

# KULACHI HANSRAJ MODEL SCHOOL

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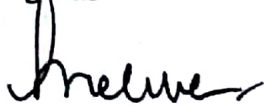
Dear Parent

In our constant endeavour to enhance the academic performance of the learners, we have streamlined the assessment pattern in order to incorporate all parameters of the Evaluation System.

As our partners in education, it is important that you note the following:

1. All notebooks and files are regularly assessed; please maintain them neatly and carefully.
2. Ensure that the notebooks are covered with correct colour- coded plastic cover and are well labelled.
3. The index in notebooks must be filled correctly and complete in all aspects.
4. Syllabus for Term I must be written clearly on the first page after the index. Syllabus for Term II must be written on the first page of Term II work.
5. Neat work and good handwriting is very important.
6. The date and page number must be written in the box provided on the top right hand corner of the page in all the notebooks.
7. All classworks and homeworks of all subjects must be numbered as per teacher's instructions.
8. Correction work and follow up of all written tasks must be done in notebooks regularly.
9. Ensure that the child does not use sketch pens or do any unnecessary shading in his/her notebooks.
10. Please take note of the remarks given by the teacher/s in the notebooks and school Almanac.
11. Regularity in attendance and work is appreciated. Please ensure that your ward submits all notebooks, projects, files on the given date or as per teacher's instructions.
12. Please sign all notes given in the school almanac and check his/her almanac regularly.
13. In case you wish to communicate with the teacher, please use the school almanac.

Regards



Sneh Verma(Ms)

Principal