

ORCHID INTERNATIONAL SCHOOL

January 28, 2010

All Parents and Guardians

Dear and Respected Parents/Guardians,

Sub: Some important and urgent issues.

THANK YOU! I take this opportunity to thank each one of you for your kind understanding and appreciation of the steps our school has been taking for providing a better and better working environment to our students. It is only due to your support and the good attitude of our children that this has been possible.

It is time for us to take the next few steps together. The first phase of the same are listed below.

1. **NOMINATION FOR "GOOD PARENT TO SCHOOL" awards:** Parents who understand, appreciate and cooperate with the school in its endeavor of providing better educational ambience to children are the source of inspiration and motivation to us! We want to honor 25 such parents by presenting "GOOD PARENT TO SCHOOL" awards. These will be presented by our Chairman Sri Ravindra Sapkal during the Annual Prize Distribution function on 28th March 2011.
 - a. We request you to suggest what should be the parameters for choosing the awardees.
 - b. Also please nominate three parents for the award along with an explanation of why they deserve the award.
 - c. Self nomination is also encouraged. But please nominate a total of three parents explaining the reasons for your nomination.
2. **NO VISITS WITHOUT PRIOR PERMISSION:** From now onwards the security guards/officer at main gate of the school has been advised to ascertain the purpose of visit of all our visitors, including parents. Unless there is proper permission/authorization for the visit they will not be allowed to enter the school. Hence parents may please not visit the school unless proper, timely and advance written permission has been obtained. Visit without information may lead to embarrassing moments for both the parents and the school, which should be avoided please!
3. **NO UNAUTHORISED TELEPHONE CALLS:** Please make telephone calls only once a fortnight as per the extant guidelines of the school. We have advised our reception officials not to enable any other calls. In case of any medical or other emergency please contact Mrs. Ramani Bhartula, Office-in-charge on 9850333628 or Mr. Sandeep Salian, Administrator on 9833124005 at any time of the day or night. From now onwards our telephone desk will not be operational after normal office working hours.
4. **NO JUNK FOOD TO SCHOOL:** Most of the parents have cooperated very well to this request. A few parents are still not with us! Such parents may please feel free to discuss the matter BUT please cooperate!
5. **NEWSLETTER:** Please find enclosed our school newsletter released on the 26th January, 2010. We will be happy to receive your critique, feedback or suggestions for improvement in publications.orchideducation@gmail.com.
6. **SCHOOL MAGAZINE:** We plan to bring out the school magazine on the 20th July, our founder's day. We will be pleased to publish contributions of our parents in our magazine.

Thanking you,

With warm regards and good wishes,



(Sundar Gandikota)
Principal