



**Dear Parents,
Greetings from OPBMS!**

Thanks for reposing your faith in us by putting your little angel in OPBMS. She/he shall be under our special care from day one. OPBMS shall welcome your feedback which can help us in our continued voyage of education, as we believe, there's always a room for improvement.

Special schedule:

To acclimatize your ward with the school routines, a special schedule has been planned from March 22,2023 to March 24,2023. The timings will be 10:00 am to 12:00 noon. After that there will be a short break and students will re-join on March 29,2023. School transport will ply.

Regular schooling:

- New session for classes Ankur commences from March **29, 2023**.
- Timings from Monday to Friday will be 9:30 am to 12:30 pm
Saturday timings will be 9:30am to 11:30 am
- Second Saturday of every month will be an off.

Transport:

- Bus Route and Bus Numbers: The bus number of your child will be given to you by the teacher concerned and in case you need any clarification, please feel free to contact our Transport in- charge, Mr.Bikramjeet Singh.
- Child's arrival at the stoppage: You are requested to wait for your child's arrival at the appointed time and scheduled stoppage after school. Till the route gets streamlined, there may be slight hiccups initially. Kindly cooperate.
- In case there is no one to receive the child at the bus stop, he/she will be brought back to school. You will then need to pick your child from the school.
- If your child is using school transport and needs to be picked up personally someday, kindly give in a written application to the class teacher in the morning & the Gate pass will be issued at the reception for the same. Please do not take your child off the bus at departure time.
- Own Transport Users : To save our environment from pollution and manage traffic outside school, we encourage parents to **car pool / vehicle pool**.

Tiffin:

- You are requested to send light tiffin every day with the child.
- Take into consideration that the quantity of food should not exceed your child's appetite. Avoid curry items in tiffin and sweet water in the bottles.
- Kindly send Napkin / Towel daily.

Uniform:

- All the students must come in uniform from **April 03, 2023**.
- No fancy hair clips, rubber bands, gold/silver jewellery is allowed.
- I-card to be worn daily.
- Please ensure that your child does not wear shoes or uniform bigger than his/her size as it makes the child uncomfortable during various activities and prone to falling/tripping.

Labelling/ Marking for identification:

- Please ensure to label well your child's bag, tiffin-box, bottle, extra dress, stationery etc.
- Unlabelled or unmarked articles will not be accepted at all.

Stationery/Books:

- The Stationery/Books/Notebooks to be submitted with the teacher incharge on from March **29,2023 to April 03,2023** between 08:30 am to 09:30 am / 12:30 pm to 01:30 pm.

School Diary:

- **The school diary will be given to your child during the first week of April.**
- Please fill the child's particulars in the school diary.
- Please go through the school diary daily as important notes of your child's growth will be mentioned from time to time.

Attendance:

- We highly appreciate the regularity in attendance as every year the 100% attendance prizes are given away.
- 80 % attendance is a must for a student to be promoted to next class.

Leave:

- Leave has to be applied on School Mobile App.
- In case leave is sought on medical grounds, Medical certificate should be submitted by a qualified medical practitioner (not below the rank of MBBS).

Birthday Celebrations:

- You can send a packet of candies if you desire so, to be distributed by your child in the class. There is no other way of celebrating Birthdays approved by the school. No requests will be entertained in this regard.
- Students of the Kindergarten can wear civil dress on this special day.

Nutritious Tiffin

- No junk food but a nutritious tiffin along with a napkin and Apron should be sent. Please do not fuss if child does not eat his/her food once in a while. Finger foods are the best option, to begin with to encourage them to eat by themselves. Simple sandwiches, a fruit or assortment of whole wheat biscuits and a piece of cake are ideal refreshment. Avoid sending chocolate/chips etc. Do ensure that the child's tiffin and bottle are cleaned regularly.
- Wednesday special: To encourage the child to eat the seasonal varieties of fruits and vegetables, the school specifies the tiffin for Wednesdays. Kindly follow the same to help us develop good eating habits in your child.
- Fruit Break: Compulsory fruit break prior to lunch break is a part of daily schedule. Do send a fruit (properly cut) along with a wooden fork.

