



PRE SCHOOL (2024-25) IMPORTANT GUIDELINES

BBND/ADM/1.0

Date : 11 Mar, 2024

Dear Parent,

Warm Greetings and Welcome to the Bal Bharati family!

Your child is embarking on a new journey within the portals of our school, and we are committed to ensure that this experience will not only be educational but also joyous and fulfilling. At Bal Bharati, Noida, our focus is on providing a **safe, loving, and caring environment** that nurtures the **holistic development** of each child.

The school recognises and understands that 85% of a child's cumulative brain development occurs prior to the age of six, which indicates the critical importance of **appropriate care and stimulation during the early years**. Aligned with the National Education Policy (NEP) 2020, our school implements experiential learning, project-based learning, and toy-based learning at the foundational stage. Our primary goal is to achieve optimal outcomes in the Physical Motor, Cognitive, Language, Creative and Aesthetic, and Socio Emotional domains with a special emphasis on developing **foundational literacy and numeracy skills** in the early stages of Pre-School and Pre-Primary classes. Embodying our motto, 'Catch them Young,' our educational approach integrates a child's home experiences with the knowledge, skills, and attitudes cultivated within the school's boundaries to provide them with a '*home away from home*' environment.

Our teaching pedagogies are meticulously designed to **nurture and nourish the Panchkoshas**, as outlined in the NCF 2022 stating that education must foster both inner and outer development of an individual. The early years' curriculum focusses on the holistic development of the child by providing hands-on learning experiences, building competencies, honing skills, and nurturing the unique interest of each child. The teacher facilitators allow the children to think critically, create, innovate, adapt to and absorb information in the most joyful manner. Our school holds both **national and international collaborations** with diverse educational institutions across the country and around the world from the foundational stage itself. These partnerships provide our students with a wide array of learning opportunities, breakthroughs in knowledge, and a platform for free exchange of ideas enriching the educational experience for our students and promoting global understanding.



As we eagerly anticipate the arrival of our fresh batch of young, bubbly, and cheerful students for the academic session 2024-25, we look forward to a year filled with growth, exploration, success and boundless opportunities.

To familiarise the parents and students with our school environment, Orientation Programme will be held in two phases:

During the first phase, there will be an interaction with the class teacher of your ward. The agenda of the meeting will be to familiarize the child to the school environment, classroom and class teacher and to apprise the parents about the Preschool curriculum, multifarious activities, transport, infrastructure and facilities, books and stationery, uniform and addressing any other query or concern of the parents.

STAGE – I, INTERACTION WITH THE CLASS TEACHERS (27 MARCH, 2024 TO 28 MARCH, 2024)

CLASSES	TIMINGS	27 Mar, 2024	28 Mar, 2024
Pre School A	09.00 am – 10.30 am	Sl. No. 1 - 12	Sl. No. 13 - 25
Pre School B	09.00 am – 10.30 am	Sl. No. 1 - 12	Sl. No. 13 - 25
Pre School C	09.00 am – 10.30 am	Sl. No. 1 - 12	Sl. No. 13 - 25
Pre School D	09.00 am – 10.30 am	Sl. No. 1 - 12	Sl. No. 13 - 25
Pre School E	09.00 am – 10.30 am	Sl. No. 1 - 12	Sl. No. 13 - 25
Pre School F	09.00 am – 10.30 am	Sl. No. 1 - 12	Sl. No. 13 - 25

Kindly refer to the 'List of Students' attached as Annexure 1, to check the date and timings of your child's interaction with the Class Teachers as per the Sl. Nos. mentioned above.

ORIENTATION SESSION – 06 APRIL 2024, SATURDAY

(An Interactive Parenting Session with a Renowned Child Psychologist)

A detailed schedule of the same will be shared with the parents

PLEASE NOTE THE FOLLOWING FOR THE SMOOTH FUNCTIONING OF YOUR CHILD'S SCHOOLING:

1 SCHOOL ROUTINE

CLASSES	WORKING DAYS	SCHOOL TIMINGS	REMARKS
Pre School & Pre Primary	5 days in a week	08.50 a.m. to 12.50 p.m.	Punctuality is essential at all times.

