



DELHI PUBLIC SCHOOL  
MAHENDRA HILLS – SECUNDERABAD

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Ref No: DPS/MH/19-20/001

Date: 02-02-2019

Dear Parents,

***Congratulations!*** Your ward is going to enter the threshold of Delhi Public School – Secunderabad

- I. School is organizing an “Orientation Program” for the **“New parents of Pre-Primary (Pre-Nursery, Nursery and Prep) and classes I to VII on 9.2.2019, Saturday in the AV Room.”**
- II. **Timings: Pre Primary – 09:00am to 10:00am**  
**Class I – VII – 10:30am to 11:30am**

**Parents are requested to be seated 15 minutes before their scheduled time**

This program enables:

- Smooth transition of the child from home to extended home
- The elimination of any apprehensions of the parents
- To understand the Learning methodologies and the processes followed in the school
- Establishes harmonious relationship between the school and the stake holders
- To apprise the facilities, infrastructure
- Extra support in scholastic and sports.

**The Orientation program is only for the parents. Children are not permitted.**

- III. The new academic year will commence from 11.03.2019.

Pre-Primary: 8:30 am to 12:30 am

I to VII: 8:30 am to 3:15 pm

**School will close for summer vacation for all classes from 13.04.2019**

**School reopens for students after summer vacation on 06.06.19**

- IV. Books and Uniform related information would be shared soon.
- V. Parents interested to avail **transport facility** for their ward are required to **register online before 06-02-2019** in the studease portal in transport tab. In case of any technical issues, please write to [techsupportmh@dpsscunderabad.in](mailto:techsupportmh@dpsscunderabad.in)
- VI. **Health form** will be made available online in the studease portal. The form needs to be downloaded. The duly filled form signed by both the parents and certified by a medical doctor needs to be uploaded in the studease portal in .pdf format before 28/02/2019.
- VII. Fee challan for the first term and transport can be collected from the accounts office on the day of Orientation. The fee is payable at “Axis Bank” (any branch). Bank accepts cash and cheque payments. Cheque payments are to be drawn in favour of Balajee Arun Educational Society A/C Mahendra Hills. School copy of the paid receipt has to be submitted at the account office or a scanned copy of receipt can be sent through email, at [accountsmh@dpssecunderabad.in](mailto:accountsmh@dpssecunderabad.in).
- VIII. Parents are requested to **submit their ward’s Transfer Certificate/caste certificate (if applicable) and report card of the final exam from 01.04.2019 to 10.04.19 between 9:00 am to 1:00 pm** at the Admission counselor’s office. Failing which your ward will not be allowed to attend classes after summer vacation.

Mrs. Sunitha S.Rao  
Principal

Mrs. Kiran Khanna  
Head Mistress