

**Dr. D. Ram DAV PUBLIC SCHOOL, Gola Road, Danapur, Patna.**

Circular No: DRDAV/2013/01

Date: 4-10-2013

Dear Parents/ Guardians,

At the outset I thank you all very much for your cooperation in running the school smoothly. Though I am serving in DAV organization for last thirty years ( 15yrs in Durgapur(WB) and 15 years in Bihar ), whatever experience I have for last two months with education loving parents and teachers here is really praiseworthy. Please note the following points and function accordingly :-

1. School does not have any other source of finance than fees. Teacher's salary and other developments are maintained by the amount collected through fees. Please pay the fees in time to avoid fine or any other financial crisis in the school. Avoid request for exemption as it causes financial irregularity.
2. Please see that your ward is regularly attending the classes and doing the Home work/ Class work regularly. If no work is noticed for a long time, please inform the same to the undersigned personally or by ringing on **092 631 82163**.
3. If you want to discuss genuine problems, visit the school in between 8:30 a.m to 9:30 a.m on every working day.
4. There will be a **Parent's – Teacher's meet** on 7.10.2013 from 9:00 a.m to 12:00 noon for both (Jr & Sr) Sections. Please make it convenient to come to the school and see the evaluated answer sheets of SA- I of your ward and discuss the performance of your ward with class- Teachers.
5. The School timings will be changed after Puja Vacation i.e. from **17<sup>th</sup> oct,2013 as**  
**Senior Sections – ( IX – XII )                    :-            8:00 a.m to 1:15 p.m**  
**Junior Sections- ( I – VIII )                    :-            9:30 a.m to 2:45 p.m**

We expect your cooperation for improvement of overall standard of the school and assure you all our transparent and honest services.

***“ Happy Shardiya Navratra”***

With regards.  
Yours Truly,

INDRAJIT RAI  
(Principal)

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