

## **SALWAN PUBLIC SCHOOL, TRANS DELHI SIGNATURE CITY, GHAZIABAD U.P.**

Dear Parents,

Pranam. Hope & pray all is well with you and your lovely family.

The last few weeks have seen one of the most unprecedented crisis in the modern history of mankind. No country has escaped the clutches of the monstrous pandemic, bringing everyone to a grinding halt like never before. For the first time in our lives, we have been forced to lead an isolated life, causing rupture in our social fabric and affecting our community life. This scourge has equally affected educational institutions and all stakeholders, associated with them, however, we opened new doors to the process of imparting education and are keeping your lovely children in a learning & focused mood, with aid of technology. While educational & other activities of more than a billion children of the world have got affected, we have made teaching and learning possible through online modules, curated specially for your children. While the world has been reeling under the shock of a wave of pandemic and endeavouring to overcome mental & physical pressures, our teachers were occupied in taking online training for making and delivering all lessons. Our teachers have taken a gigantic leap, rising to the occasion and creating lessons on technical platform.

All our students are learning. We are endeavouring to ensure that our students should not feel that being physically out of bound is a curtailment of their freedom to learn and think. When they successfully come out of the crisis, they will be wiser in their deeds and thoughts. This period has also given us the opportunity to bond better and value every living being, with patience & respect **(Shradha & Saburi)**.

Our classes started at the beginning of the academic session. We are creating our own resources and sending to all classes. Teachers are preparing and, then, instructing our dear students in innovative, interest-catching lessons from the syllabus. They are working full time. Our other staff members are also working on other logistics connected with the school. We created our own repository of resources and sent to all classes. We collected email I D's of all students to create virtual classrooms and followed the given time-table. Those parents who needed technical assistance were provided help from our end. The annual academic calendar was followed so that our children could remain productively engaged in learning. We made only minor adjustments in the classroom teaching and calendar to enable our learners to adapt to the new mode of learning. We wanted our young and creative minds to think of academics rather than brood over the gloomy situation, which has engulfed the world. Our teachers continued to communicate with them to iron out any difficulties faced, handholding them at this crucial juncture. Our other staff members are also working on other logistics connected with the school and are working on strategies to deliver you the books and uniform for the new session.

We hope the schools will soon resume their normal functioning and we are in process of gearing up to face the new challenge of ensuring sanitized environment for students and staff, for which reputed and authentic agencies are being contacted. You are aware the school has on going revenue expenditures such as payment of salary to its staff as well as of all contractual & statutory payments. We would appreciate and like you to pay for the school fees on monthly/quarterly basis for the first quarter so that we could give the staff their dues, who haven't stopped working and are committed to the cause.

To bring in some relaxation of fee payment, we are adopting some flexible policies as under:

1. We would be accepting monthly fee instead of the quarterly payment, unless you want to be on quarterly basis.
2. You can pay the monthly fee for April by 25<sup>th</sup> of the month. May 2020 onwards, the normal payment schedule will be followed.
3. Transport fee has been waived off till the Lock Down remains in force.

In case you have any query, kindly write an email to me. We request our esteemed parents to kindly pay the same on MONTHLY/QUARTERLY basis at the earliest.

Also, we express our gratitude for your co-operation in keeping up with the online mode of fee payment of the school and hope to continue with this endeavour to make it convenient for all of us.

The fee can be paid online, with details submitted to the school by email. For fee payment related query/assistance, write to us. We will do our best to address them in a timely manner.

We take this opportunity to wish you and your family well. The school leadership and team will always be there to support you.

Sunita Madan,  
Principal