

SACHDEVA GLOBAL SCHOOL**CIRCULAR – COMMENCEMENT OF NEW ACADEMIC SESSION (2026-27)****CLASSES: BALVATIKA 3(UKG)- CLASS II**

March 27, 2026

Dear Parents,

Hearty greetings from Sachdeva Global School

“Education is the kindling of a flame, not the filling of a vessel.” – Socrates

It gives us immense sense of gratification and fulfilment in completing yet another academic session on a successful note. With holistic learning along with personal mentoring, we hope that your ward is now equipped and equally passionate to initiate a new chapter of learning.

It is time to move to the new academic session, 2026-2027. The new academic year brings in the renewed energy and resolve to fulfill all that has been planned for the students. There are new goals to identify and work upon that will go a long way in shaping the students' attitude and developing their overall personality. There is no doubt that we still have routines and protocols to follow, but we are confident in being able to start the school year positively. It will be our endeavour to ensure that a safe and sustainable healthy environment prevails throughout.

With a firm belief that the parents would extend co-operation and support as always to help us build holistic personality of our students, here are some important points and we request all our parents to adhere to them.

1. The School Timings are **08:45 a.m.- 12:45 p.m.** Students are not allowed to enter the school before 8:35 a.m. Parents are advised to adhere to these timings strictly.
2. Students are required to come in proper **summer school uniform** w.e.f. **Wednesday, April 1, 2026.** Hair neatly tied up for girls and to be cut short for boys.
3. **Google Classroom** will be continued for sharing school circulars, notes, assignments, etc.
4. School gates will be closed at 08:45 a.m. If a student reports late to the school on a particular date (till 08:50 am), he/she needs to enter from **Gate No.3** and the same will be marked in the late coming record given on the last page of the school almanac. His/ Her name will be entered in the late comers' register and will be allowed to enter the school with a warning. Three or more late comings in a month will result in the student being sent back home.
No telephonic requests with regard to this will be entertained. Parents are requested to adhere to this rule.
5. Parents are advised to be present at the school gate 5 minutes before the dispersal time to pick up their wards.
6. **Arrival and Dispersal** of the students will be done from the school gates as follows:

CATEGORY	GATE NO
PARENT PICK UP	GATE NO. 2
VAN GOERS	GATE NO. 1
BUS ROUTERS	GATE NO. 3

7. Parents and Students must continue to carry the old **I-Cards** till the new ones are issued. At any point in time, students will be handed over only to the person whose photograph is affixed on the I-Card.
8. Students should come to school **ONLY if MEDICALLY FIT** (even on the day of a marked activity/assessment). In case of a medical leave, a medical certificate (issued by a MBBS Doctor) in original will have to be submitted on the date of joining at the School Reception.
9. There is no provision for half day for the students on the date of a scheduled assessment/activity or otherwise.
10. Please ensure that your ward carries all the required belongings for the day in the morning itself. No item will be allowed to be passed on to the student from the school gate during the course of the day.
11. Bullying/ use of abusive language/ gender or religion specific comments whether in or out of the school or even in social media is punishable and will be dealt under relevant legal sections.
12. Strict discipline is to be maintained by the students. Student and Parent must go through the discipline policy given in the Almanac.
13. Parents to ensure that their ward is regular in attending the school. A minimum of **75% ATTENDANCE is mandatory** as per the CBSE guidelines.
14. For any kind of leave, prior permission from the school authorities is a must. In case of absenteeism of 1-2 days, leave record given at the back of the almanac needs to be filled. Beyond that, a written application will have to be deposited at the reception or an e-mail to be sent on school e-mail id, info@sachdevaglobal.in
15. The parent is advised to check the Almanac, Google Classrooms and Student portal on the school website on everyday basis and acknowledge the teacher's notes. For any queries, parents must use the school almanac as a medium of communication. In case of an emergency, the school reception must be contacted.
16. Birthdays are special days. However, please ensure that the students come in proper school uniform and do not bring fancy or expensive gifts for the students or teachers. Only candies will be allowed for distribution.
17. The parents must attend PTMs regularly. If required, you can meet the teacher on any working Saturday with prior appointment.
18. Please dress appropriately and formally when visiting the school for any reason. Keeping in mind the dignity of the institution, refrain from wearing shorts/night suits/gym clothing/lounge wear when entering the school premises to pick or drop your ward.

Looking forward to your cooperation.

Regards


Miti Dhingra
Head of School