



C15 (2024-25)

Date: 21/08/2024

To

School Parents,

**Ref: Parent Teacher Meeting – Quarter 1**

Dear Parents,  
Greetings from SVM!

We are pleased to inform you that a Parent-Teacher Meeting (PTM) has been scheduled on **Saturday, 24<sup>th</sup> August 2024** to discuss your child's progress and development during the Quarter 1. This meeting provides an opportunity to review academic performance, discuss any concerns, and strengthen the partnership between parents and teachers in fostering your child's education.

**Agenda:**

- Review of Academic Performance
- Discussion of Student Behavior and Participation
- Addressing Any Specific Concerns
- Strategies for Improvement
- Open Forum for Questions and Feedback

**Kindly make a note of the following important points:**

- Attendance in the PTM is compulsory.
- Children may accompany parents for this meeting.
- Please adhere to the time given to avoid any inconvenience. In case you want to discuss in detail and need more time you may take an individual appointment by requesting the same through a mail to the school authorities.
- In case you are late, we humbly request you to wait until the other parent concludes. In case you are early, we have a waiting lounge specially designed for your comfort.
- Please note that the Admin/Accounts section is functional in case you would like to deposit fees or any pending documents needs submission from your end.

We hope that this meeting proves beneficial in enhancing both the academic and overall development of our learners.

Looking forward to a fruitful mutual interaction.

**Yours' Truly**  
**Monica Jaiswal**  
**Principal**  
**Sarvankash Vidya Mandir**