

## Air Force School, Sulur – 5 BRD

**Circular No: AFS/23-24/ 01**

**Monday, April 10, 2023**

Dear Parents,

On behalf of the staff of our school, I wish you a very warm welcome. Once again it is time for all of us to get back to the school routine.

At AFS Sulur, we believe in the success of each student and continuously involve them as partners in their own education. It is our good fortune, that, we have found a very supportive and involved parent community. **We encourage and invite you to participate and volunteer in our future endeavours. Working together will further enhance our caring school environment that makes our school so special.**

### **IMPORTANT POINTS TO BE NOTED.**

**School Timings:** For classes LKG and UKG timings are from 8:30 am to 1:10 pm. Children should reach by 8.20 am. Saturdays & Sundays will be observed as holidays. Considering punctuality is a key aspect of discipline, we urge you, therefore; to ensure that children always reach school on time, by 8.20 am gate will be closed.

**School Diary:** The diary is to be used as a means of communication with the school. It will be issued in the month of July, until then please send a rough note book / previous year diary for students for regular communication. **Please check your child`s diary daily** and acknowledge.

### **Note:**

- You can visit our school website [www.airforceschoolsulur.com](http://www.airforceschoolsulur.com) for regular updates.
- You can also correspond with us through e-mail [airforceschoolsulur@gmail.com](mailto:airforceschoolsulur@gmail.com)

**Identity Card:** The Identity Card must be worn at all times while on school campus and on all school trips. Parents must make sure that children should wear provisional identity card made by parents till the permanent Identity Card is issued from school.

**Uniform:** It is mandatory for all children to come dressed in the blue uniform every day. Segregation of Houses will be announced soon.

### **Note:**

- **Wednesday- House uniform**  
**All other days it will be blue uniform.**

**Birthdays:** As a school we believe that birthday celebrations must be simple and child - centred. In order to share the joy of their birthdays, children may bring only two sweets (Toffees) per child to distribute amongst their friends. **We request you not to send any chocolates, poppins, jelly, lunch or any fancy items on such occasions.**

**Meetings with parents:** The school will have PTMs after each term.

Apart from that the parents can meet Teachers every day after school working hours (1:10 pm). They can visit school office between 1:30 pm to 2:30 pm. (Any further changes will be intimated through diary).

**Labelling of Belongings:** Please label all belongings that your child brings to school so that they can be easily identified in case they get misplaced. These include uniform, shoes (inside with permanent marker or other things), water bottles, lunch boxes, books and other personal belongings. Do not send fancy erasers, sharpners, pencils or pencil boxes to school, it will be a cause of distraction for other students.

**Spare Set of Clothes:** Children must carry a spare set of clothes in their bag every day. These should include a dress or a set of shorts and T-shirt and inner wear. Please label each garment, put them in a labelled cloth bag and send to school. **Cycling shorts for girls is compulsory.**

**Break Time:** A nutritious snack, a fruit, a cloth mat, a napkin and a spoon must be brought to school each day.

### **Tiffin Menu**

**Note: Any seasonal fruit is compulsory on all the days. Parents are requested to kindly send only one or two Tiffin box for lunch break. Please don't send excess amount. Carry a spoon along with the Tiffin box.**

<b>Monday</b>	Paratha or Poori with any dry seasonal vegetables
<b>Tuesday</b>	Wheat bread preparation: Veg sandwich / Bread pakora / Bread butter / Bread cheese / Bread toast / Garlic bread / Roti & Subji
<b>Wednesday</b>	Rava or suji, Sevia preparation like Upma/ Kesari/ halwa/ veg suji pancake.
<b>Thursday</b>	Any rice item like: Fried rice / Curd rice / Lemon rice, Tomato rice / Vegetable Biryani etc.,
<b>Friday</b>	Poha / Aval / Daliya (Broken wheat), Idli / Dosa with chutney.

#### **The food items which are not allowed strictly**

Noodles, Biscuits, Chocolates, Mixture, Boiled eggs, Omelette, Non-veg items, Liquid Curries and all packaged foods. (Except the days when we have a celebration or told to the students otherwise for day celebration.)

**Bus Timings:** You are requested to be punctual at the bus stop. This will ensure that buses adhere to given time schedules and will avoid inconvenience to all. Kindly allow a grace period of 5 -10 minutes approximately for the arrival of the bus, which may be the result of unforeseen circumstances. (Please contact the Education section 5 BRD to arrange for the bus facility. This facility is not available for NAF personnel and other AF person staying out side, they have to arrange for their own transport facility. The school will not be responsible for any such arrangements.)

**Fees:** Fee payment for every quarter will be done online. Our bank is “**The State Bank of India**” and it is advisable that the parent have an account in the same bank for all transaction purpose. Please collect the unique ID from the class teacher.

To know these steps followed to deposit school fees please go through the school diary given to the students.

**Library books:** As children are issued library books weekly, it should be returned back on time the day, told by the teacher. Other queries regarding the library rules have been mentioned in the school diary. (Library issue will start after summer vacation).

### **A Day at School**

**Newsletter:** Our newsletter is published every month. You can view the last issue on our school website.

**Annual Project:** The theme for the Annual Project this year is “**G20 and IYOM**”. Time has been carved out within the time- table, for children to explore and work on this theme and share their learning at the end of the year. We seek your support in sharing, different aspects of this theme as you observe them. (**IYOM – International Year Of Millets**)

**Circle Time:** Scheduled every day, at the start of the day, is a time for students and teachers to connect, bond and share. No circle time for Primary students.

**Thematic Assemblies:** Assembly time is scheduled once a week i.e. Friday. These are theme based and is meant to develop confidence level in children.

**Appointment:** At any point of time you wish to meet me, please call up the school office for an appointment.

**Attendance:** The attendance at school is compulsory. According to the CBSE norms a student is to have mandatorily 70% attendance in a particular grade at school every year for being eligible to be promoted to the next grade. This is strictly followed at school.

**Home Activity:** We send age appropriate home activity in moderate amounts in order to inculcate regular work habits in our children. Please supervise and guide the children as they complete their work, but **DO NOT DO IT FOR THEM**. This is to encourage children to learn to work independently on their tasks. The monthly home calendar is put on the school website.

**Celebration:** We have lots of activities at school including celebration of important days and festivals. It is requested that parents encourage their wards to actively participate in all programmes.

**Looking forward for an exciting and fruitful term ahead.**

Warm Regards,  
Mrs. Rajani Rajeev  
Headmistress