



Mount Litera Zee School

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An English Medium, Co-educational Sr. Sec School
Affiliated to CBSE - New Delhi



School Code. 60940

Affiliation No. 2132273

MLZS/Circular/2021-22/20

03 Dec 21

SCHOOL TIME EXTENSION (PP-XII)

Dear Parents,

1. Winters are intensifying every passing day, keeping in mind the possibility of further decline in temperature in the coming days, school time is being extended from Monday, 06 Dec 2021 onward till further orders. School Time will be as below :

- (i) **Arrival of Students : 09:00 – 09:05 Hrs (All Classes)**
- (ii) **Morning Assembly : 09:05 – 09: 25 Hrs**
- (iii) **Academics : 09:25 – 13:55 Hrs**
- (iv) **Departure : 14:00 Hrs (Transport) (All Classes)**

2. Those parents who are dropping their wards on their own or students are coming on their own, Kindly ensure your ward does not come to school before 08:55 hrs morning. **Those (students) who are coming to school on their own vehicle, parents would be responsible for their safety & security or any legal liability arising due to vehicle ride eg driving license, helmet etc. School will take no responsibility of such students (for anything that happens while coming or going). Running a vehicle without a valid Driving License is illegal.**

3. Winter uniform is compulsory, kindly ensure your ward comes in proper school uniform(winters). Girls must do their hairs (two plaits(choti)) except having boy cut hair style.

MUST READ :

4. **Keeping in view safety and security of school students in the school and in transit following items are strictly banned in school premises and in transport.**

Pen Drive, CDs, HDD, SDD, Camera, Mobile Phone (all types), Sharp Objects, Knife, any kind of recording device, Smart watches, wearing Kada (bangle), Crackers or any kind of sparkles or other explosives, Colours, Gulaal, Perfume or Scent, any kind of greeting cards (except otherwise permitted for occasion like Teacher's Day), slam books, Novels(other than syllabus(non educative)), Cartoon books (non syllabus), any kind of weapon or otherwise objectionable material (to be decided by the school discipline committee).

Parents are to ensure, their ward does not carry any of the above given item, irrespective of any occasion (reason) whatsoever in the school. No excuse will be accepted in this regard.

Strict disciplinary action will be taken (if any student is found having any of above said items in their possession), as per legal provisions (including suspension or rustication from school) and item shall be confiscated by the school. No appeal shall be heard in this regard.

So, Please ensure the compliance of the above said rule and help school in creating better and safe learning environment for students.

This circular overrides the earlier circulars on school timing.

Parents' cooperation in smooth running of the school is solicited.

**Regards,
Sd/-**

Principal