

The Orchid School

Baner, Pune

Date: 23rd August 2023

Circular No. TOS/FRO/CIR/FS/23-24/15

Circular for Classes I to XII

Subject: Circular for information on Quality Quadrant.

Dear Parents,

Greetings to all!

The Orchid School has always valued parents' feedback and has thrived on it to bring positive changes to the institution.

Hence, the school is introducing Quality Quadrant as a tool to receive specific insights on your understanding and experience about the school's functioning that can help us refine the processes and increase the efficacy of the existing processes.

The objective of this tool is to:

- To garner important insights on the four quadrants of parent's feedback on the class level.
- To collate the data on the mentioned four areas at domain and school level to bring amendments in the system if required.
- To have better coordination and cooperation between various domains like admin, accounts, HR and academics.
- To resolve the class or systemic level issues/concerns if any in time.
- To educate parents in certain areas for them to get a better understanding of what we and why we do.

While attending SPTC session for your ward, we would urge parents to spend some of their valuable time filling up the quality quadrant.

Each class teacher would have the grid available in the class. As the quality quadrant is a feedback system, we would urge parents to carefully assess and then mention their feedback. We will give individual post-it to all parents to write their feedback for each quadrant. As a parent, please mention your feedback for any school organized program, policy, process based on the following quadrants:

- Appreciation
- Concerns
- Suggestions
- Questions

The school will then analyze the feedback received in each quadrant, and improvise on any processes, programs, policies if deemed necessary.

Once the entire school response is collated, the school will communicate the same with the parent community.

Atreyi Saha
Vice Principal

Sangeeta Kapoor
Principal