



KIRDAR ACADEMY SCHOOL SYSTEM

AFFILIATED WITH LAHORE BOARD

WELCOME LETTER



Respected parents,

Dated: 03-04-2017

The Management of KIRDAR ACADEMY SCHOOL SYSTEM welcome your child for the session 2017-2018. As usual we'll try and do our best to see that your child get good schooling. Your full co-operation will be needed to us to carry on our work. The child, too, must do his/her bit by following **all the school rules** and being well mannered, obedient and pleasant.

Following are some points/information to be followed:

SCHOOL TIMINGS

With Effect From : 03 -04 -2017

TIMINGS:

MONDAY TILL THURSDAY

Play Group: 08:15 AM to 11:45 AM

Nursery & Prep: 08:00 AM to 12:15 PM

Class One to Matric: 07:30 AM to 01:00 PM

ON FRIDAY

Play Group: 08:15 AM to 11:30 AM

Nursery & Prep: 08:00 AM to 11:55 AM

Class One to Matric: 07:30 AM to 12:15 PM

- ⊕ Please cooperate with us by seeing to it that your child is very regular. **Leave** should be taken only in case of illness and an application sent to the office about it the very next day. Attendance is extremely important for a child's progress and development. Please always inform the office whenever your telephone & address changes.
- ⊕ **Hair** should be cleaned and trimmed regularly. Boys should have the ordinary style of hair, cut short at nape & sides. No fancy hair cut, burger -cuts or fringes of any sort are allowed. Girls with long hair can have two plaits and with short hair can put a plain black Alice band/ hair clip. Nail should be trimmed and scrubbed.
- ⊕ **Tiffin boxes** should have the **full name of the child in the bold marker print**. Please send only dry food items for recess like sandwiches, biscuits, brownies etc.
- ⊕ It is essential that your child have a full breakfast before coming to school. He/she also need to sleep early to be fresh in the morning.
- ⊕ Since **English** is not our mother tongue, the children get to hear it very seldom. It would help if the parents encouraged them to speak it at home and develop the daily habit of reading books. At first daily reading of stories by parents for the children will help to **motivate an interest in reading**.
- ⊕ Please check the **home work diary** on daily basis & sign it. Any message from the parents should be sent in the child's diary.
- ⊕ **Pick your child at right time from the school.**
- ⊕ **BIRTHDAYS:** If you wish to celebrate your child birthday, kindly send only a **Cake & Packets of Candies**.
- ⊕ Tuition is not advised at all but if you think your **child needs extra help**; please feel free to discuss the matter with **the Management**.
- ⊕ We **earnestly need your support and cooperation** and look forward to **productive relationship**. Together we shall be able to provide the best possible **learning environment** for your child & make him/her a **happy and confident individual**.
- ⊕ Looking forward to an eventful and successful year.

Best Regards

Zaheer Ahmad Qureshi
Director