

Ref: 2026-27/ 01

Date: 06-04-2026

Dear Parents

Warm Greetings!

As we step into the academic session 2026–2027, Sanskar School extends a cordial welcome to our returning students and a warm embrace to those who are joining us for the first time. We look forward to a year enriched with meaningful learning experiences, personal growth, and new milestones.

This circular is intended to familiarise you with essential guidelines to ensure a smooth and productive beginning to the session.

We are also delighted to share that following the successful establishment of our branch, The Little Starlings at Ambabari, we have further expanded our footprints with the opening of our new branch at Patrakar Colony, Mansarovar. This milestone reflects our continued commitment to extending quality education and nurturing young learners across the city.

At Sanskar School, we remain committed to academic excellence and holistic development. We strive to provide a safe, nurturing, and stimulating environment where every learner can flourish. To maintain discipline and ensure a conducive atmosphere for learning, adherence to school policies is imperative. Kindly take note of the following:

General Information & School Timings

The school reopens for students on **Monday, 6th April 2026**.

School timings:

- Pre-Primary: 8:30 a.m. – 1:00 p.m.
- Classes I–XII: 7:30 a.m. – 2:00 p.m.
- Saturday Timings for Grades VI to XII: 7:30am – 1:00pm
- Pre-Primary to Class V will follow a five-day week (Saturday off).
- Students must report to school before 7:30 a.m.

Attendance & Leave Policy

- Regularity and punctuality are expected from all students.
- Students are not permitted to leave the campus during school hours. In case of an emergency, a written request from parents is mandatory.
- Absence exceeding two days must be supported by a written application to the Class Teacher.
- Planned leave must be approved in advance by the Principal.
- Leave during examinations is discouraged and will only be granted under exceptional circumstances with prior approval.
- A minimum of 75% attendance is compulsory; failure to meet this requirement may result in ineligibility for examinations.
- Parents are advised to ensure consistent attendance of their ward.

Uniform & Personal Conduct

- Students must attend school in neat and complete uniform as prescribed.
- Proper grooming is expected: neatly tied hair with a Black rubber-band and Black hairclips for girls and well-trimmed hair for boys.
- Wearing the school ID card daily is mandatory. Reissuing of duplicate ID cards will be chargeable.
- Students should refrain from bringing valuables to school. The school will not be responsible for any loss.

- The prescribed textbooks and uniforms are readily available with vendors in the market for purchase. However, in response to requests from several parents, the school has arranged a temporary Book and Uniform Counter on campus for one week for your convenience. Please feel free to purchase uniforms and books from wherever you find most convenient.

Safety Measures

- Students commuting on two-wheelers must carry a valid licence and wear helmets at all times.
- Bicycle users are also advised to wear protective headgear and follow traffic regulations strictly.

Communication & School Interaction

- Parents are encouraged to attend Open House sessions to review their child's progress.
- Teachers may be consulted during stay-back hours on Wednesdays and Saturdays.
- Kindly use the School Diary for all communication with teachers/coordinators. Personal contact should be avoided.
- The School Diary must be brought to school every day.

Student Responsibilities & Guidelines

- Pupil's Particulars in the school diary must be duly completed at the earliest.
- All belongings should be clearly labelled with the student's Name, Class, and Section.
- Students are encouraged to participate in Inter-House activities for overall development.
- Only vegetarian and nutritious food should be sent in lunch boxes. Including a fruit is highly recommended. Junk food should be avoided.
- Exchange of gifts on birthdays is not permitted within the school premises.
- Mobile phones are strictly prohibited. In case of emergencies, the school office phones will be made available.

Academic Enrichment & Facilities

- Parents are encouraged to cultivate a daily reading habit in their ward. Even 30 minutes of reading can significantly enhance comprehension and language skills.
- Evening sports facilities are available, including Basketball, Badminton, Volleyball, Soccer, Lawn Tennis, Skating, and Karate. For details, please contact Mr. Vinod Sharma at 9352202880.
- The school provides counselling support for students and parents. Appointments may be scheduled in advance.

New Age Learning Opportunities

In our continuous endeavour to provide future-ready education, we are pleased to introduce the following enriching programs:

1. AeroBay STEAM Learning Program (Grades III-XII)

Students will now have access to a cutting-edge STEAM-based learning ecosystem, offering:

- Practical exposure to domains like Aerospace, Drones, E-Vehicles, Meteorology, and Design Thinking
- Hands-on lab experiences within the school campus
- Guidance from qualified engineering and STEM experts
- Opportunities for certifications and industry-level exposure

This initiative aims to bridge the gap between theoretical learning and real-world application.

2. Brand-Endorsed Virtual Summer Internships (Grades VI–XII)

In collaboration with SkilliZee, students will get a unique opportunity to:

- Work on real-world projects guided by industry mentors
- Participate in live mentorship sessions
- Engage in hands-on projects and simulations
- Gain access to an interactive LMS dashboard
- Earn certification endorsed by reputed institutions like IIT Bombay E-Cell, BITS Hyderabad E-Cell, and STEM.org.
- Internship exposure with brands such as Hocco, Gud Gum, Salty, and Gustora will help students build practical skills, confidence, and career awareness at an early stage.

For more details please contact: Mrs. Manisha Chandra (9001007788), Mrs. Deepika Banerjee (9351960753), Mr. Amit Kumar Jain (70140 22655).

School Resources & Updates

- The School Office and Library will remain functional on all working days from 9:00 a.m. to 1:00 p.m., including summer vacations. Kindly return the books in good condition as per the return policy and date mentioned.
- Parents are requested to follow the school's website and social media platforms regularly for updates.
- The School Calendar will outline monthly activities and events for better planning.

A Shared Commitment

We value your cooperation and involvement as partners in your child's educational journey. Open communication and constructive feedback will enable us to better support every learner's progress.

Together, let us make this academic year enriching and rewarding—fostering discipline, curiosity, and excellence in every child.

Best Wishes



Mrs. Neelam Bhardwaj
Principal
C.B.S.E.



Mrs. Girdhar Kumari
Principal
International Curriculum