



**SACHDEVA
GLOBAL SCHOOL**



Saturday, 26th March 2011

Circular No.:-SGS/Admn./84/2011

Subject: Important Information for New Students

Dear Parent

On behalf of the Management & Staff I extend a very warm welcome to you and our new student to the **SGS** family.

Please hand-over to the class teacher two copies of a recently taken passport size photographs. Also, fill the I-card form of the student which will be provided to you and submit it to the class teacher. Along with this, the profile page correctly filled and the consent form from the student's diary should be submitted when they get their school diaries.

Books and Uniform

Special counter for Books and Uniform, will be kept open from **Monday, 28th March 2011** to **Wednesday, 30th March 2011** between **08:00 a.m.** to **02:00 p.m.**

From **Friday, 1st April 2011** onwards, the Books and Uniform counters will remain open on all working **Tuesdays, Thursdays** and **Saturdays** from **08:00 a.m.** to **12:00 p.m.**

Transport

Bus routes and related information is on display in the foyer (ground floor) near the staircase.

We expect your support in our incessant efforts in the harmonious development of our students by extending full cooperation to the school authorities at all times.

The School Reception will be happy to provide any information or clarification that you might require.

Welcoming you all once again to the **SGS** family.

Warm regards

Headmistress