



GURUKUL INTERNATIONAL SCHOOL(CBSE)

Near Mohan Highlands, Katrap Pada, Badlapur (E), 421503.

Circular No.: P 05

Grade: Grade I to V

Date: - 09.06.2023

‘Let us begin the new academic year with great enthusiasm, hope, new rules and strategies, new memories and loads of opportunities’

Dear Parents,

Warm greetings from Gurukul International School & Gracious Saplings.

Kindly note the following instructions carefully.

ID CARD

1. Students should wear a temporary Identity Card with proper **grade, div, address and contact number** mentioned on it.
2. Permanent I.D. Card will be given by the 26th June 2023.

UNIFORM & ATTIRE

1. Students should come to school in neat, clean and ironed uniform.
2. Students (only Nursery & Jr. Kg) must carry an extra dress and undergarments in their bag during First term (till Sept).
2. During rainy season students must wear the prescribed pattern of black rainy sandals only.
3. Students must always carry a water bottle and a dining napkin (to lay on the desk) and a handkerchief with them. Pre-Primary students should carry clean empty tiffin daily.
4. Water bottle, compass box, tiffin box, shoes & other belongings must be labelled. (Nursery to Grade III)

BOYS

- Boys should have simple and short hair.
- Hair should not fall on the forehead.
- No fancy haircut or hairstyle is allowed.
- Colouring of hair is not allowed.
- Turban, if worn, should be white in colour
- Fancy Chain, Bracelet, Watches are not allowed.
- Nails must be kept clean and short

GIRLS

- Girls with long hair below shoulder level should tie two plain plaits, with white rubber band.
- Girls with short hair above shoulder level shall wear prescribed white hair- bands.
- No fancy hair-bands, clips and hair pins are allowed.
- Colouring of hair is not allowed.
- Fringes over the forehead, are **NOT** permitted
- Earrings --only studs are allowed (gold earring not allowed)
- Fancy Chains, Bracelets, Watches, not allowed
- Nails must be kept clean and short.
- Nail paint and Mehendi applications are not allowed at all.

GENERAL

- It is mandatory for students **to use English as the language of communication(except Marathi ,Hindi and Sanskrit during the respective periods.)**
- **No foul language will be tolerated.**
- All **Thursdays are off days** for the students of **pre-primary** only and **one Thursday in a month** for **Primary and Secondary section** which will be informed through the monthly planner.
- Covered and duly labelled Text books & Activity Kit along with Grade & Div to be submitted to the Grade Teacher by 17.06.2023(only for Pre-Primary)
- Any chronic or serious illness should be intimated in writing to the Grade Teacher with case history given by the Physician.
- You are instructed to tie a yellow satin ribbon on your child's bag to draw **attention for any message to be conveyed to the Grade Teacher.**
- Parents can meet the teacher only on Tuesday and Saturday between 10.30 am to 11.30 am and on PTI days. (dates of PTI will be informed through the monthly planner). Parents cannot meet any teacher on other working days unless they are called or on an emergency.
- Prior approval taken by the parent through written communication for the meeting (on Tuesday or Saturday) will save time and avoid chaos.

EARLY LEAVE

- No early leave will be granted to the pupil except on emergency.
In such case, parents need to fill an early leave application available at the school office.
- Parents should submit an authority letter in case the pupil is to be collected from the school premises by a guardian / other concerned person.

ARRIVAL & DISPERSAL

- Arrival--The **Daily Reporting time** for students is **11.40 a.m.** The school gates **will close sharp at 11.45 am.** Parents are requested to kindly adhere to the above arrival timings.
- Dispersal – Daily dispersal time—5.45p.m.
- Bus students will leave first, followed by walking students.
- During arrival and dispersal parents are requested not to park their vehicles in front of or near the school gate to avoid chaos. Systematic parking will ensure quick dispersal.
- It is mandatory to produce the parent pass while collecting the pupil from the school premises after dispersal for walking students.
- Parents should submit an authority letter along with the photograph of the concerned person in case the pupil is to be collected from the school premises by a guardian/other
- If your ward commutes through van other than school bus then a letter informing the school about pick up by van should be submitted to the Grade Teacher.
- You are requested to adhere to the above instructions and guidelines for the convenience of your child and smooth functioning of the school.
- **To ensure smooth dispersal on the first day, a Google-form link** will be sent to the parents on 13th June 2023 to confirm if their ward would commute to and from school by bus/ walking/ any other van. Parents are requested to fill in the form and submit on the same day.
- Looking forward for your co-operation.



Principal
(Mrs. Tanuja Bhat)