

# SMC Meeting

## ITEM NO. 1 & 2 –

**School reopening from 1<sup>st</sup> April 2021 (Std. IX to XII) as per the instructions from the local authority.**

### **Precautions taken by school regarding reopening**

- Readiness to reopen school for Std **IX to XII** under Covid-19 pandemic scenario was discussed.
- Additional arrangements of handwash for students have been made at the school entrance.
- School uniform is made compulsory. The guidelines and instructions regarding precautions to be taken both by parents and the students have been prepared and each parent has to give a written consent for sending his/her child to school from 1<sup>st</sup> of April.
- The PTA feedback regarding re-opening was discussed with the SMC members.

## ITEM NO. 3–

### **Availability of Books**

- As per the request of the parents and the PTA members, the school shall make some arrangements to make the books available to all the parents through some vendor.
- Parents have been instructed not to purchase notebooks right now as during online classes the child can fallback to a single register.
- A suggestion regarding using old notebooks was given which was appreciated.

## ITEM NO. 4 –

### **Online Classes**

- Online classes for Std I<sup>st</sup> to VIII are going on at a regular basis from 5<sup>th</sup> of April
- The duration of the classes were shared. 35 minutes for each period have been allocated with 4 periods on a regular basis.

## ITEM NO. 5 –

## **Outstanding fees**

- Parents have yet not paid the fees of the last academic session.
- The members shared that it was the same scenario in all the schools.
- Parents could be insisted to pay the previous years fees as per the instructions of the government.
- As per the suggestions from the members we need to be patient with the parents but For next time give them reminders to pay the fees.
- In case of a financial problem a parent could be given an option of more installments.
- A certain amount of discount on the total fees could be given to the parents who meet the deadline set by the school to pay the fees as practiced in few schools and shared by the SMC members.

## **ITEM NO. 6 -**

### **Admission Status**

- Owing to the current pandemic situation,admission are less in number as the rate of admissions has gone down in most of the schools.

## **ITEM NO. 7 –**

### **Any other matter with the permission of the chair.**

- In case of non submission of fees letter of remainders to be sent to the parents and even after no response individual messages are sent or personal calls are made.
- Periodically check the website of CBSE and EDUCATION PORTAL , See the date of Affiliation Renewal and ensure to take appropriate action.