

To: Parents (Class 4C)

From: The Principal

Subject: Virtual PTM and Subject-wise Parent Office hours (schedule for September)

Dear Parents,

Greetings!

We were delighted to see parent participation on the Virtual PTM with the Homeroom Teacher which we conducted recently. Moving forward, we would also like to give parents opportunities to interact with other subject teachers on a periodic basis.

Please refer below the overall plan for parents to have opportunities to interact with various teachers:

Virtual PTM/ Office Hours by:	Agenda	Frequency	Upcoming Schedule
1. Homeroom Teacher (Group Virtual PTM)	<ul style="list-style-type: none"> Parent Feedback on Remote learning Exchange regarding general academic policies and processes Student well-being discussion 	2 nd Saturday of each month (9:30-10:15 am) <i>Note – Adults only meeting, students not allowed</i>	<ul style="list-style-type: none"> 12th September, 2020 (9:30 am to 10:15 am) <p>Zoom Meeting ID: 731 661 2689 Password: 1234</p>
2. Each Subject teacher (EVS, English, Maths, Hindi) (Group Virtual Office Hours)	<ul style="list-style-type: none"> Parent queries on the subject (content/methodology/assessment) and for any general guidance required in supporting home learning 	3 rd or 4 th Week of each month (during the student office hours of respective subject-30 mins slot) <i>Note- Until Class 6, students won't be allowed to attend this meeting. However, Class 1-6 students will be allowed to attend the Hindi subject meeting as they only have 2 Hindi Office Hours per month.</i>	<ul style="list-style-type: none"> 14th September, 2020 to 19th September, 2020 (Hindi) 21st September to 26th September, 2020 (EVS, English, and Maths) <p>Note: Kindly use the Google Meet credentials of the respective subject's student office hours.</p>
3. ICT / Group 3 subject / Gujarati/ Sports / Psychological counselor* (Individual Virtual Meeting)	<ul style="list-style-type: none"> Parent queries on the subject (content/methodology/assessment) and for any general guidance required in supporting home learning 	2 nd or 4 th Saturday (20-30 mins individual slots between 9 am- 12 pm)- By Appointment through the front desk counselor <i>Note- Students may attend with their parents, if required</i>	<ul style="list-style-type: none"> 12th September 2020 or 26th September 2020 (By Appointment only- contact the front desk counselor for appointments)

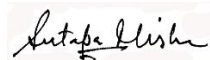
4. Self-Enrichment (SE) / Creative and Physical Projects (CPP) (Group Virtual PTM)	<ul style="list-style-type: none"> • Self-enrichment (SE): Theme-related discussions; Guidance on parenting strategies • Creative and Physical project (CPP): Showcase of student work; Briefing on ongoing/upcoming projects • Any parent queries or feedback related to these subjects 	Once every alternate month (Spread over Friday afternoon and Saturday morning) – a special schedule will be created and shared <i>Note – For SE- Adults only meeting, students not allowed; For CPP - Student and parent need to attend together for CPP</i>	<ul style="list-style-type: none"> • 12th September, 2020 (9:45 pm to 10:15 pm for Self-Enrichment) Zoom Meeting ID: 577 977 2742 Password: 1234
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Note:

- In addition to the above, parents can seek individual appointments with HRT/specific subject teachers as required. Any discussions which require long one-one dialogue with the teacher and/or are specific to their own child, should be scheduled during this time.
- *Psychological counselor appointments – will be given as and when requests are made through email/google form – not necessarily on 2nd/4th Saturday
- All the above Group meetings will be conducted over Zoom/Google Meet. Any Individual meetings by appointment will be conducted through Google meet or telephonically.

For any queries in regard to the above schedule, kindly contact the front desk counselor.
 Looking forward to your participation.

Thanking you.
 Best regards,



Sutapa Mishra
 Principal