DAV MODEL SCHOOL, DURGAPUR, W.B.

Date: 07.05.2020

NOTICE

Dear Parent,

In-house DAV CMC Books for Classes IV to VIII and newly admitted students of UKG to III for the session 2020 – 2021 shall be distributed to the parents as per the SOPs' and safety protocol issued by the Local Administration which should be strictly adhered by all.

Guidelines to be followed by parents during book distribution:

- 1. Only one parent to report to school as per their schedule and time.
- 2. Students not to accompany parent. Entry of students will not be allowed.
- 3. Parent to wear mask. Entry to the school campus will not be allowed without mask.
- 4. Parent to bring Identity Card of their ward of the last session (2019 2020) for entry.
- 5. Social and physical distancing is to be observed.
- 6. Payments can be made through debit / credit cards through POS or it can be paid in cash also.
- 7. Those paying in cash should bring the exact amount to avoid delay and facilitate prompt delivery.
- 8. Books will be issued from <u>four different counters</u> to avoid crowd.

Please abide by the instructions to serve you better.

Sd/Principal cum Asstt. Regional Officer