

THE ORCHID SCHOOL

Baner, Pune

Date: 30.09.2021

Circular No. TOS/FRO/CIR/FS/21-22/26.3

Subject: Opening of Offline School for Class X

Dear Parents

Greetings for the day!

As per the Maharashtra State Directives, Classes VIII onwards have been allowed to function in the offline mode in the urban areas from 4th October 2021. Also, there is no denying that physical schooling is extremely crucial for the socio-emotional development of children.

The school had a meeting with PTA members on 28th September to inform them about the government directives and the plan of re-opening of school.

Understanding this need of the students to interact with fellow-students and teachers in an offline mode, The Orchid School has planned to start the offline school as per the schedule given below.

Starting of Offline School: 11th October 2021

Days of Offline School: Wednesday, Thursday and Friday

Time of Offline School: 8:30 AM to 1:00 PM

As per the directives parent need to give the consent to send their ward to school. Please understand the points mentioned below related to giving consent.

	Consent not Given	Consent Given
Assessment / Pre-Board	<ul style="list-style-type: none">• Not Applicable	<ul style="list-style-type: none">• Assessments will as a mandate be offline in school. In case of not given in school then will be marked absent.
Attendance	<ul style="list-style-type: none">• Attendance will be taken of online class presence.	<ul style="list-style-type: none">• Attendance will be counted of offline presence. The Report Bee notification through app will be sent to the students who will be absent
Access to classes	<ul style="list-style-type: none">• The access to co-scholastic and other/ hands-on activities will not be possible.• Scholastic subject classes will be through Hybrid Model, hence will have online access.	<ul style="list-style-type: none">• The access to all classes in school in physical form.
Consent Form related	<ul style="list-style-type: none">• You will not be able to give the consent at later stage / after few days to join the school.	<ul style="list-style-type: none">• Once the consent is given to come to school, it has to be continuous. Some days of offline and some of online will not be accepted.

One on One Interaction with teacher	<ul style="list-style-type: none"> Considering the engagement of teacher in physical form, online one-on-one interaction to clarify doubts or other matter would not be possible. 	<ul style="list-style-type: none"> One-on-one interaction with teacher would be there.
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Schedule-

The schedule of the days of online and offline school, assessment days, activities are mentioned in the attached calendar.

Diwali Vacation- 30th October to 15th November

November School –

- The school will re-open on 16th November after Diwali vacation.
- There will be Mid Term Exam conducted for classes X. The dates of the exam would be as per the indication by CBSE and will be shared once the school receives the information.

The structure of the day for students in school-

- Students will have a structured co-scholastic / group activity to socialise mostly at the beginning of the day. The duration of this activity would be of an hour. There will be a break of 20 minutes after the first hour.
- The students who will attend the classes from home will not be a part of this one-hour session.
- They will join online classes from 9:50 AM to 1:00 PM with a short break in between.
- The classes for students in school and at home will be conducted at the same time using the hybrid model.

Entry in School -

- Students to follow all the COVID protocols while they are in the premises.
- They should wear the proper mask throughout the duration while they will be in school.
- Do have an interaction with your ward to follow the norms of social distancing, washing hands at regular intervals and wearing the mask at all times.
- In case of any student have any symptoms defined for COVID, the entry will not be permitted.
- The school will take precautions of following all the COVID-19 protocols. The SOP can be accessed through the link- <https://docs.google.com/presentation/d/1ED-e5HO8IFtX3ZE8c-H-3Gn0HhrGM7TQ/edit?usp=sharing&oid=117744728864935382620&rtpof=true&sd=true>
- There will be a thermal screening at the gate and students will be asked to sanitize their hands.
- The hygiene will be maintained by the school.
- Students of Class X to enter the premises from the bus entry gate from the main road.
- Parents will not be allowed to enter the premises.

Important points to note-

- Students to reach school on time. It will be good to practice setting up the routine of waking up early.
- Students will be given the ID card in school for them to wear and come to school.
- It is mandatory for students to come in school uniform. The school uniforms are available at the below mentioned address in case you need to purchase.

Yogi Kids

Shop No. 10

Pride Valencia

Pan Card Club Road

Dhankude Vasti, Baner- 411045

Contact No. 8380036917, 9850533947

- **Please note that school transport will not be provided.** Parents will have to drop and pick up their wards as per the given school timings. The vehicles will not be allowed inside the school lane to drop. Parents should drop their ward at the entrance and immediately leave to avoid any traffic jams.
- Snacks and water will have to be sent with the students. Lunch break will not be given in school. Students will go home and have lunch.
- Students will be permitted to come to school physically only once the parent consent is submitted.
- Kindly fill the Consent Form for Offline Classes (link given below) before sending your ward to school. Do go through it thoroughly. The last date to submit the same is **3rd October by 4 PM.**
<https://forms.gle/fMKb1UjnHZupuBRA9>

We look forward to your co-operation to help in smooth conduction of the offline school. The details mentioned in the circular are as per the current realities and are subjective to the modifications depending on the directives of the government and the later realities.

Ashwini Shah
Secondary and Senior Secondary
Unit Head

Atreyi Saha
Vice Principal

Sangeeta Kapoor
Principal

Lakshmi Kumar
Director

October 2021 for Grade X

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
				•Online School 1	•Gandhi Jayanti •International Day of Non Violence 2	3
•Fee Installment III Challan & Circular •Online School 4	•Online School 5	•Online School 6	•9 Days 9 Stories begins •Online School 7	•Online School 8		10
•International Day of the Girl Child •Online School 11	• ACT SMART Workshop •Online School 12	•Hybrid School 13	•Culmination of 9 Days 9 Stories •Hybrid School 14	Dussehra 15		17
Eid E Milad 18	•Online School 19	•Hybrid School 20	•Hybrid School 21	•Offline School - Preboard Exam 22	• IPN Career Session •Offline School - Preboard Exam 23	24
•Offline School - Preboard Exam 25	•Offline School - Preboard Exam 26	•Offline School - Preboard Exam 27	•Offline School - Preboard Exam 28	•Report Release PT II •Hybrid School 29	Diwali Vacation begins 30	31