



# Sachdeva Public School

Sector 13, Rohini, Delhi 110085



## PARENTAL CIRCULAR CLASS IX & XI PTM – March: Seeing Answer Sheets

Wednesday, 01 March '23

Dear Parents

As we are approaching the end of another fruitful year, we extend heartfelt thanks to you for your continuous support in working with us throughout this transitional phase of moving back to regular classroom teaching. We highly appreciate your readiness and acceptance that helped us to tread forward in our motto of ensuring comprehensive holistic development for our students.

We are at a critical juncture where at this time next year, our students will be appearing for CBSE Board Examination '24. A step towards this journey is to analyse and assess their performance in the current class and with this in mind, a PTM is scheduled, as detailed below, with Class Teacher for showing Answer Sheets-

1 **Annual PTM -Thursday, 9 March '23** as per the given time schedule:

Class	PTM with Class Teacher for seeing Answer sheets	
	Roll No	Timings
Class IX	1 to 15	11:00 a.m. to 12:00 noon
	15 to 30	12:00 noon to 01:00 p.m.
	31 onwards	01:00 p.m. to 02:00 p.m.
Class XI	1 to 15	08:00 a.m. to 09:00 a.m.
	15 to 30	09:00 a.m. to 10:00 a.m.
	31 onwards	10:00 a.m. to 11:00 a.m.

2. Refer to **Annexure** to know the Venue for the PTM and **adhere to the timings strictly** to avoid inconvenience to anyone.

3. Please ensure that your ward accompanies you to the PTM in school uniform.

4. **Important Dates:**

Class	Schedule	Day & Date	Time
Class IX to Class X	Uploading of Annual Result	Tuesday, 14 March '23	04:00 p.m.
	Availability of Books and Uniform	Saturday 11 March '23	09:00 a.m. to 05:00 p.m.
Class XI to Class XII	Uploading of Annual Result	Wednesday, 15 March '23	04:00 p.m.
	Availability of Books and Uniform	Friday, 10 March '23	09:00 a.m. to 05:00 p.m.

5. **The New Academic Session for Class X & XII will commence on Monday, 20 March '23. Students must report to school in proper summer uniform.**

**Note:**

- Parents who wish to withdraw their ward from school may apply for the School Leaving Certificate on the prescribed Form available at the Reception latest by **31 March, 2023**. In case of applications received after the said date, fee will be charged as per rules.
- Fee for First Quarter ('23-24) will be active from 1 April '23 and after 10<sup>th</sup> of every month late fee of ₹ 20/- per day will be levied.

Looking forward to your kind co-operation.

Regards

**Principal**

## Annexure

PTM is scheduled as per the following Seating Plan.

CLASS IX		
Entry & Exit: Gate No. 1		
<ul style="list-style-type: none"><li>• Use Staircase 1 to move up.</li><li>• Use Staircase 2 to move down after the PTM.</li></ul>		
Section	Room No.	Wing 1  First Floor
IXA	101	
IXB	102	
IXC	103	
IXD	104	
IXE	111	
IXF	113	
IXG	114	
IXH	115	

CLASS XI		
Entry & Exit: Gate No. 1		
Section	Room No.	Wing 1  First Floor
XIA	105	
XIB	106	
XIC	107	
XID	109	
XIE	116	
XIF	117	
XIG	118	