

**Subject- First Day Circular for Classes I to VIII**

Dear Parents,  
Greetings from the staff of The Orchid School!

The new academic session will begin for Classes I to VIII from 14<sup>th</sup> June, 2019. Please note some important points related to the first day of the school.

**The School Timing:**

**Classes I to V** – Monday to Friday – 8:30 am to 3:00 pm  
Saturday is a holiday

**Classes VI to VIII-** Monday to Friday – 8:30 am to 3:00 pm  
Working Saturday- 9:00 am to 1:00 pm

- Students to carry all the textbooks and notebooks on the first day.
- Teachers will return the relevant books as per the time-table along with the kids. Rest of the books will be kept in the school and will be sent as per the need.
- On first day parents of Classes I to IV will be allowed to drop their child upto the class.
- Student's Diary, Ready Reckoner for Parents and School Calendar will be given to the students on the first day of the school.
- Students to carry the Diary everyday to school. The home assignment and the important communications by the teacher will be done through the Diary.
- If you have still not collected the book set, then approach the school's store to avail the same.

**General and Class Orientation: Date- 15<sup>th</sup> June 2019**

**Venue: General Orientation → Auditorium**

**Class Orientation → Respective Classrooms**

**General Orientation**

- It is the platform for parents to get oriented about the school policies, processes and new programs introduced or practiced at the school or your child's class level.
- There will be some important points discussed about the new initiatives and approach of teaching learning.
- Request you all to be present for the same which will help you to get orientated about the same.

**Class Orientation**

- It is the forum where the Class Teacher and the parents can meet each other. The Class Teacher orients the parents about the class level programs, system, the expectations from students, assessment pattern, etc.
- During the Class Orientation the Class Parent Volunteers are selected who then in coordination with the class teacher supports the teaching learning process and partners in enriching the process. They also act as a link between the parent community and the school.

**Schedule for Orientation:**

Class	General Orientation	Class Orientation
I to IV	9:15 am to 10:15 am	10:30 to 11:30 am
V to VIII	10:45 am to 11:45 am	9:30 to 10:30 am

**Important to Note:**

- There is no parking place available in school. Request you all to car pool or find the alternative ways to reach school. A humble request is also to be careful of traffic jam on the main road.

**School Uniform:**

- The school uniform is available at the address mentioned below-  
Yogi's Kids  
Shop No. 10, Pride Valencia  
Pan Card Club Road  
Dhankude Wasti  
Baner, Pune- 45  
Contact Person- Mr. Bhatia - cell no. 9822036917
- Apart from regular school uniform, Class I to IV have sports uniform that is worn as per the days allotted for sports in the time-table.
- Class V onwards students have house colour uniform that is to be worn on the days of sports classes.
- For Class V, house colours will be declared on the first day of the school.
- Students to wear plain black shoes of any brand making sure that the brand name is not too big to be visible. Parents can buy the shoes from any vendor of their choice.

**Student's Identity Card:**

- To wear Identity Card is a mandate.
- Students will get their ID card on the first day of their school.
- In case the student forgets the ID card then in that case parents will be called to drop the ID card at school or the student will have to buy another one and wear it.
- There are two different colours available for the identity card. White are for the students who travel by school bus and Beige colour for the students who travel by personal or private transport.

**Transport:**

- Our transport contractor is Pradnya Enterprises.
- In case you want to approach them contact Mr. Shelar (proprietor) on 09822244231/ or Mr. Bahirat on 09850828323.

**Canteen:**

- School has a canteen and a tuck shop in the premises.
- You can buy lunch coupons for the term / year for your child from the counter.
- The contractor for canteen is Mr. Shankar Gauda. Contact No. 8623989216.

**Theme of the Year**

- Every year at TOS we follow a theme for the year which gives an opportunity to the children and all stake holders to explore it in a holistic way. The theme for the year 2019-2020 is '**Respect**'

**Important Point:**

- TOS is encouraging its staff and students to have as much as possible a sugar free diet. Parents are requested to support us in this cause by making a judicious choice for tiffin options.
- It will be appreciated if students instead of distributing the chocolate on their birthdays, can think of any other healthy option with minimum cost.

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