



**BASANT VALLEY PUBLIC SCHOOL**  
**PLOT NO. 119, SEC - 46, GURUGRAM**  
**WELCOME CIRCULAR - 1**  
**GRADE-5**

Dear Parents,

Greetings from **Grade - 5!** I am **Mrs. Amita Bansal**, your ward's Class Teacher for the academic Session **2023-24**. It's going to be a fun year full of lots of learning and new adventures. However, it is extremely important to keep in mind that each child will secure progress at his/her own pace. Maintaining each child's self-esteem. Along with building a secure foundation for future will always be my first priority.

Here are some ways you can help:

- Celebrate your child's success, no matter how small it may seem. This will keep your child Enthusiastic about learning and proud of their work!
- Read to and with your child every day. The more your child is exposed to language, the easier. It will be for him/her to incorporate new skill in reading and writing in the classroom. Provide your child with a variety of reading material like books, newspaper, kids' magazines, comics etc.
- These are still your ward's formative years, so the focus should be on punctuality, regularity, Perseverance, nutrition and cleanliness.

I would also like to draw your attention to certain school and classroom policies:

- In each semester, your child will receive grades in all the subjects based on promptness, timeliness and completion of homework and class work. Please talk to your child about the importance of completing the assignments.
- I request you to check your ward's almanac for homework and other important notes daily.
- Please follow the Curriculum Workbooks of all the subjects. Besides assignments, they contain the entire syllabi and teaching plan divided into short cycle of ten working days each.
- All the Curriculum Workbooks will be kept in the class locker and distributed by the subject Teacher a week prior to the Tuesday Test/ Summative Assessment.
- No unwell child will be allowed to take a test, and Medical Certificate must be submitted within a week to the class teacher. For non-medical cases approval of leave should be taken from the Headmistress in advance failing which the student will be marked absent and given zero.

**Gentle reminders:**

- Encourage your child to have breakfast before coming to school and send some fruit/fruit Juice (for fruit break) along with snacks in the midday tiffin. In case a student is required to leave early, a short leave application signed by the parents are to

be sent to the Headmistress within one hour of start of school on the day when the leave is to be availed. No request would be entertained thereafter except in case of emergencies.

- Kindly read the school almanac carefully to get further acquainted with the functioning of the school. Also keep checking the **school's website ([www.bvps46.com](http://www.bvps46.com))**, **face book account (Basant Valley Public School)** and **YouTube channel (Basant Valley Public School)** for regular updates.
- The teaching learning process at the primary demands complete involvement of the parents as well. Therefore, attend the PTMs regularly and remain in constant touch with the Teachers.
- **Last but not the least**, I expect your child to be on time to class, participate in class, bring books according to time – table daily, complete assigned tasks & keep organized.
- Do send your child in proper uniform with I-Card, polished shoes, nicely combed hair, cover all the notebooks, books including diary with name slips.
- Fill first page of diary and paste child photo in school uniform also deposit two copies of photos to teacher for report card and a star of the month. Write contact no. of both parents.

NOTE:-

- ❖ There will be suggestion Register at the reception on the visitors table. You can write your feedback about school in it without your personal information. Write only class, subject and feedback.
- ❖ You can meet the co-coordinator about your feedback or contact 9560931137 or 9540905558 or E-mail ID [bvps2010@gmail.com](mailto:bvps2010@gmail.com)

I will communicate with you through notes, telephone calls and PTMs. If you have any questions or concerns, feel free to all call me between **06:00pm to 07:00pm**/ leave a message at **9810935793** or send on e-mail to: [amitaagggarwal20@yahoo.co.in](mailto:amitaagggarwal20@yahoo.co.in) you can also send me a note in the almanac. An appointment slip will be sent on request, in case you want to meet any teacher.

As always, thank you for your continued support!

Sincerely

Amita Bansal

Class Teacher – Grade 5