



Vivekanand School

F-Block, Preet Vihar, Delhi - 110092

Ref. No. : VS/PV/2025-26/Cir-32

Date : 29/07/2025

CIRCULAR FOR PTM (Class Pre-School to Class V)

Dear Parents,

Namaste!

We are pleased to inform you that a Parent-Teacher Meeting has been scheduled for **Saturday, 2nd August, 2025, from 8:30 AM to 12:30 PM** of classes Pre-School 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.

Kindly note the schedule given below:

Roll No. 1 - 20	8:30 am to 10:00 am
Roll No. 21 onwards	10:00 am - 12:30 am

Important Points to Note:

1. You are requested to follow the given schedule according to your child's roll number and be punctual. Teachers will strictly adhere to the timings shared with you and will not be able to meet parents outside their designated time slots.
2. Your child is required to accompany you for the PTM in school uniform.
3. Kindly limit your discussion with any teacher to 5-7 minutes. If you require a more detailed conversation, please request an appointment to meet separately at a later date.
4. The teacher seating arrangement for the PTM will be shared with you for your reference.

Please note that carrying access card is mandatory for entry.

We look forward to meeting you on Saturday, 2nd August 2025.

Warm regards,

Principal (Officiating)