

NEO CONVENT SR. SEC. SCHOOL, PASCHIM VIHAR, NEW DELHI-63
CIRCULAR NO. 39/2025-26 (LKG TO V)

Dear Parents,

1. The School is celebrating its Sports Day on 17th October 2025.
There will be **no School** for non-participants on 16th & 17th October, 2025.
2. All the participants will be allowed to leave **only after the entire function is over**. Therefore Parents are not supposed to approach the teachers/organizers during the program as it leads to a lot of inconvenience, confusion and spoils the decorum.
3. On **16th October, 2025 (rehearsal day)**, all participants of **L.K.G. - U.K.G.** are required to attend the School as usual i.e. from **08.00 a.m. to 12.30 p.m.**, participants from **I – V** and Taekwondo students will attend school from **07.15 a.m. to 01.45 p.m.** All students will wear regular School uniform.
4. On **17th October 2025**, all the **participants** will be in the School by 2.30 p.m. in prescribed costume. Participants will also bring School uniform in a labeled packet to change over after the show.
5. Ensure that your child is carrying a **Nutritious Lunch Packet**, preferably oil free & a water bottle along with him/her in labelled packets properly.
6. You are also requested not to take photographs during the function as the same causes inconvenience to all the viewers. **Photographs/Pendrive** will be displayed in the School and the same can be taken, as per the orders placed with the class teachers .
7. **Mobiles** may please be switched off during the programme, as these cause disturbance to the electronic system and hence to the on-going programme.
8. The School will remain closed from **18.10.2025 to 23.10.2025** on account of Deepawali and will re-open on **24.10.2025**. The School office will also be closed during these days. **Fees will be accepted on 24.10.2025 at regular fee timings.**
9. The School will shift to winter timings from **03.11.2025**. The School timings for **L.K.G. & U. K.G.** will be **8. : 30 a.m. to 1 : 00 p.m.** The School timings for classes **Ist to XIIth** will be **7:45 a.m. to 2:15 p.m.** **Winter uniform** will be worn by the students from **03.11.2025** onwards.
10. **Disciplinary Cards** are being issued to the students for serious infringement of rules. These cards are being entered in the student's records. These have a serious bearing on his/her result / performance etc. Prohibited items like two wheelers, cell phones etc. will be confiscated. Therefore counsel your ward to strictly follow Rules and Regulations.
11. **Eatables** will not be allowed inside the function venue.
12. Please note that for security reasons, you are supposed to carry the **Parent I-Card** whenever you visit the School. Parents are also requested to dress properly / decently, to meet the teachers or to collect their ward.

Date : 11.10.25

PRINCIPAL

Our website - www.neoconventschool.com

ACKNOWLEDGEMENT

I have read the circular No. 39 /2025-26 dt. 11.10.25 for the above information.

Signature: _____

(Father/Mother)

Date : _____ Student's Name _____ Class/Sec. _____