



# مدرسة ايليت الانجليزية The Elite English School

CIR/EES/MAY/2389-24

May 7, 2024

## LATE COMERS (Grade I to 12)

Dear Parents,

It has been noticed that many students coming by own transport arrive late every day. This is continuing despite repeated warnings. ***We reiterate that the students must reach the school before 7:50AM every day. The school gates will be closed at 8:00AM sharp. The pickup time is latest by 2:50 PM after which the school gates will be closed*** with access only for office related concerns. Being a single shifted school, the school must close the school gates latest by 3:00PM when no student should be inside the school campus.

Please ensure that your ward is punctual and reaches the school on time and is picked up from school as per the stipulated timing.

Parents should pre-book an appointment one (1 day prior) to meet the Supervisor (Monday to Thursday) or teacher (Thursday only) between 3:00 and 4:00 PM.

This is for your information and necessary action. Your co-operation is highly valued.

Best Regards,

*Riswathi*



PRINCIPAL