Vivekanand School
F - Block, Preet Vihar, Delhi 92

Ref. No. : VS/PV/2026-27/Cir- 40 **Date: 24th October, 2026**

CIRCULAR FOR RESULT PTM (FIRST TERM)
(Classes - Nursery - V)

Dear Parents

Namaste!!

We are pleased to inform you that a Parent-Teacher Meeting has been scheduled for **Saturday, 31st October, 2026** from 8:30 AM to 12:30 PM for classes Nursery to V. This meeting as always, will provide you with an opportunity to interact with your child's teachers and gain an understanding of her/his progress.

SCHEDULE FOR RESULT DECLARATION:

8:30 am - 10:00 am (Roll No. 1-22)
10:00 am - 10:30 am (Break)
10:30 am- 12:30 pm (Roll No. 23 onwards)

Important Points to Note:

1. **Std. I -V:** Kindly note that the report card will be uploaded on ERP. Once the report card is uploaded, the same will be intimated to the parents by the class teacher in the class group. Parents must view it before meeting the teacher.

2. Kindly follow the schedule provided according to your child's roll number and ensure punctuality. Teachers will strictly adhere to the allotted timings and will not be able to meet parents outside their designated slots.

3. Students must accompany their parents for the PTM, dressed in proper school uniform.

4. Upon entering the waiting room, please take your waiting number. This will help you gauge the approximate waiting time before meeting the teacher.

5. If you are not present in the room when your turn is called you will have to collect a new number and rejoin the queue.

6. To ensure smooth functioning, kindly limit your interaction with each teacher to 5–7 minutes. For a more detailed discussion, you may request a separate appointment on another day.

7. Information regarding your allotted time slot, teachers, seating arrangements and waiting rooms for all classes will be shared with you in advance.

8. Parents are requested to remain in the designated waiting rooms to maintain decorum. Please keep sufficient time in hand for the meeting and exercise patience while waiting for your turn. A respectful and calm atmosphere will ensure a pleasant experience for all.

9. BOOKS OVER BROWSING (BOB)
Parents are encouraged to bring a book to the PTM and make meaningful use of the waiting time through silent reading.

Please note that carrying access card is mandatory for entry.

We look forward to meeting you on **Saturday, 31st October, 2026.**

Warm regards

Sunita Rajaura
Principal (Officiating)