



THE MILLENNIUM SCHOOL, INDORE

TMS/CIR-1/2024-25

Date: 23rd March 2024

Dear Parents, *Greetings!*

Another successful academic year has gone by and it is time to start the new session with a lot of enthusiasm and fervor.

There are certain things we would like to share with you for the smooth running of the new academic session.

New session commences as follows:

Grade PN -XII- Monday, 3rd April 24, Wednesday.

Please contact the school office for the Bus timings

Holidays for the Month –11th April – Edul Fitar , 17th April – Ramnavmi

Summer Vacation –PN to Grade XII- 1st May to 12th June – Both days inclusive

Re-Opening of the Session – PN- Grade XII – 13th June 2024, Thursday

School Timings- Pre Nursery to KG – 9: 30 am to 1:10 pm

Grade I - 9:30 am to 1:10 pm **for the month of April and from June** Onwards 9:30 am – 2:40 pm

Grade II- 9:30am-2:40pm, III to X - 8:00 am to 2:40 pm

Grades XI- XII – 8:00 am to 1:10 pm

Forbidden Items-

1. **Jewellery & Make up-** The students are not allowed to wear any expensive jewellery to school. A pupil may wear an inexpensive simple analogue watch from grade VI onwards. No smart watches are allowed. If your child has pierced ears then please make sure that they only wear a pair of small, gold or silver studs in school. Other piercings are not permitted in school. Pupils are not permitted to wear nail polish and make up.
2. **Hair -Girls** with long hair should arrive in school with neatly tied one or two plaits. Hair colour should be natural and extreme hairstyles are not allowed. The students are expected to wear Black or White color clips, hair bands and rubber bands. No colored accessories will be allowed.

Boys- No spikes and fancy cuts in the school will be allowed .The length of the hair should also be as per army cut.

No tattoos are allowed in the school.

Boys are not allowed to pierce their ears, unless it's a practice in certain communities.

Please ensure your ward does not carry mobile/ cell phones. In case, it is caught, then the phone would be confiscated and a penalty would be imposed as per school norms. The phone will not be returned under any circumstances.

SCHOOL COMMUNICATION

We always strive for excellence and for the same we are setting some guidelines for communication with the school.

- Pre Primary- Please call between 9 am to 9:45 am in the morning or 1:30 pm to 2:15 pm in the afternoon or leave a message to talk to the class teachers.
- For admin staff call between 8:30 am to 10 am in the morning.
- **Grades I to XII- Please leave a message between 8:30 am to 9:30 am in the morning so that when the teacher is free she will get back to you.**
- For meeting the Principal, please fix an appointment three days prior or she would be available personally between 3 p.m to 4 p.m on Monday, Wednesday and Friday. If it is very important, you can mail her directly at

headschoools.indore@themillenniumschoools.com

The **Contact Details** for queries under various heads along with the person in charge are as follows:

For any Academic query – contactus.indore@themillenniumschoools.com

Transport – ao.indore@themillenniumschoools.com -9575553333

Accounts – accounts.indore@themillenniumschoools.com – 9575552531

Appointment with Principal– pooja.sharma@themillenniumschoools.com –9575554444

To get in touch with a teacher – 9575554444



General Rules-

TRANSPORT -

- We don't allow any child to leave by the first trip, so kindly don't request for the same. In case it's an emergency please come and pick the child yourself.
- The stop of the ward would not be changed under any circumstances if informed the same day.
- In case you would want the change of address/ bus stop please inform the Transport Department in writing at least a week prior.
- In case your ward misses the bus in the first trip then please drop the child yourself to school. We would appreciate if you don't send your ward by second trip.
- Sometimes the bus is caught in a Traffic Jam due to Rallies or construction of road, if the delay is more than 15 minutes the school would send a message.
- The school reserves the right to alter/ change stop/ the route.
- If your ward is using his/her own conveyance, please ensure he/she is dropped 10 mins earlier than the school time.
- The rules of the bus are to be followed strictly or the school has the right to stop the bus facility. In case, your ward violates any transport norm, school has the right to withdraw bus service for her/him.

BIRTHDAYS:

- Birthdays are always special. We would want children to feel special without any show off. Please let your child distribute chocolates costing not more than Rs. 10/-.
- We don't encourage personal invites to a few children. You may invite the whole class if you want.
- The children from grade VI are not allowed colored dress. They may though distribute candies as per norms.

UNIFORM:-

- The students must wear clean and tidy school uniform on all the school days.
- Summer Uniform on regular days and Respective House uniform on Wednesdays.

LATE ARRIVALS:-

- The school gate will be closed after the first bell rings and action will be taken immediately after all late arrivals.
- Three consecutive late arrivals would lead to the students being sent back to home.

GENERAL:-

- We don't ask for money without a written communication. Please don't send the same with children unless specified.
- Please label your ward's uniform, books and belongings properly to avoid any confusion.
- Ensure that your ward wears previous session's ID Card till the new ones are ready. In case of new admission, make the child wear the temporary ID Card.
- Please follow the time table of the class to send books. The bag should not be heavy. As per the Government decision, it will be a bag less day, once a week for students, wherein they will not carry their bags to school.
- 80% attendance of your ward is compulsory. Please ensure that your ward is regular to school. If your ward is absent, the topic done would not be repeated.
- The assessment and evaluation would be as per CBSE guidelines.
- All the exams and assessments are mandatory. On medical grounds, a student is allowed only 2 times to be on exemption and production of medical certificate is a must.
- When you receive your ward's almanac, kindly go through all the rules and regulations carefully. Please send back the information pages dully filled to school. Please regularly check your ward's almanac daily for any information from teachers and IP.
- Kindly ensure that your ward should abide all the schools rules as mentioned in the almanac. In case of breach of discipline, school may take any disciplinary action as per the policy.
- Kindly don't ask for leave on pretext of some family holidays when the academic session is going.

The Millennium School, Indore, believes in communicating with you in a better way and, so seeks your support in

making it a great institution. Kindly support us in our endeavor.

Thanks!

Educationally Yours, TMS, Indore.

