MAMTA MODERN SCHOOL

H- BLOCK VIKASPURI, NEW DELHI



Circular No: MMS/2026-27/01

'EARLY EDUCATION: THE FIRST FIVE YEARS HAVE SO MUCH TO DO WITH HOW THE NEXT 80 TURNS OUT'

Dear Parents,

At Mamta Modern School, we have thoughtfully designed our Pre- Primary Department to provide a safe, stimulating, and nurturing environment where young learners can explore, grow, and develop essential skills. Our infrastructure is tailored to meet the unique needs of early childhood education, ensuring a joyful and enriching experience for every child.

Spacious and Child-Friendly Classrooms

Our Nursery classrooms are bright, airy, and well-ventilated, creating a cheerful and comfortable learning space. Equipped with age-appropriate furniture, including small tables, chairs, air conditioners/ room heaters and air purifiers, ensuring safety and comfort.

The classrooms have an Audio-visual learning aids including smart televisions, to make storytelling and learning more engaging.

Activity and Creativity Spaces

Music and movement rooms to introduce rhythm, dance, and basic musical instruments for holistic development.

Hygienic and Child-Friendly Facilities

Clean and child-friendly washrooms with low-height sinks and toilets that encourage children to use them independently, with supportive maids available to assist whenever required.

Regular sanitization and hygiene checks are carried out to maintain a healthy and safe environment.

A well-equipped medical room with a trained nurse is available to attend to any first-aid needs.

Secure and Monitored Environment

CCTV surveillance across the Nursery department for enhanced security. Restricted access with trained security personnel at all entry points.

Well-defined pick-up and drop-off procedures to ensure children's safety.

Nurturing and Qualified Educators

Experienced and compassionate Nursery teachers trained in early childhood education. Well-trained support staff to assist children with their daily needs. A low student-teacher ratio to ensure personalized attention and care.

Suggestions to Parents:

1. Whenever you write to school about your son/daughter, always quote his/her full name and class with section.



2. School Telephone no.- 45614561, 45614501, 45614502



3. **Visiting Time: -**
   Class Teachers: - 1:00 p.m. to 2:30 pm



4. **Please notify any changes at home, such as, parents being away, illness in the family or anyother change in your child's behaviour pattern. This will enable us to help the child in case of any emergency.**

5. **Any change in the residential / office address, telephone number, occupation of either mother or father should be intimated in writing to the class teacher and school office immediately in order to update school records.**

6. **Check your child's bag daily after he/she comes back. There might be a note for you or some school equipment might have gone in by mistake.**



7. Please apply for leave if it is needed for any reason. Do not take away the child without prior permission.

8. Teachers are available for any discussion after school hours. Please do not disturb the children / teachers during school hours.

9. In case you are picking the child yourself on a particular day and if your child avails the school transport, kindly inform the class teacher in the morning.

10. Children (who do not avail school transport) must be in school by 8.00 am.

11. Children who avail school transport are requested to reach the bus stop at least 5 minutes early.



12. Every Saturday will be a holiday for Nursery and Prep.

13. Children should be encouraged to speak in English at home.

14. Absence from school on petty excuses is not encouraged but under genuine circumstances please do mention in the school diary the reason for your child's absence when he/she comes back to school.

15. Parents must see that their child is wearing the I Card every day before he /she comes to school as it contains all the important information about the child.

16. The name and section of the child should be clearly marked on his /her belongings such as bottle, pencil box etc. to facilitate easy location if they are misplaced or lost.

17. Your child must be provided with a handkerchief, spoon, fork and napkin everyday.



18. Please ensure that the child comes in proper uniform – shoes properly polished and uniform properly washed and ironed. Check the school diary for details of the uniform. Kindly ensure that your ward is require to wear the track pants with school T-shirts every Tuesday and Thursday.



19. To ensure maintenance of personal hygiene for the child, we ensure-

- Respiratory etiquettes are strictly followed. This involves strict practice of covering one's mouth and nose while coughing/sneezing with a tissue/handkerchief.
- Exchange of drinking water and food items will not be permitted.
- Avoid sending your child to school if symptoms like fever, headache, cough and cold are felt.

We request the parents to send their own sanitizer, handkerchief, water bottle and food items from home.



20. If your child is not well or has an appointment with the doctor etc. during school hours, please do not send the child to school.

21. One extra I card will be given to the parents. Parents must always carry Parent I card while picking their ward from school.

22. The Parents are requested not to come to the classes of the students during the regular working hours of the school.

23. Adhering to all these school rules, will make it easier for us to look after and keep children happy and safe.

PTA meetings will be held regularly. The dates are mentioned in the school almanac. It is a meeting ground for parents and the teachers to discuss the planner and progress of the child. So, kindly attend PTM regularly.

Your child is precious to us, like a mother we understand what the child does not say.

We hope we can ease some of your apprehension by letting you know that our main priority is to make your child feel safe,secure and of course loved.

As we embark on the academic year 2026-2027 together, our goal is to make a gratifying and accomplishing journey for your child. We understand the significance of these formative years, and we are dedicated to creating positive experiences that will contribute to their overall well-rounded development.

If you ever have any concern or questions, we encourage open communication. We believe that a strong partnership between home and schoolis the key to a child's success, and we welcome your active participation in your child's educational journey.

Wishing your child a year filled with joy, growth, and countless achievements.

2026-2027