



PODAR INTERNATIONAL SCHOOL, BENGALURU

(#3/2, Basavanapura, Hommadevanahalli, Off Bannerghatta Road, Bengaluru-560083, email: principal.blr@podar.org)
Ref.No. PISB/CIR/1/2022-23 24 May 2022

Dear Parents,
Greetings from Podar International School (CISCE), Bengaluru!

We have worked through the vacation to start another bright academic year after the pandemic to enhance your ward's academic strength, social skills and adaptability. We are committed to keep your trust with Podar International School and bring innovations.

As we commence, we seek your cooperation in order to continue to give our best to the students.

Books and Uniform - Many parents are upset about the delay in the delivery of consignment. The backlog will be cleared and parcels are being delivered on priority. Any issues should be brought to the notice of Mr.Prakash, Sr.Admin Manager. If you have placed an order and not received it yet, we will be liberal with students for some time.

Please take a note of the following points to understand the system-

All communication will be only through Between Us for the academic year 2022-23.All WhatsApp groups formed during online classes will be dissolved.

School Timings:

Monday to Friday: 8.30 a.m. to 3.00 p.m.

Saturday: 8.30 a.m. to 12.30 p.m.

The 2nd and 4th Saturdays are holidays for students.However, the school reserves the right to call students if needed for completion of syllabus or for special occasions, even on all Saturdays. Information will be sent in advance whenever such need arises.

Bridging the Gap: In these two years of pandemic, students have lost their numeracy, literacy and writing skills. The school has the responsibility of bridging the gap caused due to loss of regular schooling. As a consequence, we are putting on hold the hobby classes for the time being and the time will be utilized in helping students to build their basics. However, other co-curricular activities of the school will continue. In fact, we are introducing club activities and lab classes wherever applicable. The practical life skill sessions will also be held in both the terms. We are happy to announce that Innovation Lab classes will now be held from classes I to IV also in addition to grades V to VIII, where the children will be introduced to age appropriate contents of coding, robotics, virtual reality, etc.Those parents who have not seen the Innovation lab are welcome to visit the same on a 2nd or 3rd Saturday.

Meeting with teachers: Parents can meet teachers on Saturdays between 1p.m. and 1.30 p.m. and on other week days between 3.30 and 4.00 p.m., if needed.

No requests for change of teachers or sections will be entertained from any parent. It is the prerogative of school authorities to allot children in different sections, on random selection basis.

Children who are walking or coming by private vehicles to reach school must report by 8.25 a.m., without fail. The parents who drop them should take the responsibility to avoid their own children feeling embarrassed by reaching late and facing detention. Further, it is a lesson in punctuality we are trying to inculcate. The school reserves the right to be lenient or strict depending on the situation on each day. Students dropped by parents should be picked up before 3.15 p.m., after school hours without fail. Students who reach late will lose that day's attendance, automatically.

Students will not be permitted to go home in the middle of the day's session except on medical grounds or in an emergency. Parents should not come to school seeking permission to take home when the school session is still in progress.

Students have been shuffled in classes with two or more sections. New list has been displayed for students. It is once again reiterated that no request to change sections will be permitted, since it is the school's prerogative.

Uniform Schedule: Students need to wear track pants and T shirt on Wednesdays and Fridays and school uniform on other week days. Please ensure that students follow the schedule.

MonkeyBox –Parents who want a hassle-free delivery of lunch or breakfast (**at a price**) for their ward can opt for Monkey Box, which delivers nutritious and healthy food directly to school from its central kitchen. Details regarding the same can be sought from Sr. Admin. Manager Mr. Prakash Jayaram.

School Diary: The school diary must be purchased from the school fee counter against a payment of Rs. 150/-. It has two declaration forms for the parents to fill in the latest details. Please take time to fill in these two forms with information and postal address required by the Karnataka Education Department and the school office with identical details and **return to us latest by Monday, 30th May 2022, without fail.** Parents must keep the school office informed if there is any change in their residential address or contact details.

Parent ID Card: Id card will be sent in due course. You are requested to fill in the details accurately and affix a stamp size photograph of your ward along with photographs of the parents or guardian applicable and return it for attestation by the Principal by 10th June 2022. The school reserves the right to ask parents and persons coming to pick up students / visiting the school to produce the ID card at any given time. **Permission to let any child go with**

relatives or any other escort will be denied if parent's ID card is not brought in the interest of students' safety. Arguments with school officials at the time of pick up will not be acceptable if the parent ID card is not produced when asked. Parents are requested to kindly cooperate with the school in this regard, in the best interest of their own children's safety.

Portal: Your contact ID to interact with school staff through the portal has been communicated by Email. If you face any problems in this regard please contact Ms.Indumathi.S, Vice- Principal. Regular logging in to www.betweenus.in will help you in following up your child's progress. **We have arrangements to send SMS from school.** It will go to one priority number mentioned in the diary declaration form. School fees can also be paid through this portal.

Homework Messages: The word limit in the SMS option of betweenus.in restricts sending of complete homework messages. To overcome this issue, **homework related messages will only be sent to your BetweenUs inbox as a message and not as an SMS henceforth.** Kindly download the betweenus app (available for both android and iOS users) to ensure hassle-free access. Parents should check school diary regularly for individual information from teachers or the Principal.

