

SRI
SRIMATHI SUNDARAVALLI MEMORIAL SCHOOL
CHENNAI – 600 063

Letter No.12a/Parents (X)/2024-25

17-04-2024

Dear Parents,

Sub : Academic year 2024-2025 - Parents' Meeting – Class X – Reg.

A Meeting is being convened for all the Parents of Class X students, on **Saturday, the 27th April 2024**, between 3.00 p.m. and 4.00 p.m. We request both the Father and the Mother to attend the Meeting, along with the student. Attendance is compulsory. No leave of absence will be granted unless on valid reasons in writing.

Programme:

02.30 p.m.	-	Registration
03.00 p.m. to 03.55 p.m.	-	Meeting
04.00 p.m.	-	Tiffin

You are required to note the following:

1. Parents are requested to be in the premises before 2.55 p.m. positively, as the gates will be closed at 2.55 p.m. Late comers please excuse.
2. Turn your Mobile phones to silent mode, before attending the meeting.
3. Forward your suggestions, if any, in writing / email on or before 24-04-2024 and the same will be considered in the meeting. No interactive session is possible.
4. The parents are requested to fill in the enclosed acknowledgement slip and return it through your ward **on or before 24.04.2024**.
5. Students should attend the meeting in uniform.

We await your presence for the Meeting.

Thank you

Yours faithfully


Principal

SRI
SRIMATHI SUNDARAVALLI MEMORIAL SCHOOL
CHENNAI – 600 063
ACKNOWLEDGEMENT SLIP

Date: _____

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Ref : Student's Name: _____ **Adm. No. :** _____ **Class & Sec:** _____

We acknowledge the receipt of the Letter No.12a/Parents (X) 2024-25, dated 17-04-2024.

The following persons will attend the Meeting. (Tick the appropriate box)

Father ☐ Mother ☐ Student ☐ Total No. ☐

(OR)

We regret our inability to attend the Meeting. ☐

Signature: _____

Father

Mother