

SEVENTH-DAY ADVENTIST HIGHER SECONDARY SCHOOL

132 Ft. Ring Road, Haripura, Maninagar (East), Ahmedabad-8

GC-04/September 3, 2021

Dear Parents/Guardians,

Prayerful greetings!

We have commenced Physical Classes for Stds. VI-VIII on September 2, 2021. However, it has been observed that the attendance in each class was quite low. Some parents have requested us to hold Physical Classes on alternate days of the week to minimize physical contact with fellow students. Hence, we have made a few changes in the schedule of conducting Physical Classes and online classes. The class timetables will be sent to students by the respective Supervisors on or before 5th September 2021, Sunday. The changes made are as follows: .

1. The students bearing even numbers (class roll numbers) such as 2,4,6... of every division will meet from 7:30 a.m. – 12:30 p.m. on **Mondays and Wednesdays only**, while the students bearing odd numbers such as 1,3,5.. will attend online classes simultaneously from their respective homes.
2. The students bearing odd numbers (class roll numbers) such as 1,3,5...of every division will meet from 7:30 a.m. to 12:30 p.m. on **Tuesdays and Thursdays only**, while the students bearing even numbers such as 2,4,6.. will attend online classes simultaneously from their respective homes.
3. Every Friday there will be online classes from 7:30 a.m to 11:30 a.m. and from 12:00 noon – 1:00 p.m. there will be class tests in two subjects via virtual mode (online). The students can attend online classes and class tests from their respective homes. Hence, there will not be any Physical Classes held in the school on Fridays. The details of these online classes and tests will be intimated to the students by the respective subject teachers well in advance.

The aforementioned shall be implemented from 06th September 2021 (Monday) onwards. The same shall be continued until we give further notice.

Your cooperation in all our endeavors is highly appreciated.

With warm regards.

Yours sincerely,

Sd/-

Dr. G. Immanuel

Principal

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September 3, 2021

SCHOOL FEES REMINDER

Dear Parents/Guardians,

This has reference to the School Fees dues of your ward, _____ studying in Class _____ Division _____. On going through our records, it has been observed that you have not cleared the school fees dues of your ward from _____ to _____.

We have been reminding you about your ward's fees dues both orally as well as written notices. But we don't receive any response from you. You are well aware that we manage the entire function of our school purely on self-supporting basis. We don't received any funds either from the government or from any other source. The school pays employees salaries, maintenance charges, miscellaneous expenses purely from the fees we receive from the students. Your negligence in paying the school fees regularly creates many deficiencies in the school. If the students don't pay the school fees regularly, many of our employees will not get full salary, regular activities cannot be conducted, etc. Hence, you are requested to kindly pay your ward's fees regularly. Hope you will understand our difficulties and do the needful at the earliest.

If, for any reason, you are unable to pay the school fees regularly, kindly write an application to the School Principal requesting for an extension of time by mentioning the exact date that you wish to pay. If you are silent in this matter, then we may have to necessary action to discontinue your ward in the school. It is not our desire to discontinue your child's education at our school. But due to financial difficulties, we are forced to do so.

We appreciate your cooperation in this matter.

Warm regards.

Yours sincerely,

Dr.G. Immanuel

Principal