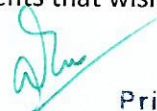


Guidelines for parents

1. Parents must ensure that their child enters the school gate and is safely in school compound before parent leaves.
2. Students should wear their ID-card at all times when inside school.
3. Please ensure your child knows basic contact details like your name, address, contact number etc. Make certain that your child doesn't share these details with anyone.
4. Any change in the contact number should be rectified with the class teacher immediately.
5. Please check your child's school bag regularly.
6. Check the students diary and the portal regularly for all the information sent to keep yourself updated of school functioning.
7. In case the child uses private van for transport, please ensure that a proper police verification with an affidavit for any crime in the past should be done for each driver as well as conductor or helper. A copy of both to be submitted to the school by 27th September 2017.
8. All van drivers/conductors/helpers should carry the pickup card having following information.

Private van driver pickup card		
Driver _____		Driver Photo
Conductor/Helper Name _____		
Vehicle Number _____		
No. of Students _____		
Name of students	Class/Sec.	Parents name and signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

9. There should not be any replacement of driver, conductor, or helper without sending information to the school.
10. Only the parents of the students or someone duly assigned by parents should be allowed to drop and pick up the students from school.
11. Parents should teach the children not to talk with strangers .Teach your child about good touch and the bad touch. If you have any question/concern on this, contact class teacher.
12. Inform the school about child's health and any emotional concerns, if noticed.
13. Toys and electronic devices should not be sent to the school and are strictly prohibited.
14. We seek your cooperation for a smooth operation and managing the exterior compound of the school building. Parents that wish to help us with this, please come and meet the receptionist at school.


Principal
Mount Columbus School
C-Block, Dakshinpuri
New Delhi-110062