

ST. JOSEPH'S SCHOOL

531/1 Sadwa Kalan, Naini

Ref. No. SJS/2018-19/002

CIRCULAR

10/2/2019

Dear Parents/ Guardians and Well Wishers,

MY GREETINGS TO ALL OF YOU. First and foremost, I take this opportunity to express my heartfelt gratitude towards each of you for all the cooperation and support that we have received all through this academic year. May the Almighty God fill you and your family with every grace and blessing and give you success in all your undertakings. May He keep you in good health of mind, body and spirit is our prayer for you. Kindly make a note of the following points regarding the final examinations and other important matters.

- 1. Final Examinations:** Final Examinations will commence from the 28th of February 2019, and the last paper will be held on the 18th of March 2019 for all the classes. Kindly see the time table overleaf and make a note of this. During the examinations, the school timings will be from 7.25 to 11.30 a.m. for all classes.
- 2. Use of unfair means:** Only hard and honest work will see them through. If any student is caught using unfair means, however small the offense may be, and such a student will not be allowed to continue with the paper nor will he/she be given any fresh answer scripts. Please counsel your ward about this. The students also have been advised not to use such easy methods as it might cost them one year.
- 3. Promotion Criteria:** Promotion to the next higher class is granted after considering the whole year's performance of the students and not of any one particular Examination/ test. Your ward is expected to obtain a minimum of 40% marks in all subjects. As it has been already mentioned in the School Diary and announced to students earlier, there is no provision for "Re-examination" or "Promotion on trial" for students who have been declared "detained". The result declared is final.
- 4. Absence during the Exams:** If your ward is unable to attend the school at the time of Examination for any serious reason, prior information in writing should be given to the Principal. If the absence is due to ill health, a medical certificate should accompany the application. Promotion in all such cases will be entirely at the discretion of the Principal. **No Examination will either be anticipated or postponed for students who absent themselves on a particular exam for whatsoever reason.**
- 5. School Fees:** Fee defaulters must clear all their dues before the 28th of February 2019. Those of you who have made the online payment, kindly deposit the photocopy of the E- receipt, in the school office, latest by the 27th of February 2019. Fee defaulters will not be allowed to write the final examinations.
- 6. Those parents who have received a message from the school office regarding the discrepancies in school fees, must meet the E-care department staff personally in the school office and sort out all the discrepancies.**
- 6. Withdrawals:** Parents/Guardians desiring to withdraw their wards from the school because of transfers, should inform the Principal in writing on or before 10th March 2019, failing which they will be required to pay School fees for the months of April & May 2019.
- 7. Parents of UKG students will fill up the ADMISSION FORM FOR CLASS- I and deposit Rs. 200/- in the office on the Result day, i.e., 28th March 2019. Timings will be from 8.00 a.m. to 11.30 a.m.**
- 8. Summer Vacations:** The school will remain closed for summer vacations from 15th May 2019 and will re-open on the 1st of July 2019.
- 9 There will be a compulsory ORIENTATION/SEMINAR for the parents on 1st April 2019, from 7.30 to 11.00 a.m.** It is compulsory for either of the parents to attend this seminar.
- 10. You are kindly requested to regularly log in to our school website www.sjsnaini.org to see the regular activities of the school, including the group photographs of the students.**

Thanking You,

Yours truly,

Fr. Jacob B. D'Souza

Principal