Field Trips: As part of our extended learning activities, field trips will be conducted for students. We request parents who can help us either visit their places of work (in case of factories, manufacturing units, composting plants etc.) or have contacts in industries to kindly contact -the Vice-Principal with details. The same can also be mentioned in the declaration form in the diary.

Bridge Course: As a part of curriculum development bridge course has been introduced for Std.I English & Math from A.Y 2022-23. Books are available in the school, the same can be collected by paying Rs 320 from the school office.

Club Activity classes: Students can select the activity of their choice as per google form shared.

Newspaper in Education - NIE: The school arranges to provide children's edition of TOI for 180 days in the academic year, which comes with educational puzzles, riddles etc. apart from news. It inculcates the habit of newspaper reading among children. The TOI also arranges workshops, skill imparting sessions, etc to its subscribers. Parents to note that it is different from the regular TOI received at home. **Subscribing for the NIE is optional.** Students who wish to subscribe shall pay Rs. 360/- each towards its subscription. The details on the mode of payment for NIE will be shared in due course. In the case of Siblings only one subscription needs to be purchased.

Second Language: As per the directions received from the department of Education, Govt. of Karnataka, introduction of Kannada as a second language is mandatory. This will happen in a phased manner. As a consequence, students of Grades I and VI will learn two second languages (Kannada and Hindi). Students of Grade VII and VIII will continue to follow the old system of one second language and one third language for the current academic year.

Olympiad and Talent Search Exams: We arrange for conducting these in the school on an optional basis. As and when we receive notification we will inform you to enroll your ward's name by paying the appropriate fees.

School Bus: We take all precautions to make your child's bus journey safe. Students should be at the bus stop 5 minutes before the scheduled time. The buses can be tracked by the GPS system in order to avoid delays in reaching the stop. Each bus has 2 lady attendants, one of whom will get down to help children board or alight. Both parents and students should treat these ladies with respect since they are there to ensure the children's safety. **Children in particular should be told not to disobey them and should remain seated for safety reasons.** Bus will not wait beyond the scheduled time. Bus timings may vary compared to last year. It will take about a week before we settle down on bus routes and timings for pick up or drop. With the school growing and the number of routes increasing and Bannerghatta road shrinking because of Metro work, to make the children reach school in time we may cut down on the number of pick up/drop points, wherein students can walk a distance of a few metres to convert two points into one. Services into small lanes may be withdrawn and we would appreciate your cooperation. **If there is any inadvertent lapse on the reopening day do not panic or react angrily, but talk to the transport supervisor and get it settled amicably.**

The class wise list of pick up and drop points and timings will be communicated before 25th May 2022. For a few students, route numbers for pick up and drop may be separate. No bus facility will be provided if the 1st installment is not paid.

The weight of school bags has been a concern for all of us. To reduce this, we request parents to refrain from sending textbooks to school as teachers will use visualizers to display text book pages on the white board which can be seen by all children. So, children need not bring text books unless specifically told, to complete some exercises given in it. So please ensure that textbooks are left at home. We may withdraw this proposal if we face any practical problem when implemented, and teachers reserve the right to ask students to bring textbooks as and when needed.

Precautions:

Since the classes are starting offline after the pandemic, students can continue to wear masks. However, if the child is showing any symptoms like fever, please do not send to school. Whether travelling by school transport or escorted by parents, if the child is found to have temperature or any symptoms, the parents will be asked to take the child home. **There will be no canteen facility available.** Water cooler will be functional. However, you are welcome to send your ward with enough drinking water from home.

As responsible parents, please ensure that you follow up on your ward's study habits, diary notes from teachers, etc. on a daily basis. Please sign the diary note whenever received, without fail. Do send the personal detail sheets from the diary by 10th June 2022 to the class teacher.

Fees: The first installment of tuition fees (OLD ADMISSIONS ONLY) fall due before the start of the academic year. Pay them at the earliest to ensure your child's enrolment in the new class.

Please ensure that payment is made either by using bank credit slips or through the portal only. **Payment should not be made by RTGS or NEFT. If the fee is already paid, please ignore this message.**

It is mandatory to pay fees before the due date. The school authorities reserve the right to take appropriate steps if the cheque gets dishonored.

Keep checking with the school office regarding the due dates for fees payment.

Information is also available in the school diary.

School norms applicable to parents-

- Parents should not walk up to class rooms or beyond the I floor for any purpose without meeting the office staff or Vice- Principal.
- **Bringing mobile phones, smart watches with calculator, camera, etc to school is prohibited for students. Only analog watches are permitted. The school authorities reserve the right to seize them if found in student's possession.**
- **Students should not bring expensive jewels, watches, pens, etc. School authorities will not be responsible for any loss or damage if brought.**
- If your ward suffers from any ailment or disability that may hamper studies or regular school activity, it must be brought to our notice in writing so that we can take precautions.
- We keep liquid soap in wash rooms. Do not send medicines, hand sanitizers, etc. with your child. If any medication is needed during school hours get in touch with the staff nurse.
- Do not send junk food or non- veg. food/egg in the lunch or snacks box.
- Do not take children even in lower classes on long leave when the school session is on, as it will affect the child's studies.
- **Tests and exams will not be conducted again if a child misses it for any reason.**
- Students' blazers or sweaters must carry an indelible identity mark on the inner part for identification in case it is misplaced or lost.
- **Parents visiting school for any purpose should be dressed formally. Entry to school in nightgowns, shorts etc. is prohibited.**

We aim to make your ward's school life memorable with your cooperation.

Regards,



Principal