



# St. Margaret Sr. Sec. School

D-Block, Prashant Vihar, Rohini, Delhi-110085

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Circular no: SMSSS/ 20 /July 2023

Dated: July 7, 2023

*"Alone we can do so little, together we can do so much"*

Dear Parents

Warm Greetings!

As we progress through the current academic session, we kindly request you to take a moment to revisit our school's almanac. It contains essential rules and guidelines that contribute to a positive learning environment for your child. Stay updated with important announcements and dates through our circulars, messages, website, newsletters, and social media channels.

Sharing the **departure schedule** for your convenience.

Class	Time	Entry Gate (for parents)	Exit Gate
PS & PP	12:00 noon	Gate -3	Gate-2
I & II	2:00pm	Gate -2	Gate-1
III-V	2:10pm	Gate -2	Gate-1
VI-VIII	2:15pm	-----	Gate-3
IX-XII	2:15pm	-----	Gate-2

## **Important**

\* For classes Pre-School, Pre-Primary and I-V, different entry and exit gates to be used at the time of departure, as per the schedule provided above.

\* Elder students to take/ accompany their younger siblings and move from their respective gate, while parents are requested to wait outside.

\*Please note that visiting hours to meet the Principal at the school are 9:30 am - 10:30 am on all working days, with prior appointment.

Your continued involvement and support are greatly appreciated.

Warm Regards

Simmi Bhatia

Principal