



INDIRAPURAM PUBLIC SCHOOL, INDIRAPURAM

Ref. No. IPS/CIR/2024-25/002

Dated: 10-Apr-2024

Dear Parents,

We would like to inform you that the **1st Parent-Teacher Meeting (PTM)** of this academic year is scheduled to be held on **April 13, 2024**, which falls on the **2nd Saturday** of the month. It is **mandatory** to attend the PTM as it is important to meet the new class teacher for the smooth running of the academic session.

The details of the PTM are as follows:

Agenda:

1. Address by Teacher on School Functioning
2. Checking of students' credentials uploaded
3. Payment of Paid Clubs/MUN (Model United Nations) applicable to those who have opted for it.
4. Ensuring Completion of Photographs Uploading of the parents on ERP Portal.
5. Any other query.

PTM Schedule:

- **8:30 AM to 9:00 AM:** Roll numbers 1 to 10
- **9:15 AM to 9:45 AM:** Roll numbers 11 to 20
- **10:00 AM to 10:30 AM:** Roll numbers 21 to 30
- **10:45 AM to 11:15 AM:** Roll numbers 31 to 40

Entry and Exit will be from Gate 2

Floor	Block – A	Block – B	Block – C	Block – D
Ground floor	Vice Principal office & Nursery –UKG	Principal office	Sports Room	-
1 st Floor	Headmistress office (Junior wing) & I -II	IV C, D, E	III- A-E & IV-A, B	Headmistress office (Senior Wing)
2 nd Floor	Headmistress office (Middle wing) & VIII D-F, IX & X	-	XI - A-D	XI-E, & XII
3 RD Floor	VI, VII,VIII-A-C	-	V	CIE

Please adhere strictly to the allotted time slots to avoid any inconvenience. Your cooperation is highly appreciated in ensuring the smooth conduct of the PTM.

Note:- The school will remain closed on Thursday, 11 April 2024, on account of Eid al-Fitr.

Jai Hind!

Dr. Ashish Mittal
Vice- Principal

Ms. Snehlata Krishnan
Principal