

### Circular for Offline Classes

Dear Parents,  
**Salam!**

We are pleased to inform you that we welcome the decision of the state government to declare the opening of schools for Classes IX & X and accordingly you are informed that our school is opening to facilitate classroom teaching, doubt clearing session, practical classes and orientation examination offline.

Please note the following with respect to the opening of school:

1. The school will open **Only** for Class IX & X from **Monday 15<sup>th</sup> February 2021**.
2. The school will run as per the timing given below:

<b>Class IX &amp; X Girls</b>	<b>08:45 a.m. to 01:00 p.m.</b>
<b>Class IX &amp; X Boys</b>	<b>10:15 a.m. to 02:30 p.m.</b>

3. The students are required to follow all instructions given below:
  - i. Students will be allowed entry to school only in **School Uniform**.
  - ii. Entry to school will be on '**No mask, No entry**' policy.
  - iii. Students must patiently wait at the gate to let officials validate the entry as per the process in line with **SOPs** from the state & central government.
  - iv. Students must be in their mask at all times and keep to their place/seat towards maintaining social distancing norms.
  - v. Students must carry their own water-bottle, lunch box and sanitizer.**
  - vi. Students are expected to **exhibit high level of discipline** and adhere to all instructions for the customised arrangement towards their immediate academic needs and interests.
4. Parents must not send their ward to school if they are suffering from fever/ cold or any form of uneasiness and must report to school of his/her absence.
5. It is advisable that parents make arrangements for self-transportation for their ward. **However, in case of queries related to the transport, you may contact 8017202762.**
6. **You are being sent a consent letter as well. You are required to print and fill-up the form and submit physically at the school office at any unit by 11<sup>th</sup> Feb. 2021.**

Other details of classes and daily routine will be communicated in the official WhatsApp group for the respective classes in due time. We wish all our students good health and seek cooperation of our parents.

Thank you.

**Academic Head**

**06-02-2021**

**Parent Permission / Consent Letter**  
(To be printed and filled-up)

**The Academic Head,  
JIS  
Kolkata.**

**Sub: Consent for allowing my ward to attend offline classes.**

I \_\_\_\_\_, father/mother of \_\_\_\_\_,  
who is studying in Class \_\_\_\_\_ hereby, give consent for my ward to attend offline classes  
conducted by your esteemed institution. He/ She will adhere and strictly follow the  
precautionary measures and guidelines as prescribed by school regarding his/her attendance  
to offline classes.

**Guidelines include:**

1. My ward will carry Sanitizer, Wear Face Mask, Carry Water Bottle, Lunch Box and maintain social distancing.
2. My son/daughter is well aware of the preventive measures and the precautionary measures as mentioned in the circular and I agree to ensure that they are followed well by my ward towards his/her well-being.

**Thank you.**

\_\_\_\_\_  
Signature of the Parent  
(Father/Mother/Legal Guardian only)

Full Name: \_\_\_\_\_

Relationship with the child: \_\_\_\_\_

Date of Consent for Offline Classes: \_\_\_\_\_