



KIS/AUG/2021-22/106

11/08/2021

GRADES 10 & 12

INSTRUCTIONS FOR OFFLINE (PHYSICAL) CLASSES AT SCHOOL PREMISES

Dear Parent

We thank and appreciate your prompt response with regard to the circular of physical re-opening of school!!

In consonance with the responses received, the School Management is opening its doors to welcome back **students of Grades 10 & 12- Humanities and Commerce (CBSE)** for face-to-face classes following all safety guidelines for Covid 19 from **Monday, 16th August 2021**.

However, Online (virtual) classes will continue for Grades 9, 11, Science section of Grade 12 (CBSE) and all sections of Cambridge as the responses (willing) were insignificant.

We are happy to share with you that **80 % the Teachers, Administrative and Ancillary Staff** have taken both the doses of the Covid 19 vaccination, **100%** have taken the first dose.

You are requested to take a note of the following important instructions:

A. Reporting to school :

1. Reporting time for the students is 9:00 am, the students will **not be** allowed to enter the school premises before 8:55 am
2. The students arriving in **private vehicles** will enter **ONLY** from **Gate Number 1**
3. **Walkers** will be allowed from **Gate No. 2**
4. Arrangements have been made for sanitization as well as temperature check through Thermal Scanners at both Gate Numbers 1 & 2.
5. The students will be guided to move to the **Senior Building, 3rd Floor** following the floor markings and taking care of social distance norms.
6. Arrangements also have been made for sanitization as well as temperature check through Thermal Scanners at the entry of Senior Building.
7. The students are expected to wear a mask at all times and to maintain a physical distance at all times while at School.
8. The students are expected to report to the school in **Summer school Uniform** (School Uniform Shop is open from 10:00am to 2:00 pm on all working days)
9. The Student should **only** carry a small sanitizer (although a sanitizer will be placed in each classroom), a school bag with required books / copies as per the Time Table, pencil, pen pouch, a small vegetarian refreshment and a water bottle.

B. Conduct of Physical Classes:

1. The day will begin with a **Meditation, prayer and attendance** from **9:00 am to 9:15 am**.
2. The classes will be held from **9:15am to 1:50 pm**. (Monday to Friday) with a 10 minute break between each class.
3. The students will be given a **20 minute Snack Break** at 11:50 am. They are allowed to get a small vegetarian refreshment for the same.
4. Students will be seated in their class rooms maintaining required distance between students as per the covid protocols.

C. Dispersal:

1. After the classes, the students will be escorted back to Gate Number 1 & 2 (as mentioned above) by **1:50 pm**.
2. Parents are requested to make own Transport arrangement as school transport **will not** be provided and collect their wards by 1:50 pm.
3. The parents are requested to wear mask and maintain social distancing outside the gate.

Warm regards
Dr. Sangeeta Arora
Principal