

Dear Parent

Date: 22.01.2021

Greetings to all !!

It comes with immense pleasure that school as per Government guidelines will be functional in Offline mode for the students of class IX to XII from 23 Jan 2021 Saturday. Our school has been conducting online/digital classes successfully since April 2020 onwards. We appreciate your support throughout this pandemic span.

Now after receiving the consent from parents the students will be coming to school as per the guidelines issued by the Government of Rajasthan.

**Only those students whose consent form is received by the school will be allowed to attend the regular classes.**

We are committed to take all recommended preventive measures and SOPs. These measures are to be followed mandatorily by students.

**Important points:**

1. On the first day of arrival **it is mandatory for every child to come with the hardcopy of Consent form (duly signed by their parents)**. It can be downloaded from your respective class page available on Digital Content platform.
2. It is to be noted that school will be conducting both Offline and Online mode of learning.
3. School timings will be from 9:30 a.m. to 1:00 p.m. for which following points are very important to be followed.

Arrival between **9:15 to 10:00 am** in which sanitization and screening will be done in two slots:-

XI – XII	9:15 to 9:35 a.m.
IX and X	9:35 to 10:00 a.m.

Departure will be done as follows:-

1:00 p.m. :- Departure for Students coming by foot and being dropped by parents.

1:10 p.m.:- Students coming by cycle will go.

1:20 p.m.:- Students coming by two-wheelers will go.

Note:- Parents are requested to be supportive and considerate in case departure is delayed by 15-20 minutes.

4. Students coming by their own two-wheeler have mandatorily carry with them **LICENCE** and **WEAR HELMET**, without these no entry will be permitted. They have to submit a photocopy of their licence along with the consent form in school.
5. Sanitization will be functional at the main entrance and in the classrooms of the school building throughout the working hours.
6. Physical distancing of at least 6 feet is to be followed at all times.
7. Students are not allowed to collect in groups, shake hands and are advised to avoid maintain close contact with their classmates.
8. Use of face covers / masks is mandatory at all times even while moving in the school and using fresh/clean/washed mask every day must be ensured .
9. Washing hands frequently with soap for at least 20 seconds even when hands are not visibly dirty must be maintained.
10. Child must compulsorily carry **their personal hand sanitizer** to be used as per feasibility.
11. We request the parent to send dry snacks along with your child and avoid sending any tiffin later on after the arrival of students in school for safety reasons. Parents are requested to encourage your ward to have heavy breakfast in morning.
12. Students should bring their own fresh napkin/tissues, water bottle and food items from home.
13. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one's mouth and nose while coughing, sneezing with a tissue, handkerchief and disposing off used tissues properly.
14. Exchange of drinking water, text books, stationery items and food items will not be permitted.
15. Self monitoring of health by self is important and in case of any health issue reporting must be done at the earliest to the concerned staff member.
16. Parents are advised to share any travel history with the school on priority basis.

17. Children must avoid attending school if having symptoms like fever, headache, cough and cold.
18. Spitting is strictly prohibited anywhere inside the school campus.
19. Students will be allowed to use the washroom with the prior permission from the teacher on duty.
20. It is mandatory for parents to handover child to the Screening point.
21. For few days we request for your cooperation for the process of completion of Screening and Sanitization of your ward.
22. Students must wear neat and clean uniform and maintain hygiene in the campus. They can wear additional woolens as per their need.
23. A separate isolation room within the school premises will be allotted for emergency cases.
24. During the class hours entry of parents and visitors will be strictly regulated.
25. The students will not be allowed to enter any other class room except their own.
26. While teaching we are making it mandatory for both the teachers and students to wear masks. You are hereby instructed to follow the SOP given by the school management.

**Special Note:-** Parent's must avoid sending their wards to school in case they find any symptoms of coughing, sneezing, fever, low energy etc. in their ward.

### **School Management**