

ST. PAUL'S SR. SEC. SCHOOL, PALI

Standard Operating Procedure (SOP) **Date : 02/12/2021**

Dear Parents & Students of Class Nursery, LKG & HKG

For the smooth running of teaching/ learning activities, students of classes Nursery, LKG & HKG are permitted to come to the school from **06th December 2021 (Monday)** with a **written consent** of their parents/guardians and we are looking forward to seeing your children again in school.

Standard Operating Procedure (SOP) is as follows:-

1. Students should wear a mask and carry a spare mask and hand sanitizer.
2. Wearing of mask always is compulsory.
3. Social distancing and precautionary measures should be followed by all the students.
4. Parents must sign the consent form enclosed with this letter and send it along with their ward.
5. Parents will arrange the facility to drop and pick up the child/children from the school.
6. Respiratory etiquettes like covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief/flexed elbow to be followed.
7. Sharing of items like notebook, pens/pencil, eraser, water bottle, etc. amongst students should not be allowed.
8. If a student is sick, he/she should not come to the school and follow necessary protocols in this regard.
9. Parents are requested to maintain students' hygiene (uniform, bags etc.).
10. School Timing for students is **08.30 am to 11.30 am.** (**Nursery, LKG & HKG**) & Classes will be conducted from **Monday to Saturday.**
11. Study materials will be uploaded on the school website as usual.
12. Provide clean small napkins/ clean cloth daily to your ward for wiping hands.
13. Parents may take care not to send their ward to school if the child is not feeling well.

PRINCIPAL

CONSENT FORM OF PARENTS

To
The Principal,
St. Paul's Sr. Sec. School,
Pali.

Respected Rev. Father Principal,

My ward Master / Miss _____ of
Class _____ Section _____ is given permission to come to the school between
08.30 am to 11.30 am from Monday to Saturday, w.e.f. **06th December 2021**. I am
fully aware of the precautionary measures to be taken while sending my son/ daughter
to the school. It will be my responsibility to bring & take the child/children from the
school.

Father's / Guardian Name: _____

Signature: _____ Date: _____

Address : _____

Mobile No. _____