

# PODAR INTERNATIONAL SCHOOL, VIJAYANAGAR, MYSURU

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Circular to Grade 1 to 5

23 May 2024

## Subject: Student's Diary

Dear parent,

This is to bring to your kind information that the student's diary will be issued to the student. You are requested to pay Rs.150/- by cash to the class teacher. The amount can be sent along with your ward. Please refer to the school diary for the following details. If there is any change to the things mentioned in the diary will be brought to your notice by sending a message through the school portal.

- The school diary will be used for the written communication between the parent and the school. Any immediate message from the teacher or from the parent, homework and student set goals will be communicated through the diary.
- Dictation words will be given in the diary by the subject teachers on a day today basis. (Grade 1 to 5)
- Details of the common holidays (Dussehra Vacation, Diwali Vacation, Christmas Vacation & Summer Vacation).
- Authorized Gazetted Holidays (Students & Teaching Staff)
- School Office Holidays (Admin Staff)
- Assessment Dates (2024-25) - Half Yearly Exam, Yearly Exam (III to VII) & Grade 9 & 10 periodic exams.
- THEME based activities throughout the month and year.
- Month wise Special Assembly details
- Open House Dates (Parent Teacher Meeting)
- Appreciation stickers for the students will be pasted in the diary.
- Declaration Form – this needs to be filled in and sent to the class teacher.
- Appendix D - this needs be submitted if the student is using the school transport
- Appendix D1 – this needs be submitted by the student who is using private vehicle transport
- School Information Page
- School Fee installment schedule
- Safety Rules, Rules and Regulations etc.

With regards,  
Class Teacher