



**The Bishop's School, Camp - Pune**

**PRINCIPAL'S MESSAGE**

**TO PARENTS**

**OF**

**CLASSES : V, VI & VII**

**Date : Friday, 15<sup>th</sup> July 2011**

**Time : 10 : 00 a. m.**

**Venue : New Hall**

**(B. W. Roberts Building)**



### **The Bishop's School, Camp - Pune**

- The Principal : Mr F R Freese
- The Headmaster : Mr J Edwin
- The Headmistress : Mrs V Freese
- Assistant to the Headmaster : Mrs. M. Kale
- Assistant to the Headmistress : Mrs C Singh
- Games Secretary : Mr R Bendre
- Senior School Counsellors : Dr (Mrs) Y Singh and Mrs. V Bhagat

### **CLASS TEACHERS OF CLASSES V, VI & VII**

#### **CLASS V**

<b><i>CLASS</i></b>	<b><i>TEACHER</i></b>
<b>V A</b>	Ms. M. Barsay
<b>V B</b>	Mrs. A. Daniel
<b>V C</b>	Mrs. U. Mittal
<b>V D</b>	Mrs. M. James
<b>V E</b>	Mrs. U. Hiremath
<b><i>Subject Teachers</i></b>	
<b>HINDI</b>	Mrs M Dhawan
<b>MARATHI &amp; SANSKRIT</b>	Mrs S Gokhale Mrs. S. Gaikwad

#### **CLASS VI**

<b><i>CLASS</i></b>	<b><i>TEACHER</i></b>
<b>VI A</b>	Mrs. S. Sayed
<b>VI B</b>	Mrs. P. Agarwal
<b>VI C</b>	Mrs. V. Gaikwad
<b>VI D</b>	Mr. A. Eates
<b>VI E</b>	M. L. LaRiviere

#### **CLASS VII**

<b><i>CLASS</i></b>	<b><i>TEACHER</i></b>
<b>VII A</b>	Mrs. C. Daniels
<b>VII B</b>	Mrs. D. Gonjari
<b>VII C</b>	Mr. S Chhapani
<b>VII D</b>	Mrs. S. Peeradina
<b>VII E</b>	Mrs. P. Suryanarayan

#### ***Subject Teachers for Classes VI & VII***

<b>HINDI</b>	MrsV Borge and Mrs S Sharma
<b>HISTORY</b>	Mrs S Sayed and Mrs.P.Siddiqui
<b>COMPUTERS</b>	Ms S Chainani/Mrs.N.Shaikh/ Mr.A.Kale
<b>MARATHI</b>	Mrs.A. D'Souza/ Mrs. V. Yadav
<b>PHYSICAL EDUCATION</b>	Mr M. Young and Mr.S. Deshmukh



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***IMPORTANT DO'S AND DON'TS / SUGGESTIONS TO PARENTS***

Do bear with us as many of the points have been repeated.

1. Strictly abide by the reporting time i.e. 7:45 am. Should any child arrive late repeatedly the gates will be closed and the child will not be allowed to enter the School.
2. Read and sign the School Diary and check that your son has completed his Homework. If he hasn't copied down the Homework, **check on the Internet.** The Teachers write remarks occasionally in the Diary, ensure that they are read and children are corrected. This must be signed by the Parent. **Please ensure your son completes his Home Work.**
3. Students must have proper haircuts – no mushroom cuts.
4. Students must come in clean white uniform. Kindly check the time table. If your son has PT, then he must wear his House Shirt, House Shorts and White Keds.
5. No prefixing or suffixing of leave to any declared School holidays is allowed under any circumstances.
6. Permission may not be granted what so ever for leave to attend weddings and other functions out of station during the School Term.
7. Address all leave notes to the Headmistress (Class LKG to V) and to the Headmaster (Class VI to XII) on proper writing paper with the **Boy's Name, Computer Code No., Class** and Section. Please do not use scraps torn out of an old diary or your child's exercise book.
8. A Medical Certificate must be sent if your son is absent for 3 or more days. If he is absent for a day or two, please write a note in his diary.
9. When your son is absent, it is his duty to find out the work that he has missed and then complete the same.

10. The School Authorities must be informed if your child has a serious medical problem. The medical reports should be handed over to the School Office so that the School could ensure precautionary measures regarding your child.
11. Please do not send your child to school if he is not well particularly when he has a test. If you send your sick child to School, he will be sent to the infirmary and will not be allowed to leave the School till after School hours. **No requests for retests will be entertained.**
12. The Grading System will continue up to Class V. For Classes VI to X there will be Three Terminal Examinations. Each term will comprise of a 20 mark Unit Test and an 80 mark Terminal Examination. 1<sup>st</sup> Term will have a project to be done.
13. **Checking of Answer Scripts by Parents :**
  - In the First and Second Terminal Examinations for Classes LKG to V, the answer scripts will be shown to the Parents in the classrooms, but will not be allowed to be taken away.
  - Senior School Parents are allowed to take home the Answer Scripts for First and the Second Terminal Examinations. Final Examination papers will be shown only in specific cases where a recheck may be allowed.
14. If a parent is willing to substitute in the Junior Classes please give in your name and phone number to the Headmistress.
15. The Mathematics and Hindi Teachers would appreciate it, if parents encourage their children to pay more attention to these subjects, as they carry equal weightage as other subjects.
16. The format of the Question Paper is of the ICSE pattern and not the same as in the Junior School. Hence no comparison of marks or performance of the child should be made as to his performance in the Junior School as compared to that in the Senior School.
17. Ensure that the Text books are read. Do not rely on the exercise book alone.
18. On Open House Days you may meet the various teachers to discuss your son's academic performance. Please remember to collect the Report Card according to the time allotted to you. If you send a relative to collect your child's report card, they are required to carry a letter of authority signed by you.
19. If there is a problem please discuss it with the Teacher after making an appointment through the Headmistress/ Headmaster. If you are still unhappy, you may seek an appointment with the Headmistress / Headmaster to discuss the same.
20. **Visiting Hours / Appointments:**
  - \* **The Principal** may be free for interviews on Monday and Friday between 11:00 a.m. and 1:00 p.m., BY APPOINTMENT ONLY. The Principal will not see any one on School business, on Saturday, Sunday and Holidays. Parents are particularly requested to keep

to these timings. Business hours in the office will be strictly from Monday to Friday between 9:00 a.m. to 12:00 noon.

- \* **The Headmaster**, will be available to meet Parents of the Middle and Senior School Students on Tuesday, Wednesday and Thursday between 10:00 a.m. and 12:30 p.m. after making an appointment with the Secretary to the Headmaster.

**The Headmistress** or the First Assistant will be available to meet parents of the Junior School Students on Tuesday, Wednesday and Thursday between 10:00 a.m. and 12:30 p.m. after making an appointment with the Secretary to the Headmistress.

**Parents are requested to please keep to these timings.**

21. **The Card System** – The Card System will continue i.e. depending on the seriousness of the offence by your child he will be given a Yellow card each for his first and second warning. Then a Green Card for the Third. Then the final card will be a Red Card which if issued to your child would lead to his expulsion from the School.
22. Parents who are willing to stand by the School in emergencies please give in your names and mobile numbers in the registers which are being passed around.
23. Rumours and gossip. Please do not hesitate to phone or write for clarifications from the Administrations. Fact or fiction is the theme of the school.
24. Please do not approach any Touts or so – called leaders for admission for a fee as this is against our policy and Christian spirit. **We do not accept any donation for admissions and those who approach you are not representing us.**
25. Parents are requested to check the School Dairy / Planner and Website for all information or doubt regarding the School.

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