SATYA/ACAD/CIR/2025-26/017 **April 21, 2025**

Dear Parent,

Namaste!

We would like to take a moment to highlight the significance of the **School Almanac** in your child's academic journey. More than just a diary, the almanac is a **comprehensive tool** that supports student learning, parent-school communication, helps students take responsibility of organising their learning, their day and work and the development of essential life skills.

The school will work with students to ensure its usage for writing Homework and other important information.

The almanac includes:

- **Personal and Medical Information Pages** (for easy access in case of emergencies)
- **Important School Policies and Core Values**
- **House System and School Rules**
- **Recall Techniques, Mind Maps, and Graphic Organisers** to aid better study habits
- **Goal Setting Pages** to promote focus and planning
- **Pages on Emotional Wellbeing and Managing Emotions**
- **Creative Doodle Pages** to encourage reflection and expression
- **Consent Forms** and essential agreements such as:
    - **Consent for Photography** (Page 53)
    - **Anti-Bullying Contract** (Page 55)
    - **Travel Consent Form** (Page 56)

This almanac serves as a valuable bridge between the school and home and helps your ward stay organised and engaged throughout the year.

You are kindly requested to complete the following pages in your ward's almanac by *April 25, 2025*:

- Personal Information (Both Student and Office Copy)
- Medical Details (Both Student and Office Copy)
- Consent for Photography (Page 53)
- Anti-Bullying Contract (Page 55)
- Travel Consent Form (Page 56)

If you have already purchased the almanac and completed the above details, we sincerely thank you.
If not, we urge you to kindly **purchase it at the earliest** from the school's book vendor. Alternatively, if not bought by the due date, the school will provide the almanac in class and the cost will be **added to your ward's school fees.**

Thank you for your continued support and cooperation in helping us ensure a smooth and enriching school experience for your child.

Warm regards,

Manisha Malhotra
Director Principal

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