



MOTHER TERESA PUBLIC SCHOOL

[Affiliated To C.B.S.E., Delhi Upto +2 Level]

Dularpur, Ara, Bhojpur, Bihar-802206

Aff No. :- 330623

School No. :- 65619

SCHOOL CIRCULAR

Subject: General Instructions for Students and Parents

Dear Parents and Students,

This is to inform all students and parents that the following instructions must be followed to ensure discipline, regularity, safety and a healthy academic environment in the school.

1. Punctuality: Students must arrive at school on time and attend the morning assembly regularly.
2. Attendance: Regular attendance in all classes is compulsory. Parents are requested to ensure that their wards attend school regularly.
3. School Uniform: Students must come to school in the prescribed, clean and proper school uniform.
4. Discipline: Students must maintain discipline, respect teachers and staff, and behave courteously with fellow students.
5. Leave Application: In case of absence, a written leave application signed by the parent/guardian must be submitted to the school.
6. Books and Homework: Students must bring the required books, notebooks and stationery and complete their homework regularly.
7. Cleanliness: Students must maintain personal hygiene and keep classrooms and the school campus clean.
8. Mobile Phones: Students must not bring mobile phones or other prohibited electronic gadgets to school without prior permission from the school authority.
9. Parent Cooperation: Parents are requested to check their wards' diaries, homework, attendance and academic progress regularly and remain in contact with the school.
10. School Safety: Students must follow the instructions of teachers and school authorities and avoid any activity that may endanger themselves or others.
11. All parents and students are requested to cooperate with the school authorities and strictly follow the above instructions.

Thank you for your cooperation.

Principal
Mother Teresa Public School
Dularpur, Ara, Bhojpur, Bihar

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