Personal hygiene:

- Children must come to the school in proper uniform. The uniform must be neat, clean and ironed and shoes well polished. Hair and nails should be trimmed and clean. A fresh handkerchief should be sent daily.
- An extra set of civil dress including undergarments to be sent daily.
- Napkin / Towel to be sent daily.

The Curriculum

The curriculum for the Pre-primary classes aims to provide holistic development of each child through activity based learning programmes in the following domains:

- **Language Development**
- **Cognitive and Intellectual Development**
- **Physical Development**
- **Socio-Emotional Development**

- **Creative and Aesthetic Development**
- **Knowledge and Understanding of the World**

Learning Programme:

- We adopt activity based schooling where children experience hands on learning.
- We emphasize on the development of language, cognitive and creative skills through latest educational implements and aids.
- English is taught through ‘Phonetics’. Listening, speaking and reading skills are stressed upon.
- Educational field trips and excursions are regularly organized for practical exposure. Show and tell: Show and tell days are followed roll number wise. The child is supposed to bring an object/picture according to the given topic and tell the classmates about it. It helps to build effective communication skills and instill confidence.
- Monthly Planner: Schedule for the entire month will be sent regularly to apprise you of the syllabus and activities.
- Evaluation: Continuous observation of each child overall development begins from the very first day. Evaluation is done periodically. Achievement Reports will be shown after evaluation on P.T.M.
- Each child is being compared only with his/her own previous levels and not with other children.

Appreciation:

- Each child has within him/her a unique quality which we highlight with immense pride. A certificate is awarded at the end of the session for excellence in various fields. The details of the same are mentioned in the school diary.

Feedback

- We strongly request the parents to provide us timely feedback of their observation of the child’s growth in the school. This is very important to us.
- Contact school in case you require any more information, please contact the concerned teacher on the telephone numbers given below.
01765-523092, 523093, 523101, 523102. (from 8:00 am to 9:00 am and 12:30 to 1:30 pm)
- Kindly keep updating the school office regarding any change in home address, Phone numbers or E-mail ID at the earliest.

Rules and Regulations:

- Kindly go through the school diary for rules and regulation to ensure disciplined functioning of the school.

School Mobile App/ Enterprise Resource Planning (ERP):

We have an efficient means of communication between the parents and school through the ERP. Kindly download the app on your phones by clicking on the following link: **edusecure.in/opbms**

- Your “**Username**” and “**Password**” will be sent at your registered phone number via SMS.
- Parents having more than one ward studying in our school to utilize the “**Switch User**” feature available in the app.

Parents can access the following information through school mobile app:

● Student Details	● Documents (Assignments / Worksheets / Datesheet / Syllabus etc.)
● Online Fee Payment	● Messages
● Download Report Card	● Announcements (Circulars)

● Homework	● Attendance
● School Calendar	● Class Test / Periodic Test
● Finance	● Suggestion Box
● Gallery	● Student Rating Card
● Medical Record	● Birthday Wishes
● Note from Teacher	● Library Record
	● Online appointment
● Awards & Recognition	● Student Rating by Parent
● Online Appointment	● Medical Record

Parental Cooperation

1. Class-wise WhatsApp groups are created for academic purposes only. Use of this platform for any other purpose is strictly forbidden.
2. You are requested to supervise your ward's study routine at home and facilitate the concept of Experiential Learning
3. Daily planner, worksheets, reference material, etc. will be shared on School Mobile app.

Other Details

Contact Details	
School Reception	01765-523092/ 523093/ 523101/ 523102
Official mail ID	opbms@rimt.ac.in
Transport issues	9781297554 (Transport in charge, Mr. Bikramjeet Singh)
School Mobile App	Suggestion Box Option
Visit Us	
School Website	http://www.opbms.in
School FaceBook Page	facebook.com/opbms
Instagram	Follow us @ opbms_school
Youtube Channel	https://www.youtube.com/c/OmParkashBansalModernSchool

Looking forward your cooperation.

Warm regards

Sd/-

Sangeeta Sharma
Principal