

PODAR INTERNATIONAL SCHOOL, DAVANAGERE

Circular to Grades 1 to 10

30 April 2026

Subject: Student ID Card Information Update (2026-27)

Dear Parents,

Greetings from Podar International School, Davanagere!

As we prepare for the commencement of the **Academic Year 2026 - 27**, we are streamlining our administrative processes to ensure a smooth transition for all students. A key part of this is the issuance of **New Student Identity Cards**.

To ensure your ward receives their ID card promptly upon reporting to school, we kindly request all parents to update the student information on the **Loop Portal** by using the parent login credentials.

Action Required

Please visit the portal and update the following details by clicking on the student profile. *If you have already completed this update, please ignore this message.*

Portal Link: <https://www.looplearning.com/>

ID Photo Guidelines

To maintain a professional and standardized look for our school identity, the photograph uploaded must strictly adhere to these requirements:

- **Attire:** Students must be in **Full Regular School Uniform** only.
- **Background:** Use a **Plain/Solid background (White color preferred)**.
- **Frame:** The photo should be captured from slightly above the top of the hair to the middle of the chest.
- **Position:** The head and shoulders should be positioned directly facing the camera.
- **Recency:** The photograph must not be older than **6 months**.



Sample Photograph for reference

Reference: Please refer to the sample image above for the correct framing and attire.

The same circular is available at: <https://www.podareducation.org/school/davanagere/davanagere-circulars>

Mandatory Information Fields

In addition to the photograph, please ensure the following fields are accurate:

1. **Date of Birth**
2. **Blood Group**
3. **Current Residential Address** (Including Pin Code)
4. **Primary Contact Phone Number**

Important Note: Identity cards will only be processed and issued for students whose information and photographs meet the guidelines mentioned above.

Should you require any technical assistance or clarification, our school office remains open and available to help you during working hours; 9.00 AM to 4.00 PM.

Warm Regards,
Team of PIS, Davanagere