2 PRE SCHOOL - KEY POINTS

- JOINING.** The session for Pre School students will commence on 01 April, 2024 (Monday).
- CLASS / SECTION.** The Class / Section allotted to your ward, the name of the Class Teacher and Admission No. has been attached as Annexure 1. The same has also been uploaded on the school website.
- TIMINGS.** The school timings for Pre School are 08.50 a.m to 12.50 p.m. **It is desired that parents drop their wards in school on time. The school gate closes at 8.50 am sharp.**

3 PARENT AND STUDENT ID CARD

You are requested to forward the soft copy of passport size photographs (Specifications – size 2 inch x 2.5 inch, plain white background) of the Child, Mother and Father as the same is required for the generation of the Student and Parent ID cards on the e-mail id, bbps.admission@nd.balbharati.org latest by 20 March, 2024.

The format for submission of photographs is as under :

Student : Admission Number.jpg (photograph of the child)
Father : Admission Number_Father.jpg (photograph of the father)
Mother : Admission Number_Mother.jpg (photograph of the mother)

A timely submission of photographs will help us to deliver ID Cards on time.

Keeping in view the safety of your child, it is mandatory for the child to wear Identity Card with School Uniform on all working days (Monday – Friday)

4 TRANSPORT

The students of the Pre Primary wing can travel to the school only in the following manner:

- School Buses
- Own Arrangement (Escorted)
- The School does not permit parents to opt for Private Vans as a mode of transport due to safety and security reasons.

THE PARENTS ARE REQUESTED TO SUBMIT THEIR TRANSPORT REQUIREMENTS BY FILLING THE GOOGLE FORM LATEST BY 15 MARCH 2024. (CLICK ON THE LINK FOR THE SCHOOL TRANSPORT REQUEST : <https://forms.gle/tf4NeFCZiuGy1A5S6>) THE REVISED PRE PRIMARY BUS ROUTES (AFTER ACCOMMODATING THE REQUESTS RECEIVED FROM PARENTS WILL BE UPLOADED ON THE SCHOOL WEBSITE LATEST BY 25 MARCH, 2024.

Standard operating Procedures (SOPs) for School Transport are uploaded on the School Website. Parents may peruse the same for understanding and compliance

For safety and security, all parents MUST carry the Parent ID Card while picking up their wards from the bus stops. In case the parents are not in the possession of the Parent ID Card, the student will not be dropped at the bus stop and will be brought back to the school. **In case the child is being picked up by any other person other than the parents, an authority letter addressed to the School Principal is to be sent to the Class Teacher.**

Also, please be informed that the Parents / Guardians of the students using school transport desirous of taking their child / ward under exceptional circumstances, may do so with the express permission of the PRINCIPAL. The request, addressed to the School Principal is to be put up at least 2 days in advance on the school's e-mail ids. This has been necessitated keeping in mind the prevailing law and order situation. As a policy matter, no half-day leave is granted from the school.

It may be noted that, the school transport is the safest mode of travelling, as all students travelling in school bus are accompanied by a teacher and a lady attendant on duty, both in morning as well as afternoon routes. The school also has a Tracking System to keep the parents informed about the movement of the school buses and their arrival time.

For availing Transport facility, fill and submit the Google Form for your ward latest by **15 March, 2024**.

5. **SCHOOL UNIFORM**

(A) **Dress.** IT IS MANDATORY FOR CHILDREN TO WEAR ONLY APPROVED COLOUR, PATTERN AND QUALITY OF UNIFORM. The approved Summer Uniform along with the approved uniform rate list will be on display for parents' perusal and information while attending orientation session with the class teachers.

