

Date: 01/11/2023

C23 (2023-24)

To

School Parents

**Ref: PTM-Term One.**

Dear Parents,

Greetings from SVM!

This is to inform you that we have scheduled the Parent Teacher Meeting on **Saturday, 4<sup>th</sup> November 2023**. This meeting will provide a platform for effective communication and discussion of your child's academic and co-curricular journey.

Please note the following details of the schedule: -

| <b>8:30 am to 10:30 am</b>                                   | <b>11:00 am to 1:00 pm</b>      |
|--|---------------------------------|
| Junior KG and Senior KG<br>Grades 5 and 6<br>Grades 9 and 10 | Grades 1 to 4<br>Grades 7 and 8 |

We kindly request that you adhere to the time slots allocated to ensure that the meeting runs smoothly.

Learners will not have school on the day of the PTM, but you are welcome to bring your child with you to the meeting.

We kindly request that you limit your meetings with teachers to a maximum of 10 minutes. This is to ensure that all parents get a fair chance to speak with the teachers and that there is no delay or backlog. In case you have a topic that requires a more in-depth discussion, we recommend scheduling a separate appointment at a later time.

Attendance at the PTM is mandatory.

Thank you for your cooperation, and we look forward to seeing you at the meeting.

**Yours Truly**

**Monica Jaiswal**

**Principal**

**Sarvankash Vidya Mandir**