

Dear Parent,

Greeting from AVN Vida!!!

**General information and guidelines:**

1. Based on your valuable feedback and observations changes have been made in the virtual class timetable and will come to effect from **Wednesday,1<sup>st</sup> July 2020**. The consolidated timetable will be shared shortly.
2. The Oxford test schedule and home work schedule will be shared along with the timetable.
3. Motivate and check on your ward when they attend the online classes for productive outcome.
4. Provide a dedicated place for the child to attend the online classes without disturbance.
5. Kindly help you ward to understand the seriousness of the situation and the efforts taken by their teachers during this time. Let's together teach the moral values to our children.
6. Students to be present with all relevant student material and stationery as required for the classes.
7. Class WhatsApp groups are functional for sharing worksheets, reference material and for clearing any doubts related to academics. For effective operation, hereby the WhatsApp group will be accessible only by the admin. For any concern kindly text to the teacher concerned or the coordinators.
8. Students can text to the teachers personal WhatsApp number for clarifying their doubts. Refrain from calling.
9. For any concern or assistance don't hesitate to contact the **Coordinator at 7997999722** and the **admin at 9100003009** between 9am - 4pm. (Monday-Saturday)
- 10.If your ward is not able to attend the virtual class on any day, kindly inform the concerned subject teachers.
- 11.Co-scholastic classes are conducted only to develop the skills of the students and it's not mandatory to attend the sessions. It is completely based on your ward`s interest and urge to learn.
- 12.Worksheet/PPT/Videos shared by the teachers are the supportive learning materials for effective learning. Kindly make use of it.
- 13.**All Saturdays will be a holiday for Grades Nursery - V.**
- 14.Textbooks and notebooks are available at school. Parents who haven't bought the books are requested to collect it from the school on or before **Saturday, 4<sup>th</sup> July 2020**. The office will be functioning from 9am-12pm (Monday-Saturday).

15. Oxford App and MCB App demo session for the parents will be organized on **Saturday, 27<sup>th</sup> June 2020**. Parents' who need assistance can make use of this session. Timings will be intimated shortly.
16. PMI will be conducted on **Saturday, 4<sup>th</sup> July 2020**. The other related information will be communicated shortly.
17. School related information will be shared both in MCB and WhatsApp group. Kindly make use of the service provided.
18. Assessment of the students will be taken care by the teachers and the dates will be intimated by them accordingly. Proper assessment training to the students will be given by the teachers.
19. As per the government instructions, parents can pay the tuition fee on monthly basis through online for the session 2020-2021 in 10 equal installments. Kindly share the screen shot of the fee payment to Mrs. Usha 9100003009 (Admin) for future reference. We really appreciate the parents who are making timely payment of the fee and supporting us during this period of crisis.

Looking forward to your earnest consideration and co-operation as ever.



Principal