**ATAM PUBLIC SR. SEC. SCHOOL , ATAM NAGAR , LUDHIANA**

**CIRCULAR (REVISED SCHEDULE – COVID -19)**

**Dear Parents**,

As life style is being redefined in the wake of COVID -19 , the school administration has decided to start doubt session / classes(as per Govt. instructions) for 10th & 12th std from 15th Oct. 2020 in following phased manner i.e.

**Days(Monday / Wednesday / Friday) Days(Tuesday / Thursday / Saturday)**

X - (All Sections) Odd Roll No.’s X- (All Sections) Even Roll No.’s

XII Comm.– Odd. Roll No.’s XII Comm. –Even Roll No.’s

XII Arts - (Full)

XII Sci. - (Full)

**Timings in School:-9:00 a.m – 12:00 noon**

Please note that there will be four periods of main subjects in the beginning for which following time table will be observed:-

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| **Time Table** |
| **Morning Assembly 9:00 - 9:15 a.m** |
| **Class** | **I****9:15 -10:00 a.m** | **II****10:00 -10:40 a.m**  | **III****10:40 -11:20 a.m**  | **IV****11:20 -12:00 noon** |
| XII Sc. | ChemistryMr. Tuli | Bio/MathMs. Harman/ Ms.Sunaina | PhysicsMs. Charu | Eng Ms. Anuradha |
| XII Comm. | Accounts Ms. Renu | Eng Ms. Anuradha | B.St Ms. Renu |  Eco. Ms. Shivani |
| XII Arts |  Eng Ms. Anita Raina | H.Sc / MathsMs. Kamal / Ms.Sunaina |  Eco. Ms. Shivani | Hindi / PunjabiMs.Madhu / Ms. Harinder |
| X A | Maths Ms.Sunaina |  Science Ms.Charu  |  Eng Ms.Anita Raina  |  S.St Ms.Shashi Madaan |
| X B | Eng Ms. Anuradha | Science Ms.Gagan  |  S.St Ms.Rajni Kaul | Maths Ms.Sunaina |
| X C | Science Ms. Shradha  |  Eng Ms. Anita Raina |  S.St Ms. Shashi Madaan |  Maths Ms. Swati |
| X D |  S.St Ms. Rajni Kaul | Maths Ms. Swati | Science Ms. Shradha  | Eng Ms. Alka |

**Dress Code:- School uniform(Brown) with full sleeve shirt.**

**Note:-Please send your ward to the school with your written consent (permission form) and follow the guidelines as per attachment.**

**Guidelines /Instruction to be followed by Parents /Students:-**

1. Fill in the written consent for your ward to attend the school(attached)
2. Ensure that your ward goes to school wearing a mask and sensitise them not to exchange mask with others.
3. Ensure your ward to wear full sleeved clothes to minimize the interaction with any public surface.
4. Do not send your ward to school if he/she is not feeling well / anybody else in family is not well.
5. Drop & pick your ward from school yourself as far as possible.
6. Ask your ward to practice social distancing at all times once he/she leaves home.
7. Clean & sanitize your ward’s uniform and other belongings daily.
8. Ensure that your ward maintains personal hygiene.
9. Provide two clean small napkins / clean cloth daily with your ward for wiping hands.
10. Ask your ward to bring pocket sanitizers and sanitize hands from time to time. (Do not shake hands with each other.)
11. Give his/her own water bottle,books according to time table, stationary as per need to your ward as students will not be allowed to share his/her belongings with others.
12. Ensure he/she must have taken breakfast before coming to school as eatables are not allowed.
13. Respiratory etiquettes to be strictly followed. This involves strict practice of covering one’s mouth and nose while coughing/ sneezing with a tissue /

 handkerchief /flexed elbow & disposing off used tissues properly.

1. Install Arogya Setu app.(Mandatory)

**SELF DECLARATION cum PERMISSION FORM**

To

The Principal

Atam Public Sr. Sec. School

Ludhiana

Respected Madam,

With due respect I \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ state that I am willing to  send my ward \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Class \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Roll No. \_\_\_\_\_\_\_\_\_\_\_\_  for taking guidance and normal  study from the teachers in the school on **voluntary basis**. My ward  will observe all the directions issued by the Govt./School to reduce the risk of COVID-19 as  given below :

1. He/she will maintain the physical distancing of at least 6ft. (2mtrs)

2. He/she will cover the face with mask at all times in the school.

3. He/she will carry alcohol based sanitizer with him/her at all times.

4. He/she will carry his/her own water bottle from home.

5. He/she will not carry any eatables.

6. He/she will not attend school if not feeling well / anybody else in family is not well.

I hereby declare that I am sending my child at my personal responsibility and will not hold  the school responsible for my child’s health.

Thanks

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 Signatures of one of the Parents Signatures of the Student

 (with contact number)

Dated : \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_