

VIS/CIR-001/19-20/JUN

Dt: 12th June, 2019

Dear Parents,

Greetings from Vista School!

Welcome you all for the new session!

We are looking forward for your support in the following areas for the smooth functioning of school.

SCHOOL TIMINGS:

Taking note of all the important requirements, which include the time for academics as well as activities, the management has decided to have the following school timings for 2019-20:

Nursery to Prp-2	8:30 am to 12:30 pm from Monday to Friday.
Grades I to IV	8.30 am to 3.10pm from Monday to Friday, (Holiday on all Saturdays).
Grades V to X	8.30 am to 3.10 pm from Monday to Friday, school works half day on 1,3& 5 Saturdays between 8.30amd to 12.30 pm and holiday on 2 nd and 4 th Saturday.

Buses will ply as usual in the morning but departure will be at 12.30pm for Nursery to prep-2 students and for grades 1st to 10th starts at 3.10pm. Arrangements should be made accordingly to collect the students from the pickup points. All students must report the pickup points 5 minutes prior to the time slot given.

All the students must report the school sharp by 8.20 am. Any student after 8.35 am will not be allowed to the school and the gates will be closed by 8.35 am.

SCHOOL UNIFORM

The school uniform is obligatory on all school days and at official functions. It is the duty of the parents/guardians to see that students come to school neatly dressed in the prescribed school uniform. The uniform is detailed below:

- Normal uniform on all weekdays except Wednesday and Friday Sports Uniform on Wednesdays and Friday
- Black leather shoes - Action, Bata or campus (to maintain the uniformity in the school). Please see that the black shoes are polished every day and wear properly cleaned white socks.

HAIR STYLE

Hairstyle shall be treated as part of school uniform.

- Elaborate/fashionable hairstyles are strictly not allowed.
- Boys: neatly trimmed hair.
- Girls: Long hair – plaited with ribbons or black hair bands, Medium long hair pony tail with black hair bands.
- Bob cut hair – wear black hairband.

Hair bands should be properly pinned away from the forehead & eyes.

Please Remember It is mandatory for all students to wear their school ID card while in the school campus.

- It is compulsory that all students come to school only in the stipulated school uniform even on days of special functions and rehearsals, unless specified otherwise.
- The uniform skirt or pinafore should be of knee length.
- Low waist pants are not permitted in campus.
- The shirt is to be tucked in properly.

- The buttons of the Shirt should not be kept open.
- Girls must use only black hair bands and clips.
- Girls must wear slips or tights as applicable to their uniform.
- Shoes must be clean and neatly polished.
- Personal hygiene is to be maintained.
- No jewellery is permitted except small ear studs for girls.
- Students are not permitted to:
 - ❖ Grow/polish their nails and use of mehendi.
 - ❖ Colour their hair.
 - ❖ Wear multiple ear studs.
 - ❖ Use kajal / eyeliner / eye shadows / sparkling bindi.
- Boys must have their hair cut every month.

If a student makes any alteration in the pattern or the stitching of the uniforms as is prescribed by the school, disciplinary action may be initiated by the authorities, after making a record of a warning in the Student's Academic Planner. Kindly go through the uniform policy in the student almanac.

MEETING TEACHERS AND COORDINATORS:

Parents can meet the teachers and coordinators on 3rd Saturday between 1pm to 3pm.

MEETING PRINCIPAL:

Parents can meet the principal on all the week days between 3pm to 4pm with prior appointment only and on 3rd Saturdays between 1pm to 3pm.

Note:

1. Parents are requested not to collect their ward from the school during school timings until and unless there is a genuine reason as it disturbs the class environment.
2. School will be working on all Saturdays from 22nd June (except for 2nd Saturday) to 31st August for grades I to IV also to ensure that the portion is completed hassle free due to the change in the reopening day as per the government GO.
3. The Co-Curricular Activities will start from 8th July after the students have settled in the Academic Year.
4. In case of any concerns/information/appreciation kindly send a mail to the following mail id's marking a cc to principal@vistaschool.edu.in:
 - a. Nur to Grade II - prycoord@vistaschool.edu.in
 - b. Grade IV to Grade VI - midschoolcoord@vistaschool.edu.in
 - c. Grade III, VII to Grade X - highschoolcoord@vistaschool.edu.in
5. In case of any transport related issues call the following numbers:
 - a. Nur to Grade IV – Shwetha - 9704090808
 - b. Grade V to Grade X – Sireesha – 7032132222
6. Kindly send the perforated sheet with all the details filled along with the mail id as we will be sending all the circulars as a soft copy from this Academic Year to the father's mail id as default (which is taken as the primary mail id). In case you want the mother's mail id as the primary id, please do mention the same on the sheet in the diary as the school is planning to go green. Secondly the class teachers will be sending the weekly transaction to the primary mail id on every Saturday.
7. Also note every circular sent as a soft copy will be uploaded on the Neverskip App too and a sms regarding the same will be sent, so kindly download the App.

We request you to cooperate with us.

Regards

Ms. Shanti Priya

Principal