The uniform can be purchased from M/s Jain Uniforms Centre

Address : Shop No.109, Block No.2, Ganga Shopping Complex, Sector – 29, Noida
Phone No. : 9873123718, 2451343, 4155500

Shoes. Parents are to purchase Black Sports Shoes minus laces (BATA / ACTION / ADIDAS Make).

(B) Physical Education uniform is to be worn on Tuesdays (Mass PT Day) and Fridays (Physical Activity Day) every week.

(C) Parents should send 01 (properly labelled) Apron (tabard – baby apron), 01 Table Mat to be kept in the school for child's personal use. The above will be sent back twice a week for washing in order to maintain proper hygiene. It will help us reinforce the habits, if the Table Mat and Napkin is spread for the child at home during her/his meal time.

(D) We expect that the students of Pre School joining the school in the academic session 2024-25 are toilet trained. However, in exceptional cases, if the child is undergoing toilet training, it is advised that an extra diaper be sent along, neatly packed, in the child's school bag. An extra pair of undergarments are also to be sent along with the child in the school bag.

(E) Valuables/Jewellery/ Fancy wristwatches / clips etc. are not to be carried / worn by the children to school. The school will not be responsible for any damage/loss of such articles.

6. **TEXT BOOKS, STATIONERY** Parents are required to purchase the Books, Notebooks and other stationery items from the below mentioned vendor from 27 March, 2024 onwards:

Name of the Shop	:	M/s Lakshay Book Distributor
Address	:	Plot No.33-A, Shop No.13, Sector – 23, Noida
Phone Number	:	7428350402

The purchased books and stationery is to be labelled neatly with the child's name, class and section and submitted to the class teacher on 20 April 2024 (Saturday).

7. **MEDICAL ALERT NOTIFICATION**

Parents are required to download the Medical Alert Notification Proforma from the School Website <http://bbpsnoida.balbharti.org/download-forms-docs/> and submit the same along with essential documents to the Class Teacher of the child latest by 30 April 2024.

Also, in case of a long sickness of more than 2-3 days, the school needs to be informed through an e-mail / letter, addressed to the School Principal, with regard to the nature of illness and the number of days the student is likely to be away from school. Ensuring the safety and well-being of all our students, parents are requested that students suffering from cold, cough, fever or any other contagious diseases should not be sent to school, till the mandatory period of quarantine is over.

A FITNESS CERTIFICATE IS TO BE SUBMITTED WHEN THE CHILD RESUMES SCHOOL, AFTER A PROLONGED ILLNESS BY A REGISTERED MEDICAL PRACTITIONER.

8. **PTM INTERACTIONS**

Parent Teacher Interactions have been planned regularly during the session in order to discuss the holistic development of the students. A prior intimation will be sent through e-mail / Circular/ Message in the BCGs. **It is mandatory for both the parents to attend the interactive sessions/ Term End PTM's.**

Kindly refer to the Student Almanac/ Annual Calendar as well as the School website for the schedule of PTMs. In case of any change in PTM schedule, the parents will be intimated well in advance.

9. **COMMUNICATION WITH PARENTS**

17 TREES MAKE ONE TON OF PAPER, AND SCHOOL CIRCULARS CONSUME ON AN AVERAGE HALF A TON OF PAPER.

KEEPING THIS IN MIND, PLEASE NOTE, ALL CIRCULARS AND OTHER IMPORTANT INFORMATION REGARDING THE SCHOOL ROUTINE, ACTIVITIES, FUNCTIONS, TRIPS AND OTHER RELEVANT NOTICES ARE PUT UP ON THE SCHOOL WEBSITE REGULARLY. THEREFORE, PARENTS ARE REQUESTED TO LOG ON TO THE SCHOOL WEBSITE ON A RELIGIOUS AND REGULAR BASIS TO REMAIN UPDATED ON THE LATEST HAPPENINGS IN SCHOOL.

