they are driving. For assistance contact the Administrative officer Mr. **Shashank- 9848752005**.

Own Transport:

To ease out the school dispersal at 3.20 pm the school has come up with the following guidelines

- ✓ Kindly pick your child before 3.40pm. The admin will be available in the school premises till 3.50 pm only. In case of any delay due to unavoidable situations, then kindly call the admin and inform the same. This will be helpful for them to take care of your ward till you reach the school.
- ✓ The vehicles should not be parked in front of the gate. Kindly use the parking lot.
- ✓ Own transport student can't avail the school transport at any circumstances.

Food:

- ✚ School food students will be provided with healthy breakfast, lunch and snacks.
- ✚ Home food students need to carry their own napkins, spoon, water bottle and other belongings.
- ✚ During unavoidable situations home food students can avail the school food by paying Rs. 200/-per day.
- ✚ Teachers and care takers will help the students in having the food.
- ✚ School food sample menu is attached with this circular for your reference.
- ✚ School food menu will change on weekly basis.

COMMUNICATION

- ✚ The mode of communication by the school will be done only through School Almanac/Email or Next Education App.
- ✚ Parents/guardians are requested to check the school almanac of their ward daily and note the instructions/ Remarks made in it. It should be seen and countersigned by parents daily as a proof that remarks have been read. Failure to do so may defeat the purpose of communication.
- ✚ Please be sure to inform the school if there is any change in your address or telephone number by submitting an application/mail to the admin officer.
- ✚ Check the Next Education APP and website regularly. Keep yourself updated about school activities & other information.
- ✚ School believes in **direct interaction with parents only**, for matters related to Academic performance / Behavioural issues & any other administrative requirements of child to prevent any misunderstanding.
- ✚ Kindly refrain from calling the teachers directly. The concerns should be addressed only via, school almanac note/ Email.
- ✚ Refrain from calling the Coordinator and Admin after 5 pm. A text message can be dropped to the admin/coordinator for normal concerns/queries.

EXAMINATION AND PROMOTION

- ✚ Missing out on Periodic Test/ Half Yearly / Annual Exam directly affect the academic growth of the students to the next class and also the purpose of keeping the examination, making them learn the pattern of examination, etc gets defeated.
- ✚ Please take these Tests/Evaluations seriously and avoid absenteeism for the betterment of your ward.
- ✚ Re-exam will not be conducted except medical emergencies. In such cases medicate certificates are must.

- Kindly refrain from planning any functions / vacations during exam days. Please check with the school almanac for exam days. Exam protocol should be adhered by the students.

NEXT EDUCATION APP:

- Next Education provides communication web and mobile app for parents and students through which they can receive school announcements, Class assignments, Events, Progress Report Card, Pay Fee Online view school messages etc.,
- Next Education login details has been shared with all the parents as a normal SMS. Fathers number will be automatically taken as the primary contact number.
- The SMS will be in the following format:

SMS Title: TX-NEXTED

Your School's account is created successfully:

To activate, install the app <https://st.nexterp.in/jHmr> or visit
<https://st.nexterp.in/kHmr>

Username : ***** (Father's Mobile Number)

OTP: *****

School Code : avnvida

OTP is valid for 90 days. -NEXTED

*The SMS has been already sent to all the parents.

OXFORD ADVANTAGE DIGITAL LEARNING (Grade PPI- V)

- Oxford Advantage, an online learning programme designed to cater to age and curriculum-specific learning requirements.
- Oxford Advantage is an easy-to-use programme that can benefit both teachers and students. Each chapter is divided into multiple concepts. Teachers can create notifications, assessments, learning links and assign those to students. Frequent revision of concepts, extensive and thorough practice, together with games and simulations, make the learning process engaging without being intimidating. Students can revise classroom lessons and solve questions at their own pace anytime, anywhere. The individualized performance analysis reports make it easy for students, their parents and teachers to track progress and assess learning. Teachers can use Oxford Advantage to assign homework to their students, check on their progress and share additional learning resources with them.
- To access Oxford Advantage, you will need a computer with an internet connection to access the URL <https://oxfordadvantage.co.in/OxfordAdvantage/School/Default.aspx>

- ✚ The Welcome Letter will be shared to the parents shortly.
- ✚ Oxford Advantage Digital learning orientation also will be conducted shortly.

GENERAL INFORMATION

- ✚ School will be functioning from Monday to Friday for Grades Nursery to II.
- ✚ Except 2nd Saturday all the other Saturdays will be a working day for Grades III-X.
- ✚ No request for change of section is entertained. Students need to get adjusted with all the students.
- ✚ Sports uniform should be worn whenever the students are having the **Sports Period**.
- ✚ Motivate your child to maintain a proper code of conduct. Any misbehaviour / indiscipline and damage to school property may lead to serious consequence (disciplinary action).
- ✚ No sharp objects namely blade, knife, scissors, needle should be sent to school to ensure safety.
- ✚ Parents and guardians must not visit their wards or teachers in the class rooms.
- ✚ Electronic gadgets (mobiles, i-pod, play-stations, audio / video players, camera etc) are not permitted inside the school premises.
- ✚ Students are not allowed to wear any form of watches to school.
- ✚ Parents must ensure that their wards join the school on the notified date at the beginning of the term or after each vacation.
- ✚ Parents to revise lessons done in class and check that child do the homework regularly. Parents should take active and helpful interest in the activities of the school. Parents are requested to ensure that the child submits the Assignments and Projects on time. This will be helpful for the child's academic progress.
- ✚ Almanac / Annual Planner / website will provide information about exam dates, holidays, PTM's, Fees and academic pattern of child. Please check it regularly and stay updated.
- ✚ Please mark all the belongings of your ward with his/her name, class and section
- ✚ Do spend quality time going through note books especially on weekends
- ✚ Taking leave during working days is strongly discouraged. **Parents are responsible to make up for the loss of studies in case of leave taken.** The school will expect these students to be at par with the class in every way and that will have to be ensured by the parents.
- ✚ Ensure that your child does not bring any valuable articles to school. In case of loss of valuables, the school will try its best to trace the item but will not be responsible for the loss.

- ✚ Gifts and Valuable articles like watches, gold/ diamond jewellery (chain & danglers), facial make up like eye makeup, nail art & mehndi decorating on arms & feet, body art (Tattoo) is strictly prohibited in the school.
- ✚ Parents to ensure that their wards attend school in neat and well ironed, proper uniform. Boys with short and decent haircut (not in fashionable or military cut) and girls with plaits or pony as the case may be.
- ✚ **Child will not be sent from school with half day leave** on pretext of any reason. In case the child is not medically fit to attend the school, then it's advisable to have proper care and rest at home. For other miscellaneous reasons (home functions, marriage, birthday etc.), kindly check the priority and take an appropriate decision. In case of such events also let the child not attend the school for full day .
- ✚ Except medical issues/genuine concerns, the child will not be permitted to go home during the school hours. Any request or application in this regard will not be entertained.
- ✚ If a child is found unwell while at school or gets injured while playing, then school will inform parents immediately and will be allowed to collect their ward from school for further course of action. The school will take the responsibility of taking the students to the hospital for medical emergencies.
- ✚ You are requested to ensure that the birthday celebration of your ward in the school is confined to his/her classmates only and should be on a modest scale.

Your unflinching support, co-operation and faith, inspire us to raise the bar for ourselves. We look forward to a continued meaningful and constructive academic engagement with your ward.

s/d
Principal