



SOUTH POINT HIGH SCHOOL

An ISO 45001:2018 Certified Institution
Affiliated to Central Board of Secondary Education

Circular No.101/P&G/2021-22

March 26, 2022

For Parents / Guardian of the pupils of Class VI
Re: Admission for the Academic Session 2022-2023

Dear Parents / Guardian,

You are requested to read and follow the instructions given below: -

COLLECTION AND SUBMISSION OF ADMISSION FORM

Parents / Guardian of pupils promoted from Class V (South Point School) will be required to collect **Fresh ADMISSION FORM** and submit the same for Admission to Class VI at South Point High School. Please find below the schedule for the same, based on the Class VI Sections / Sessions allotted to the pupils in their Class V Term-2 Report Card:

DATE AND TIME FOR COLLECTION AND SUBMISSION OF THE ADMISSION FORM			
Morning Session on 29.03.2022		Afternoon Session on 30.03.2022	
A, B, C & D	11:30 am to 1:30 pm	A, B, C & D	11:30 am to 1:30 pm
E, F & G	2:30 pm to 4:30 pm	E, F, G & H	2:30 pm to 4:30 pm

The Admission Form is Pre-populated with information available at South Point School. The Parents (both father and mother) are required to collect the form, sign and affix their photographs as well as their ward's in the place provided in the form. The duly filled in Form must be submitted to the School Office together with a photocopy of the evidence of age duly self-attested by the guardian at the time of verification along with the original. It must please be ensured that the Birth Certificate issued by the Municipal Corporation / Municipality carries the full name of the child.

Please note that unless a copy of this evidence of age, as mentioned, is attached with the Admission Form, no Admission Form will be accepted. This must be treated as extremely important. If there is any change of address (Local/Permanent), two photocopies of supporting documents like Passport / Aadhaar Card / Voter ID / Driving Licence / Property Tax Bill, etc. to be submitted.

contd...2.

PAYMENT OF FEES

Fees will be debited on a bi-monthly basis from the Bank A/c. through National Automated Clearing House (NACH). The date of deduction of fee for the block of April-May 2022 (First Block) will be on 16.04.2022.

Normal working hours for pupils is as follows:-

Morning Session : 6:40 am to 11:50 am
Afternoon Session : 12:20 pm to 5:30 pm

COMMENCEMENT OF CLASSES

Initially, the classes will begin with reduced hours to acclimatize pupils to the new environment. Also, every section will be divided into two groups (**Group-1 and Group-2**), details of which will be shared with you soon.

Group-1 will attend School from Tuesday, April 05, 2022 from 8:00 am to 10:00 am (Morning Session) and from 11:00 am to 1:00 pm (Afternoon Session).

Group-2 will attend School from Wednesday, April 06, 2022. The time-slots will remain the same as that of Group-1.

Further instructions on blended learning pattern to be followed by the School at present will be shared with you soon.

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.

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 2022-2023) at South Point High School are to apply at South Point School for a Transfer Certificate through HELPDESK or via mail at sps@southpoint.org.in by **31.03.2022**. **In either case, a scanned copy of the application signed by both parents requesting for withdrawal of the ward has to be attached.**

We look forward to Class VI joining South Point High School.

Thank you.

Principal