In order to keep the communication channels active between the parents and the class teacher, WhatsApp Broadcast groups have been created for each class / section for disseminating important information. Personal concerns are not to be shared on these groups, it may kindly be taken up with the teachers, on one to one basis. Parents are requested to communicate with the class teachers from 3.00 pm to 6.00 pm ONLY for any concerns or problems.

Similarly, the parents / guardians are advised to refrain from visiting the school for handing over to their wards the 'forgotten' tiffin box / books/or any other such items. Besides disturbing the concerned ward from attending their school activities, it causes additional strain on the meagre school resources to hand over such articles to the concerned child.

10 **SCHOOL BAG POLICY**

The school adheres to the guidelines issued by the MHRD on School Bag. The link <https://bbpsnoida.balbhharati.org/school-bag-weight-policy/> will educate you in choosing an appropriate School Bag for your loved one.

11 **HEALTH AND NUTRITION**

The school lays a lot of stress upon the health and well-being of all our students. A nutritious tiffin facilitates healthy development of children. Avoid sending junk food, aerated drinks, chips and other food items made of refined flour in the tiffin. The school is working towards providing healthy and nutritious mid-day meals to the students. A detailed Circular in this regard will be shared with the parents. Parents desirous of opting for the facility may do so during the Orientation Programme, i.e. meeting with the Class Teachers.

12 **SWIMMING**

Under the aegis of the Sports Council, CES, it is mandatory for all Pre Primary children to learn Swimming. A session in the Swimming Pool is treated as a recreational activity. The swimming sessions will start from the month of April, 24. The timetable for swimming session will be shared by the respective class teachers.

In order to further encourage Sports and Games amongst tiny tots, the school holds evening Sports Academy classes for the following sports like Tennis, Table Tennis, Soccer, and Cricket. Parents desirous of enrolling their children in any of the sports academy may do so by contacting Mr Dinesh Bisht/Mr Vardhan.

13 **SCHOOL DECORUM**

It has been observed with concern that parents / guardians visit the school premises for various reasons in an attire, which is NOT considered appropriate to the decorum and dignity of a prestigious institution like Bal Bharati Public School, Noida. Hence, all parents/guardians/visitors are expected to carry the Parent ID Card whenever they come to the school premises dressed up in appropriate attire. Slippers, shorts, nightdresses, tracksuit etc are to be avoided at all costs, failing which the entry of such personnel will be denied and they will NOT be entertained to resolve the purpose of their visit. **ALSO, IT IS MANDATORY FOR THE PARENTS TO CARRY THE PARENTS' ID CARD WHENEVER THEY VISIT SCHOOL.**

14 **SUMMER CAMP**

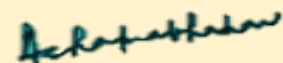
Every year the school holds a Summer Camp for Pre School and Pre Primary classes comprising activities such as Swimming, Art & Craft, Theatre, Music and Dance. A detailed circular will be shared in this regard during the first week of May, 2024. Parents desirous of enrolling their wards for the above activity may enroll their children with the respective class teachers.

15 **ADVENTURE DAY CAMP**

Every year, the school organises a Day Camp for the students of Pre School and Pre Primary, exposing the children to numerous age appropriate outdoor activities and challenging tasks during the month of December. A detailed Circular will be shared in this regard during the month of December 2024. Parents desirous of enrolling their wards in the fun filled adventure camp may forward their consent to the respective class teachers.

We look forward to your support and constructive feedback to make the new academic session (2024-25) a meaningful and enriching one for you and your child. If you have any comments, questions or suggestions, or grievances, please do write us on the school e-mail id bbpsnd@balbhharati.org. We aim to respond to all your queries as soon as possible.

WE SINCERELY APPRECIATE OUR PARENT FRATERNITY FOR HAVING CHOSEN, BAL BHARATI PUBLIC SCHOOL, NOIDA, A SCHOOL, FOR IMPARTING HOLISTIC EDUCATION TO YOUR WARD.



Asha Prabhakar
(Principal)

Kindness, Resilience, Respect

