

CONVENT OF JESUS AND MARY
ST. PATRICK'S JUNIOR COLLEGE, AGRA

DATED: 15TH MARCH, 2025

Dear Parents,

Greetings and best wishes! With the blessings of the Almighty, we are nearing the successful completion of another academic session (2025-2026). I sincerely thank you for your unwavering support and cooperation, which have been instrumental in this journey.

To ensure the smooth and efficient functioning of the institution and to prevent any disruptions in your ward's education, please take note of the following important points:

1. Distribution of Results

- **Date:** 27th March 2025
- **Timings:** 7:30 a.m. to 10:30 a.m.

2. Commencement of the New Academic Session

- **Date:** 1st April 2025

3. School Timings

- **U.K.G:** 8:00 a.m. to 12:00 noon
- **Std I to V:** 6:55 a.m. to 1:00 p.m.
- **Std VI to X & XII:** 6:55 a.m. to 1:15 p.m.

Note: The school gate will **close promptly at 6:55 a.m.** Late arrivals will not be permitted.

4. Meeting with Teachers & Principal

- Parents are **not permitted** to visit classrooms to meet teachers. However, they may meet the concerned teacher in the school parlour **with prior permission** from the Principal.
- Parents are expected to attend all **PTMs** conducted throughout the year to discuss their ward's progress.
- Birthday celebrations should be **kept simple**.
- **Meeting Timings with the Principal:**
 - **Days:** Mondays & Thursdays
 - **Timings:** 9:00 a.m. to 10:30 a.m.
 - Parents/visitors must **check in with the receptionist** before approaching the Principal.
- No school-related work will be transacted on **Sundays, holidays, or after office hours**.

5. Fee Payment

- The **fee structure and payment schedule** are detailed in the fee book. Fees can also be paid online.
- Parents are encouraged to pay the **full-year fees at the beginning of the session** to avoid **late fines and related issues**.

6. English Communication & Uniform Discipline

English Communication

As an **English-medium school**, it is imperative that students **develop strong English communication skills**. Many children hesitate to speak in English, which affects their ability to express themselves clearly. **Proficiency in English is essential** not only for academic success but also for their confidence in public speaking and future opportunities.

We request parents to **reinforce English communication at home**, encouraging children to **speak, read, and think in English** for better fluency.

Uniform & Personal Hygiene

It has been observed that many students do not adhere to proper uniform and hygiene standards. Please take note of the following:

- **Shoes must be polished and tidy.**
- **Hair should be neatly combed and trimmed** as per school guidelines.
- **Uniforms must be well-fitted**—students should not wear **tight or short uniforms** due to growth.
- **Old, worn-out, or unclean uniforms are unacceptable.**
- Students must **bathe daily before coming to school**. Lack of proper hygiene affects not only their well-being but also that of their classmates.

Maintaining proper **personal hygiene and discipline in attire** is essential for a **healthy and respectful** learning environment. We request parents' cooperation in ensuring that students comply with these basic yet important guidelines.

7. Examination Pattern (2025-2026)

- **Two Terms:** Half-Yearly and Final Term
- **One Class Test:** 10 marks
- **Two Unit Tests:** 20 marks each

Half-Yearly Exams:

- **Std 1st to 8th:** 70 marks
- **Std 9th to 12th (Commerce, English, Hindi):** 20 + 80 = 100 marks
- **Std 11th & 12th (Science, Home Science, Computer):** 30 + 70 = 100 marks

Final Term: 20 + 80 = 100 marks

Pre-board Exams: For Std X & XII

No provision for early tests, re-tests, or re-examinations.

8. Attendance Requirements

- **For Std X & XII: 75% attendance is mandatory** as per Council regulations.
- Students failing to meet this requirement **will not be allowed** to appear for board exams.
- **For all other classes:** A minimum of **85% attendance** is required for promotion to the next class.

9. General Guidelines for Students

Students should bring **only study materials** to school. The following items are strictly prohibited:

- **Mobile phones**
- **Cosmetics (eyeliners, lipsticks, makeup kits, etc.)**
- **Sharp objects**
- **Hair coloring and mehendi application**

Use of **mobile phones within the school premises is strictly prohibited**. Students **are not allowed** to bring mobile phones to school under any circumstances.

10. Health & Safety Measures

- Parents of students who are sick or on medication **must submit** medical documents and treatment details for safety purposes.

11. Encouraging Healthy Habits

We urge parents to promote **healthy eating habits** by encouraging children to consume **nutritious food** and **avoid junk food**.

12. Implementation of the New Education Policy (NEP)

As per the **New Education Policy (NEP)**, classes **1st to 8th** will have **ten 'bagless' days** dedicated to **joyful learning and skill-based activities**. Attendance during these sessions is **compulsory**.

13. A Word of Caution: Internet & Social Media

In today's digital age, it is crucial to **monitor your child's exposure** to the internet, mobile phones, and television. Many TV programs and social media platforms promote **violence and misleading values**, which can negatively impact young minds.

I **strongly encourage parents** to spend **quality time** with their children, offering them **love, guidance, and support** to help them grow into **responsible, compassionate, and well-rounded individuals**.

I conclude with these inspiring words by **Julie Payette**:

"Education is the foundation of all we do in life. It shapes who we are and what we aspire to be."

May God bless and reward you all!

Sr. Leena Dorothy R.J.M.
Principal
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