

D.A.V. PUBLIC SCHOOL

No. 19, Sitaram Nagar, Velachery, Chennai – 42

Date: 28.03.2024

IMPORTANT INFORMATION FOR STD. XII (COMMERCE) – 2024 - 2025

Dear Parent,

Greetings from D.A.V.P.S.!

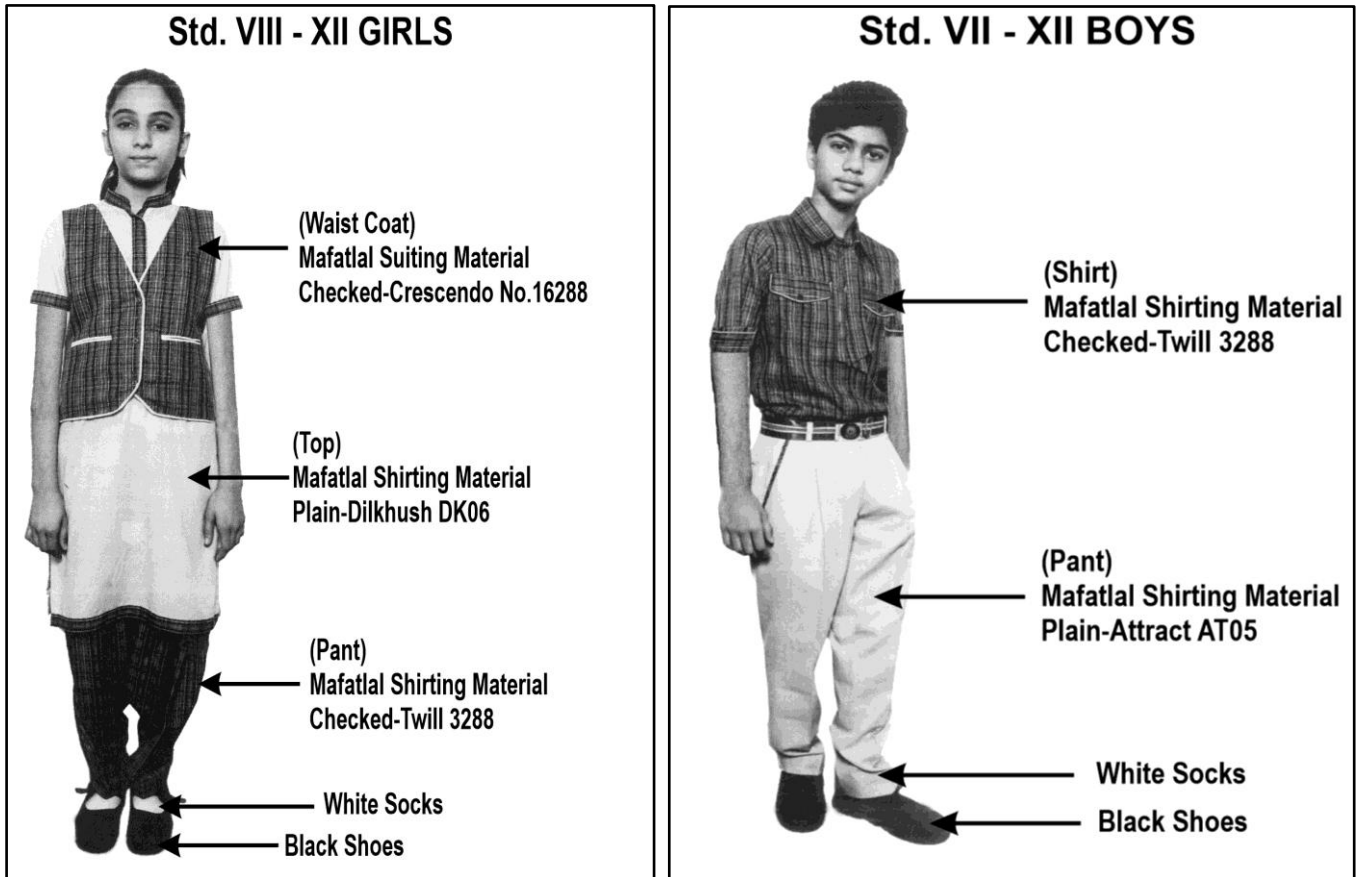
- 1) **COMMENCEMENT OF NEW ACADEMIC YEAR (2024-2025):** We propose to commence Classes for the Academic Year 2024-2025 from **03.04.24(Wednesday)** and the last working day will be **30.04.24(Tuesday)**. Any change in dates will be notified.
- 2) **CLOSING FOR SUMMER VACATION:** The School will be closed from **01.05.24 (Wednesday)** and is proposed to open after Summer Vacation on **03.06.24 (Wednesday)**. Any Change in dates will be notified.
- 3) **REGULAR SCHOOL TIMINGS:** **8.30 a.m. to 3.40 p.m.**
 - a) **Identity Card:** During Pre-Vacation Classes for easy identification, Students should wear Identity Card of previous class (2023-24) until the ‘New Identity Card’ is issued.
 - b) **unctuality:** Plan your time to leave home (keeping in view the traffic congestion) in such a way, that the student can be dropped comfortably 5 to 10 minutes before the ‘**School Reporting Time**’.
 - c) **School Office Visiting Time for Parents:** 9.00 a.m. to 9.30 a.m. on all weekdays.
4. **INFORMATION ABOUT LEAVE:** Parent must positively inform School about Student’s absence, through School’s leave email **davpsleave@gmail.com**, addressed to Principal before 8.00 a.m. Leave has to be applied only in School’s Prescribed ‘**Leave Letter Format**’ which is posted in the ‘Portal’ and refer ‘**Leave Rules**’ in it. The Printout of the ‘**Leave Letter Format**’ should be taken and submitted on the next joining day itself to the class teacher through your ward when the Leave is availed.
5. **STUDENT PARTICULARS FORM:** Parents should submit the ‘**Filled-in**’ Student Particulars Form on or before **10.04.2024** to the Class Teacher, as this is a very Important Resource for maintaining School Records and for contacting Parents in case of an Emergency.
6. **IDENTITY CARD, PHOTOS AND LABELS:** i) Student Identity Card ii) 5 Stamp Size Photos and iii) Labels with Student’s Photo (40 in numbers) will be supplied on payment by the Service Provider tentatively during 1st Week of June, 2024 and the same will be intimated.
7. **TEXT BOOKS & NOTE BOOKS:**
 - Parents are advised not to bind the Textbooks and Notebooks.
 - Textbooks can be preferably stitched to keep them in good condition for the entire year.
 - All the Textbooks and Notebooks should be covered with transparent lamination sheets.

