



Dear Parent

We welcome our students to the new **Academic Session 2021-22**. The School and the Parent together are responsible in shaping the future of a child, hence your co-operation is of utmost importance.

Kindly note the following points carefully:

The Online Sessions for K2 students would commence from Monday, 5th April 2021.

Taking full safety precautions against the resurgence of the mutant virus Covid-19, it has been decided to conduct online classes for our young learners. We are fully confident that our highly skilled teachers would help our young learners to comfortably adapt to this new way of digital learning environment.

The below mentioned Weekly Settling-Plans will help children to gradually adjust to the screen time without adding extra discomfort and stress. **Kindly adhere to the Weekly Settling Plans for the Google Classroom as given below:**

Settling Week – 1 (5 th April – 9 th April 2021)		
Learning Groups	Day & Timing	Action Plan
Group 1 (12 Students)	5 th April – 9 th April 2021 (10:00 am – 10:45 am)	Five online sessions have been scheduled in the first week to help our students to settle and get familiar with the new Grade Tutor. Days: Monday – Friday (5 Days) Screen Time: 45 Minutes Session Each Day (You will be informed about your ward's Time Slot by the Grade Tutor)
Group 2 (12 Students)	5 th April – 9 th April 2021 (11:00 am – 11:45 am)	

12 th April – 21 st May 2021			
Learning Group	Online Session – 1	Online Session – 2	Online Session – 3
Whole Class (24 Students)	9:30 am – 10:00 am	10:30 am – 11:00 am	11:30 am – 12:00 noon

Guideline and Protocols for the Google Classroom:

- Detailed Day Structure and Timetable would be soon shared with you.
- You are requested to support the School in this initiative by arranging the required software/hardware at home as per requirement already shared with you. Please ensure 100% attendance of your ward.
- Children should be encouraged to be in uniform for all special days and events.

- Do not enter into discussions with the teachers while the class is in progress. This disrupts the attention of students. If you have made an observation or have a query, please write to the teacher marking the Section Incharge so that we can ensure to address the matter at the earliest.
- It is an earnest request that parents should not use chat boxes to share their thoughts during the session. This is not a social media platform and is meant only to record the responses of the children.
- Please send in your feedback to the teachers and Section Incharge (pcor@kotharishool.edu.in) to enable us to rectify things at our end. We would request everyone to hold their judgement in abeyance as anything that is new needs time to take root and grow.
- Our School is committed to provide a safe, secure and caring environment. All 'Google Classroom' Sessions will be recorded. We maintain a zero tolerance policy towards bullying of students and staff, either using technology or otherwise.

Holidays and Vacations for the Months of April – June 2021		
14th April 2021	Wednesday	Ambedkar Jayanti
21st April 2021	Wednesday	Ramnavmi
25th April 2021	Sunday	Mahavir Jayanti
14th May 2021	Friday	Id-ul-Fitr
26th May 2021	Wednesday	Buddha Purnima
22nd May 2021 – 30th June 2021		Summer Vacations
1st July 2021	Thursday	School Reopens

Warm regards

Ms. Ruchi Bisht
(K-3 Incharge)