

Dear Parents

“Strength does not come from physical capacity. It comes from an indomitable will” – Mahatma Gandhi.

If there were some important lessons learnt during the session 2020-2021, they were of resilience and of cultivating the ‘never say die’ attitude. Keeping in mind the increasing number of Covid -19 cases in Jammu and the safety of students and teachers, **we will continue with ONLINE CLASSES for Classes 1 to 8 w.e.f 05 April 2021.** We propose to hold OFFLINE classes as and when the situation improves and the same will be intimated to you timely.

1 .Important Dates:

The new academic session 2021- 2022 for Classes LKG to X, XII shall begin on **Monday, 05 April 2021**. New What’s App Groups (CLASS WISE) will be formed.

2. Timings for Academic Classes (For classes 1 to 8):

- **Academic classes will be held online every week from Monday to Saturday using Google Meet with NEW GOOGLE IDs. These IDs will be shared with you soon. The timings will be as follows:**
- **From Monday to Saturday, the classes (1 to 8) will be held from 8:00 am onwards with 5 periods of 50 minutes duration each. There will two breaks of 20 min each in between.**
- Physical Education, Performing Art & Computer periods will be integrated within the teaching periods.
- **The timetable will be shared by the Class Teachers.**
- Various Inter House activities and club activities will be organized from time to time, participation in these activities will be optional.

3. General instructions regarding the conduct of online classes:

- The students should be neatly dressed for the class.
- They should login for the class at 07:55 am and will not be allowed entry after 08:05 am.
- Please earmark a dedicated space at home, which is free from any disturbance and has a comfortable workstation for your ward to attend her/his classes.
- Please ensure that there is a steady internet connection when the classes are going on.
- Though the microphone and camera should remain in the switched off mode, the student has to mandatorily switch on the camera and turn on the microphone at the time of class participation in any activity or while answering questions/ any query.

4. Attendance:

- Every student is expected to login for the class at 05 minutes early. Students will not be allowed entry after 5 minutes of start of the class.
- **Attendance will be taken in every period. It is imperative for a student to have 75% attendance to be eligible to appear for any Examination.**

- The school views absence from classes very strictly. For any leave of absence, intimation regarding the same should be emailed to the Class teacher. In case of Medical leave, a leave note along with the Medical Certificate should be emailed to the Class teacher.
- Leave will not be granted during weekly tests, Mid-Term and End-Term Examinations.

5. Please note:

- **Parents can CALL the Class Teacher/ Subject Teacher in between 05:00pm to 6:30pm ONLY.**
- The Class teacher and the school office should be informed immediately about any change in the residential address, email and/ or telephone number, to update the school record.
- Please check for emails and messages, sent by the school, on a regular basis.
- **The details of the academic schedule and the tests will be shared with you from time to time on CLASS WHATS APP GROUP.**

6. As a part of our Social Service initiatives,

- **In this Pandemic year, we stand hand holder to share the financial burden, PARENTS can donate OLD TEXTBOOKS of their wards which be handed over to SCHOOL LIBRARIAN between 05 April to 10 April 202 from 9:00am to 12:00noon.**
- **Kindly ensure that the books are in good condition.**
- **Those parents willing to TAKE OLD BOOKS can send an application with child details (Name, Class for which book required, Section, Contact number) to the class teacher.**
- The set of books (if available) will be handed over to them as early as possible.

We would like to extend our gratitude to you for supporting us in all our endeavours directed towards bringing out the best in our students.

With Regards

**PRINCIPAL
AIR FORCE SCHOOL, JAMMU**