Parents can purchase the ‘**Classmate Note books**’ on their own as per the quantity & type mentioned below.

S. No.	Note-Book Types	Classmate Size (cm)	Pages	Cover	Subjects	Quantity
1	Single Ruled	31.4 X 19.4 (Legal-Long)	160	Soft	- Economics - 1 - Business Studies - 1 - Accountancy - 3 - English - 1	6
2	Unruled	31.4 X 19.4 (Legal-Long)	160	Soft	Mathematics	4
3	Graph	28.0 X 22.0 (Graph Note Book)	64	Soft	Mathematics	1
4	General Practical Note Book	28.0 X 22.0 (Practical Note Book)	240	Hard	Mathematics	1
5	Drawing	42.0 X 29.7 (A3)	40	Soft	Drawing	1

8. **LABELLING:** For easy identification of Textbooks, Note books, Lunch Bag, Water Bottle, Lunch box and other belongings, the student carries to School should be labelled with the student's Name, Class and Section.
9. **REGULAR SCHOOL UNIFORM:** Parents are required to get 3 'Regular School Uniforms' stitched, as per the Uniform Pattern and Fabric Specifications given below. Students should wear the Regular Uniform on Monday, Tuesday, Thursday and Friday. They should wear White Socks & Black Shoes as shown in the picture. School Belt is mandatory for the Boys.

REGULAR UNIFORM PATTERN WITH FABRIC SPECIFICATION



10) **WEDNESDAY SCHOOL UNIFORM:**

Wednesday Uniform will be supplied to the Students by the Service Provider tentatively during 1st week of June 2024 and the same will be intimated. **Students should wear this Uniform with White Canvas Shoes and White Socks on Wednesday. No other type of shoe is allowed.**

11) Kindly note, we strongly advise against student wearing expensive accessories like gold ornaments, Smart watches and other jewellery and bringing fancy stationery items to school. This is to ensure their safety and School will not be responsible for any damage or loss.

12) **The Security Staff at the gate has been strictly advised not to accept anything from parents or guardians to be passed on to the students. This step has been taken on advice of the State Government Authorities. Students should be picked up only from outside the School gates. Parents/car/auto/private van drivers will not be allowed inside the School premises during dispersal time. Co-operation of all concerned is solicited for safety of the Students.**

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