

Sarala Birla Public School

Mahilong, Ranchi

PARENTS' ORIENTATION SHEET (2021-22)

Pre-Nursery, KG- I & KG- II

Date: 20/03/2021

Points to remember for the session 2021-22:-

New session for classes Pre-Nursery, KG I & KG II will start from 01.04.2021.

1. The students will have online classes through Microsoft Teams app. The schedule and other details for the classes will be uploaded on the website.
2. Encourage your ward to regularly attend the classes. 85% attendance is required to be maintained throughout the session and in each month. In case of online classes, a student needs to attend all the periods in a day as per the schedule.
3. Students should be in proper school uniform while attending the classes.
4. Please cover all the books and copies properly and label them according to the book list.
5. The syllabus will be uploaded on the website at the beginning of the session to keep you informed of the curriculum to be covered during the session. This also helps you reinforce school work at home. Please keep this handy and check it every day.
6. There will be four Periodic Tests during the academic year. Please follow the schedule and syllabus for the portion.
7. Notices are sent through SMS, Broadcast or E-mail. Please make sure your correct mobile number and mail ID is given to school and respond to the phone call promptly.
8. SBPS conducts PTM (Parent Teacher Meet) at regular intervals. Take advantage of that opportunity to show your child how sure you are that school is a wonderful place with kind people and lots of learning adventures in store.
9. Every child of SBPS will participate in the school functions held during the academic year. This is an important part of the child's development and helps in confidence building.
10. A holiday list is given in the almanac. Please go through it carefully.
11. Any leave without prior information during exams is strictly prohibited. **No retest will be conducted.** In case of leave for medical reason you will have to submit an application along with the doctor's prescription and pathological report.
12. Acknowledge your child's strengths, shower praise on him/her and gently help to overcome his/her weaknesses.
13. You are the greatest influence in your child's life. No one knows and cares for your child more than you do. The school is a natural extension of home. The teachers and parents play a complementary role, acting in partnership to support and develop the child.
14. Set the stage for success by speaking positively and confidently about school and teachers to your child. Do not criticize the teacher/staff/school system in front of your child.
15. Reading/telling stories to your child is invaluable. Read with enthusiasm and delight. Talk about the pictures and the characters with your child. Talk about the great personalities. Narrate stories of Panchtantra and other moral stories.
16. Language foundation is laid at home. Teach your child the value of speech, the art of conversation and listening. School reading schemes need to be reinforced with cozy reading sessions at home that will develop a thirst for books. It will take a lot of effort to get your child addicted to books but will be well worth the effort in the long run.
17. Your views are important to us. You can put up your views by calling at the reception (9507035717/9507035987) during the school hours or mail us at info@sbpsranchi.com.
18. SBPS Child App - 'गणआक्ष' is launched for each student. Through this App, you will be able to access your ward's Profile, Fee Payment details, Attendance, Result, Syllabus, Assignments and other details and you can also post your queries.

POINTS TO BE FOLLOWED WHEN OFFLINE CLASSES COMMENCE:

1. Please label all the belongings of your child neatly. (Bag, pencil-box, bottle etc.)
2. Please ensure that your ward carries the school almanac to school every day. Please check and sign the almanac regularly.
3. Please go through the school almanac and complete it in all aspects.
4. Frequent changes in student's profile is not appreciated but if at all it is required then please follow the format provided in the school almanac.
5. For leave and for change in bus no. or bus stoppage please follow the format provided in the school almanac.
6. Be regular in writing the absence note in the regularity record of the school almanac.
7. Send the student in proper, neat and clean uniform along with a mask.
8. Each child is given two ID cards (one Student ID card and one Parent ID card). Student should wear the ID card daily.
9. Please ensure that the person collecting the child from school/bus stop is carrying the Parent ID card. Please do not give the Parent ID card to the child. Do not leave the card in the child's school bag. In case the ID card is misplaced, please inform the school office or the class teacher immediately. Another card will be provided against a deposit of `100/-.
10. At SBPS, our endeavour is to make your child independent. We request you to make sure your child's bag is comfortably put on his/her back so that he/she is able to walk and climb the stairs easily. The bottle too should be small and light preferably one with a strap, rather than a sipper.
11. Meal time is seen as a valuable social learning experience and therefore it is given importance in school. Please stress on green vegetables. No junk food is allowed in school. Please ensure that the tiffin box you send to school can be easily opened by your child. A napkin, plastic spoon/fork and a sanitizer should also be given. Please let us know if your child is allergic to a particular food. Please do not over stuff the lunch box with more than what the child can eat. Please follow the suggestive food chart given below.

Monday-	Dosa/Cheela/Idli/Dhokla
Tuesday-	Puri/Stuffed Paratha + Potato/Vegetable
Wednesday-	Sandwich + Cake
Thursday-	Bread/Paratha + Paneer
Friday-	Poha/Upma/Fried Rice + Sweets

Minimum 2 slices of seasonal fruit and sprouts are compulsory in the lunch box every day.
12. Your child must wear the school uniform everyday. A handkerchief or a small napkin should be pinned to your child's dress with safety pin.
13. Your child must not wear any expensive jewellery to school.
14. Please do not send attractive and expensive items. (Toys/expensive pencil box/lunch box etc.)
15. Help your child learn self-help skills including using the washroom properly, washing hands, managing buttons and zippers, putting on sweaters, opening snack packets and recognizing his or her name in print.
16. Help the child to be austere. On his/her birthday send him/her with toffees for each of his/her classmate and teacher or you may send a birthday sapling which will be planted in the school. Please do not send any gift for the teachers or classmates.
17. On PTM day classes will remain suspended. Parents are expected to come with their ward at the time allocated to them in the circular to view their child's progress. It is compulsory for your child to wear the school uniform on PTM day.
18. Please do not send your child to school if he/she is sick as there is a high risk of cross infection. If your child feels unwell in the school, you will be intimated.
19. You can easily track your ward's bus status through the web portal or mobile app. The details of the same is mentioned in the notice uploaded on the school website.