



**BLUE BIRD HIGH SCHOOL, SECTOR 16, PANCHKULA**  
**ORIENTATION PROGRAMME SESSION – 2019-20**  
**CLASSES – I To IV**



Dear parents,

We welcome you all **Dear Parents** as your ward joins us in our school in the academic session 2019 -2020. We at **Blue Bird High School**, aim to bring about a holistic development of each child by organizing a constant exposure to scholastic and co-scholastic , fun filled learning activities throughout the year.

The Objective of Orientation Program is to familiarize the parents with the curriculum, rules and regulations of the school, teaching methodologies, co-scholastic activities being practiced in the school and to acknowledge parents with new changes brought into the system by CBSE Board of Education to be followed in the new session.

To bring the best out of a child we request you all to work with us as a team.

At the onset of new session 2019-20 , we would like to bring the following points into your careful consideration. These need to be adhered to in order to make our students more responsible and disciplined.

1. Every student is expected to reach school in time every day throughout the year as per the following schedule.

Classes	Summer Timings	Winter Timings
I	8:00 a.m.to 12:30 p.m	8:30 a.m.to 01:00 p.m
II to X	8:00 a.m.to 2:00p.m.	8:30 a.m. to 2:30 p.m

For classes 1-10<sup>th</sup> school will remain closed on 2nd Saturday of every month.

2. Punctuality is one of the main motto of our school. Therefore parents should also reach school to attend all the events in time.
3. Diary is one of the best link between parents and teacher so read every instruction page of the school diary carefully and sign wherever required.
4. Kindly fill all the particulars of the school diary given on page 5, 6, 5a and 6a very neatly and carefully in your own handwriting and deposit on the given date positively.
5. In case of change of address or Phone No, must intimate it to the class teacher as well as at the school reception.
6. Give serious reading to the following pages of School Diary.
  - Page No. 7 for list of holidays.
  - Page No. 10 for parents , a page must to read.
  - Page No. 15 for payment of fees and other dues.
  - Page No. 26 for leave application format. Get photocopies of the same.
  - Page No. 28,29,30 for Test Schedules
  - Page No. 31 for circulars and acknowledgement
7. Absence of the student from school must be informed in writing.
8. Respect for the school uniform should be every child's practice and therefore, Students must come to school in clean and proper school uniform and polished shoes . For details of school uniform (Refer page 17-18) of school diary. Kindly ensure that your wards get their nails trimmed and hair cut regularly whenever it is required .
9. While visiting the school , all the parents must be formally dressed and should keep their mobile phones switched off till they are in the school premises.
10. Students are totally barred from bringing money , expensive items like Gold/ Silver jewellery, Phones, I Pads , Camera, Watches etc. to school . School will not be responsible in case, they are lost or broken/ damaged.
11. **Wearing school identity card** is compulsory for all the students daily.
12. **From the session 2019-20 , kindly note the important changes mentioned below:**
  - a) **Only English , Hindi , Maths and GK / M.Sc will be taught in classes I and II.**
  - b) **Only English , Hindi , Maths , EVS and GK/M.Sc will be taught in classes III, IV and V ( EVS will be an integrated subject having science and social studies together in it ).**
13. To lighten the weight of the bag , workbooks and writing books will be kept in the school in all the classes.
14. To impart education through sports, the school has 'Edu-Sports' Activities being practiced everyday in classes Nursery (Jr.) to Class IV.
15. **Download School Mobile App from the School Website and let your ward access it in your presence only.**

16. **Under the new CBSE rules, beginning from 2019-20 academic session, Health and Physical Education (HPE) has been made mandatory for all students.** The key idea behind the CBSE sports guidelines is to deter young children from leading a sedentary life in the growing digital world. It is mandatory for all the students to take up any one of the following sports activities available i.e Basket Ball, Table Tennis, Badminton, Skating , Taekwondo and Gymnastics.
17. The school website [www.bluebirdschool.org](http://www.bluebirdschool.org) is updated from time to time to provide you various information. Therefore, kindly visit it and update yourself .
18. **For Assessment and Detention Policies (2019-20) , kindly read diary pages 22 and 23 very carefully.**
19. The students are allotted sections with great care based on the choice of optional subjects/size of the class and to maintain the balance of the number of students in each sections. We have to shuffle a particular class for better academic gain of each student and their comfortable stay. Parents are requested to understand the reason and should not come with the request for the change of section.
20. Please guide your child about the importance of decent behaviour and language while interacting with his/her class fellows. Strict disciplinary action will be taken against the child found indulging in any kind of physical/ verbal abuse. They must respect the school property and maintain cleanliness at all levels.
21. Please ensure that your child brings healthy tiffin box to school daily. Guide the child about eating healthy food. Use cloth instead of foil paper to wrap the food.
22. Students are not permitted to go home during school working hours or after periodic tests. In case of any emergency, only the parent should come personally with a written request letter and take his/her child.
23. School provides its own transport facility equipped with GPS and CCTV cameras . A lady attendant and a male conductor also accompanies the students in the school bus to ensure the safety of the students.  
To confirm the bus route or to settle any query regarding transport contact the teacher **Ms. Anjana Aggarwal** (Transport Incharge)
24. The school does not take any responsibility for the students coming to school through any private transport.
25. Make sure that **you attend all the Parent Teacher Meetings** to know about your ward's performance and students accompanying their parents must wear School Uniform.
26. Parents are requested not to contact Teachers at home. They can meet the concerned teachers on **every Tuesday and Friday after the School Working Hours.**
27. To understand the working of Academics (Session- 2019-20) Refer to Pg 28, 29 and 30 of School Diary. In case of any change, intimation will be sent through a circular or a SMS in advance. For that, you must update the phone number registered with the school office authorities.
28. All the classrooms are equipped with Smart Boards. This audio visual teaching-learning aid is used regularly to enhance the learning experiences of the students.
29. A full time doctor is available in the school campus for students. Kindly mention your child details in the school diary if they have any allergy or serious health problem.  
In case of any kind of sickness, the child must not be sent to school.
30. If required school students can avail the services of school day boarding facilities after the school till 4:30 pm, after consulting it at the school reception.
31. **For getting any kind of documentation from school, kindly give at least two working days .**
32. Celebrating birthdays in schools should be a very small affair. It is advisable to do a charity or to plant a tree on special days.
33. Students with the academic excellence are adorned with Scholar Badges, Scholar tie, Scholar Blazer and Golden Badges at various levels of achievements in all classes, every session.
34. As informed earlier kindly use Revised admission numbers allotted to your wards for all future dealings with school. (Example: Existing No. – 1234 , Revised No. – 1234 / 15 (Year of Admission ))
35. Suggestion from parents are always welcomed and should be mailed to us at [bluebirdschoolpkl@hotmail.com](mailto:bluebirdschoolpkl@hotmail.com)

***Looking forward for your continuous support to make this academic year enriching and rewarding for your wards.***

Principal