



LCS/Notice/2026-08

24 April 2026

### **CIRCULAR**

*Loreto Convent School was founded in 1964. It is an unaided minority Christian School owned, managed, and conducted by The Loreto Educational Society (Loreto Nuns), registered under the Societies Registration Act, 1860. We empower Loreto students to discover their full potential and uphold the values of humanity as global citizens, based on the virtues Freedom, Justice, Sincerity, Verity and Felicity.*

*The aim of the school is to give its pupils a sound moral education while devoting special attention to their spiritual, intellectual, social, and physical development.*

*The school also caters to the children of Defence personnel. In doing so, we honour the values of discipline, dedication, and service rendered by the Defence forces to the nation.*

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### **PARENT-TEACHER ASSOCIATION (PTA) (2026-2027)**

In this spirit of collaboration, the Parent-Teacher Association (PTA) serves as an important platform where parents, teachers, and school staff come together to strengthen the school community. It supports students, fosters teamwork, and enriches the overall learning experience at Loreto.

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### **NOMINATION AND ELIGIBILITY CRITERIA**

We invite self-nominations from parents who wish to serve as PTA representatives. Parents genuinely committed to the growth and welfare of the school community are encouraged to come forward.

#### **Eligibility criteria:**

1. Must be a bonafide parent of the school.
2. Minimum years of association with the school: 1 year and above
3. Should value and uphold the ethos of the school.
4. Must respect the rich tradition and legacy of the institution.
5. Should be genuinely interested in the betterment of the institution, prioritizing the common good of students, parents, and the school community.
6. Must be willing to voluntarily assist in school activities and be available when called upon.
7. Should be fair, impartial, and responsible in decision-making.
8. Must be able to attend PTA meetings regularly and actively participate in discussions and initiatives.
9. Must maintain a positive and respectful relationship with the school community.
10. Should not have any outstanding school fees.
11. Must not have any legal disputes with the institution.
12. Only self-nominations will be accepted. All nominations will be reviewed and confirmed based on eligibility by the school. In case of multiple nominations, elections will be conducted among the parents of the respective class and section.

## TENURE, RENEWAL & CESSATION OF MEMBERSHIP

13. **Term Duration:** The PTA shall serve for a period of one academic year, subject to renewal or reconstitution as per school norms.
14. **Cessation of Membership:**
- If a member's ward leaves the school.
  - If a member is found to be acting against school policies, values, or decorum. Such members shall also not be eligible to contest or vote in future PTA elections.
15. **Voluntary Withdrawal:** Members may resign by submitting a written notice to the Principal.
16. **Reconstitution Clause:** The PTA may be reconstituted mid-year if deemed necessary by the Principal or the Managing Committee.
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## ROLES & RESPONSIBILITIES OF PTA MEMBERS

- Facilitate constructive dialogue and feedback.
  - Support school functions, celebrations, and community outreach initiatives.
  - Offer thoughtful suggestions on school policies, welfare initiatives, and student enrichment.
  - Represent parent concerns respectfully and responsibly.
  - Maintain discretion, fairness, and ethical conduct in all PTA matters.
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## DISPUTE RESOLUTION & FINAL AUTHORITY

- **Principal's Discretion:** All disputes regarding eligibility, conduct, or interpretation of these guidelines will be resolved by the Principal, whose decision shall be final and binding.
  - **Appeal Mechanism:** In exceptional cases, appeals may be submitted to the Managing Committee for review.
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## CALL FOR PARTICIPATION

We warmly invite our parents to come forward and take an active role in the Parent-Teacher Association. Your participation and support will further strengthen the bond between home and school, ensuring that our children receive the best possible environment for their growth and success. Looking forward to your continued support.

PTA Nomination Forms will be shared via Teams through your ward. Kindly fill in and submit the form if you wish to be a part of this association.

Warm regards,

**Mrs. Alice Rose D'Lima**

Principal

Loreto Convent School  
Delhi Cantt-10



**PTA NOMINATION FORM**

**(YEAR 2026-27)**

**PARENT'S NAME (NOMINEE):** \_\_\_\_\_

**SPOUSE'S NAME:** \_\_\_\_\_

**WARD'S NAME:** \_\_\_\_\_

**CLASS:** \_\_\_\_\_ **SEC:** \_\_\_\_\_

**NAME OF THE CLASS TEACHER:** \_\_\_\_\_

**SIBLING (IF ANY):** \_\_\_\_\_

**CLASS:** \_\_\_\_\_ **SEC:** \_\_\_\_\_

**NO. OF YEARS AS A PARENT IN LORETO:** \_\_\_\_\_

**WERE YOU A PTA MEMBER EARLIER (YES/NO):** \_\_\_\_\_

**IF YES, YEAR:** \_\_\_\_\_

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**UNDERTAKING**

I have read and understood the eligibility criteria and the duties and responsibilities of a PTA member, in alignment with the ethos and legacy of Loreto. I am committed to being a responsible and contributing member of the PTA.

**Nominee's Signature:** \_\_\_\_\_