



SHARDA INTERNATIONAL SCHOOL

Gurgaon

Dear Parents,

1. We are sure that all of you are in tune and keeping pace with the latest news on COVID-19. India as a country has done exceedingly well to tackle COVID-19 by declaring the lock-down.

2. At our front, the entire academic and admin staff have been busy planning, collaborating and conferencing on various fronts to prepare and plan the next academic year in view of the current scenario. Processes are being put in place to integrate multiple activities like preparation of school for hygiene and safety measures, revamping schedules of sanitation/fumigation, rescheduling of time tables, rescheduling vacations, trimming closed holidays including Saturdays, rescheduling examination calendar, revised Board outcomes, books/uniforms issue etc.

3. While we have already started with the online classes of 12th and 10th but the school firmly believes that **personal student-teacher contact time is vital and is the bedrock of education in modern and social learning systems**. Therefore, a plan has been put in place to ensure that **the total number of working days of students inside the school premises shall continue to remain the same as every year.**

4. To enable this, the following schedule has been worked out to ensure that our students do not lose any full physical working days at school :-

- Any number of days lost because of COVID-19 will be adjusted in the last week of May and June 2020. Hence we do not lose any single day of study. Also this means that summer break will now be curtailed to a bare minimum.
- In case there is any further loss of school time/govt. orders, the same shall be covered by observing full Saturdays and trimming the term breaks through the year.

+ (91)-(124)- 4601212

www.shardainternationalschool.in

sisgurgaon9@gmail.com

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5. The school continues to meet its commitments and responsibilities of salaries, housekeeping, security, electricity, civil work, repair/maintenance, annual maintenance contracts of everything in the school, Generators, RO Plants, fire, sanitation, tank cleaning, hardware/software, 3D rooms, Smart classrooms, networking, CCTV, up-gradation of lab equipment, building repairs, Estate Maintenance, EMI'S, Bus maintenance, furniture, pest control etc.

6. While the school continues to meet all these commitments, we fully understand that in the prevailing circumstances of the COVID-19 pandemic, restricted access to banks, general hardships of the self employed businesses we would need to support our parent fraternity pro-actively and at the same time school needs to meet the infrastructure, teaching and deliverables to our students as every year. Therefore, following is being done:-

- Fee hike for the year 2020-21 is being reversed fully for the first quarter (April-June 2020). This means fee hike this year will now be applicable from July 2020. The deadline to pay the fee will also be extended. So the parents do not have to worry about anything.
- For parents who have already paid the fee necessary adjustments will be made for subsequent months to follow.
- As you are aware the CBSE board exams are still not over for class 12 the children should keep studying as at any point the revised date-sheet can come from the Board.
- The students availing school transport will not be charged for the month of April 2020 on humanitarian grounds due to COVID-19.

I request you to stay at home and follow the orders of the government and have a great time with family and children at home. Keeping all of you and your family in my prayers!

Warm Regards

Dipin Rao

(Vice-Chairman)

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