

DR. D. RAM D.A.V. PUBLIC SCHOOL, Gola Road, Danapur, Patna.

(Affiliated with CBSE, New Delhi upto plus two level)

Circular No. 07

Date: 08.08.2014

Dear Parents/Guardians

Second Formative Assessments for all the classes are over and evaluation in almost completed. Please note the following points and do as requested.

1. Clear the dues of your ward in time to avoid late fines or other financial complications.
2. Summative Assessment – I will be conducted for all the classes in between 10th and 30th September' 2014. Avoid planning any tour/trip during those days as re-examinations are not at all possible.
3. Our Head office D.A.V. College Managing Committee, New Delhi will provide its magazine 'D.A.V. United' to all the students from IX to XII which costs Rs. 200/- per student. Please send this amount as early as possible. The Class Teacher will collect this amount and will get receipt from the office for each student.
4. Please see that your ward is coming school in time in proper uniform and doing the work provided by teachers. If no work is done or provided please inform the undersigned then and there to get the problem sorted out. This will help your ward to be prompt in work instead of searching any excuse.
5. For any problem or suggestion see the undersigned between **8:30 a.m. and 10:00 a.m.** on working days so that we get time for other academic and administrative work during rest of the day. Avoid ringing during night hours or on holidays as far as possible.
6. There will be a **Parents'-Teacher' Meeting on 12.08.2014 from 9: a.m. to 12:00 noon**, for all the classes. Please make it convenient to attend the same and discuss with the teacher the problem faced by your ward. Any valuable suggestion may be communicated to the undersigned as well in writing. Students will not come to school on that day.

**With regards,
Yours faithfully**

**I. Rai
Principal**

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