



SOUTH POINT HIGH SCHOOL
Affiliated to Central Board of Secondary Education
An OHSAS 18001:2007 Certified Institution

NOTICE
CLASS VI : SESSION 2020-2021

Parents / Guardian of pupils are requested to read and follow the instructions given below:-

1. ADMISSION TO CLASS VI

Parents / Guardian of pupils promoted from Class V (South Point School) will be required to submit fresh **ADMISSION FORM** for Admission to Class VI. The Admission Form is pre-printed with information available with South Point School. The duly filled in form must be submitted to the School Office with a photocopy of the evidence of age duly self attested by the guardian at the time of **verification** along with the original. **Original Birth Registration Certificate issued by the Municipal Corporation / Municipality will only be accepted as evidence of age proof.** Please ensure that the birth certificate carries the name of the child.

Unless a copy of this evidence of age, as mentioned, is attached with the Admission Form, along with the original documents for verification, no Admission Form will be accepted under any circumstances. Cross-checking of the above mentioned documents with records at South Point School is not sufficient. **This must be treated as extremely important.**

The date and time of admission will be notified in due course.

2. PAYMENT OF FEES

Fees will be debited automatically on 15.04.2020 from your designated Bank Account through National Automated Clearing House (NACH) system.

3. ISSUE OF TEXT BOOKS, EXERCISE BOOKS, ETC.

The date and venue for issue of Text Books, Exercise Books etc. will be notified in due course. **The cost of Text Books / Exercise Books, etc. will be debited from your Bank Account, unless indicated otherwise, along with the fees for the month of April 2020 through NACH.** Please note that the amount will be rounded off to the nearest rupee.

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4. SESSIONS - School timings are as follows:

Morning Session : 6:40 a.m. to 11:50 a.m.
Afternoon Session : 12:20 p.m. to 5:30 p.m.

Date of commencement of class will be notified later.

5. ISSUE OF IDENTITY CARDS

ID Cards will be issued and shall be valid for the ensuing academic year. Pupils are required to fill in the ID Card Form and affix a recent coloured passport size photograph in school uniform of Class VI with tie. The Form for ID Card duly filled in and placed in an envelope with ID No., Name, Class, Section, Session written on the envelope is to be handed over to the Class Teacher on commencement of class.

Guardians are requested to advise their children/wards to take care of the ID Cards. In case of damage / loss of ID Cards, School office must be intimated forthwith and a fresh ID card will be issued on payment of **Rs.50/-**.

In case of any difficulty or issue with the ID Card, the concerned pupil is to contact the Office Superintendent for advice.

Pupils must carry their Identity Cards while attending School. ID Cards will remain valid only if the pupil remains on the roll of the School.

Before obtaining transfer certificate, the ID card has to be surrendered.

6. TRANSFER CERTIFICATE ON PROMOTION TO CLASS VI

Pupils promoted from Class V to VI, who do not want to take admission to Class VI (Session 2020-2021) at South Point High School are to apply via mail on the email id **sps@southpoint.org.in** by 31.03.2020.

7. TRANSFER OF CAUTION MONEY

Caution Money, paid at South Point School at the time of admission will be automatically transferred to South Point High School on admission in Class VI.

20.03.2020

Principal