



St. Karen's Collegiate School Patna

Notice for the 4th Parent- Teacher Meeting

Dear Parents and Students,

The 4th Parent- Teacher Meeting to distribute the Report Cards of Classes 1 to 7 will be held on the following days:

Date	Classes
6 th November, 2020	Std – 4 and 5
7 th November, 2020	Std – 1, 2 , 3 , 6 and 7

Kindly pay the fees due up to the month of August, 2020 before the PTM at the Fees Counter.

Timing for the PTM will be- 8 a.m. to 12 p.m.

Parents are requested to follow the given guidelines:

1. Only one parent for each child should come to take the report cards. Kindly do not bring your ward to school.
2. Parents must ensure that they maintain social distancing while entering the school premises.
3. They must wear their masks and gloves and keep hand sanitizers.
4. Parents must be patient and wait for their turn to take the report cards of their wards from the teachers.
5. As the teachers will be discussing about the students' performance in the exams, their online classes and their academic progress, parents are requested to listen patiently and note down the important points.
6. They must follow the date and time schedule.
7. The Online classes will remain suspended on the day of the PTM.
8. Parents have to submit the important personal details of the student from the diary.

We look forward to your valuable feedback and cooperation.

Regards,
Headmistress