

Guidelines for Parents

The parents and the school need to establish an active partnership to nurture the fundamental values of punctuality, regularity, and discipline in students. It is crucial for parents to read the guidelines below and teach students to respect school discipline and take pride in it.

Punctuality

● Offline Classes

1. Parents must ensure that their wards join the school on the notified date at the beginning of the term. Students should be punctual and report to school in accordance with the school's winter and summer timings.
2. Please ensure that your ward revises lessons and submits assignments and projects well on time. The school almanac provides a detailed description of the year-round activities.

● Online Classes

1. The e-learning module includes videos, assignments, and question banks for all the content taught. Parents should ensure that their wards utilize this facility to keep pace in the class.
2. Please make sure that your ward follows punctuality and etiquettes while attending online classes, as the school is functioning with an integrated approach of online and offline studies.

Communication

1. Parents/guardians are urged to refer to their ward's school almanac daily for important instructions. Remarks made by the teacher in the almanac should be countersigned as proof of having read them. Failure to do so may undermine the purpose of the remarks.
2. Please include your child's admission number, class, and section clearly in all communications to the school.
3. Notify the school promptly of any change in your address, designation, or telephone number by submitting an application to the class teacher.
4. Check the school portal/mobile app regularly to stay informed about school activities and other relevant information. Utilize the communication facility in the school app to communicate problems or provide suggestions at various levels.
5. You can meet the Principal/Wing In charges/Teachers during the visiting hours mentioned on page no 21. Prior appointments are appreciated unless there is an extreme emergency.
6. Kindly direct your suggestions/complaints, if any, directly to the Principal at suggestionbox@dpshardwar.com.

Responsibility

1. Parents are expected to attend all Parent-Teacher Meetings (PTM), both offline and online, as scheduled in the school almanac(Pg. 23-26).
2. Ensure that your ward actively participates in all school activities, including games, sports, and other co-curricular activities.
3. Please instruct your child not to bring any valuable articles to school. The school will not be responsible for the loss of valuables.
4. Mark all belongings of your ward with their name, admission number, class, and section.

Safety

1. Parents are requested to personally see off and receive their wards at the bus stop, especially for Classes Prep Jr. to Class III. The school's RFID system assists parents in this regard.
2. Avoid collecting your wards during school hours. In case of emergency, parents should come in person or send an authorized person, whose photograph is pasted in the almanac, along with an application. Additionally, parents must convey the message telephonically to the In-charge concerned.
3. Exercise caution when hiring an auto-rickshaw or any private vehicle for your child's commute. Drivers should have proper identification proof, including name, vehicle number, license number, and residential address.
4. Ensure that your wards pack their school bags carefully for the day. No items like lunchboxes, pencil boxes, books, activity materials, or musical instruments will be allowed in the school after the school starts. In exceptional circumstances, these items may be received only through Gate No. 1 after ensuring proper identification of the sender.

Consideration

1. Parents are kindly requested not to send their wards to school when they are suffering from or showing symptoms of any infectious disease.
2. Children will not be allowed to leave school premises during school hours. Parents are requested to avoid scheduling social engagements or medical appointments during school working hours.
3. Parents are requested not to enter the classroom to meet their wards.
4. It is advisable for parents to refrain from giving excessive pocket money to their ward(s). If money is provided for purchasing food from the school canteen, please limit it to Rs. 50/-.
5. Before making any inquiries regarding activities or examination over the phone, parents are advised to consult the school calendar, date sheets, and other relevant circulars.
6. Wards of parents, who avoid meeting school authorities when they are advised to do so, may not be allowed to attend classes until the parents meet the authority concerned .
7. Please refrain from criticizing the school or teachers in the presence of your child. If there are legitimate complaints, kindly approach the Wing Coordinators / Vice Principals / Principal.
8. Parents are requested not to send sweets, toffees, or any other edibles to celebrate their ward's birthday. At most, one pencil per child may be sent to the class teacher. No gifts or sweets are to be sent for the staff members.
9. Parents are requested not to include non-vegetarian food in the lunch box.

Eco-Friendly Approach

Our school is a polybag-free zone. We request all parents not to send or bring any articles in a polybag to school.



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**DPS
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Parents are considered the first and life time educators, hence children learn a lot from them. Here are a few suggested practices to contribute to the overall development of your child and foster a healthy rapport:

1. Incorporate newspaper articles or television news/programs in your discussions.
2. Develop the scientific temperament of your child by exposing him/her to the latest research and innovations.
3. Cultivate a reading habit in your child. Gift books on special occasions to instill this habit and to develop a longer attention span.
4. Involve your child in everyday chores such as bank work, bill deposition, filling out tax forms, etc.
5. Always encourage inquiry and be a passionate listener to their problems.
6. Inculcate good moral values by setting examples rather than just preaching. Create a positive and healthy environment at home.
7. Be a facilitator, not a spy. Share your views and interests, and be open to your child for day-to-day problems.

Your path to success is
unique.
Don't waste energy
comparing yourself to others—
Find joy
in your journey.
your journey is yours alone.

