



THE LUCKNOW PUBLIC COLLEGIATE
DAY-BOARDING CUM RESIDENTIAL PUBLIC SCHOOL
RUCHI KHAND-I, SHARDA NAGAR, LUCKNOW PHONE: 2447505
AFFILIATED TO CBSE, DELHI (NUR TO XII)

Website: www.collegiate.in

Circular No.SN-01/LPC/2025-26

24/03/2025

Dear Parent/Guardian,

We welcome you to the new academic session 2025-2026.

For the smooth functioning and steady progress of students kindly adhere to the points mentioned below:-

A. Attendance:

If a student is unable to attend the school, a leave application must be submitted to the Principal. In case of illness, a proper medical certificate must be attached with the leave application. **Short or Half Day-Leave is Not Permitted.** Prolonged or intermittent absence from school is strongly discouraged, especially, because 80% of attendance in each term is compulsory for every student for being eligible to write the examination. Occasionally parents/guardians may confirm whether or not their wards are maintaining regular attendance to school.

B. Meals:

As nourishing meals are provided in the school, no day-boarder is permitted to bring any eatables to school except in cases of severe illness for which a written permission is required. Religious fasts during school hours should be observed only with prior written permission.

C. Syllabi and Studies:

The syllabi for the session 2025-2026 will be printed in the Collegiate diary to be distributed shortly. Parents are requested to supervise and guide their wards in completing their oral and written assignments, especially during weekends and during holidays, on a regular basis.

D. General:

1. Parents are requested to ensure that their wards come to school well-groomed in clean clothes and well polished shoes. Proper attention must be given to personal hygiene.
2. All items of the uniform, stationery, textbooks, bags etc. should have proper labels bearing the name, class and section of the students.
3. In case a student suffers from any physical, psychological or emotional problem, written information must be submitted to ensure special attention.
4. The school strongly discourages students from wearing expensive watches and jewellery to school. The school will not be responsible for loss of any such article.
5. Coming late to school is not appreciated at all. Parents/ guardians should make sure that their ward reaches school on time.
6. Parents are requested to make sure that no student carries a mobile phone and smart watches to school. The phones and smart watches once confiscated will not be returned. Students are strictly prohibited from using scooters, motor cycles and cars for commuting to and fro to school unless they possess a valid driving license and helmet. Strict action will be taken against the defaulters.

For latest information regarding the school log on to:

Website	–	www.collegiate.in
Facebook	–	https://www.facebook.com/lpcshardanagarofficial.in/
Instagram	–	https://www.instagram.com/lpcofficial.in/
Twitter	–	https://twitter.com/lpc_sngr
YouTube	–	https://www.youtube.com/channel/UCTrHLfMIY9mLM3hPg-V9q3g

Parents are requested to give correct and latest mobile number and E-mail ID for smooth and quick information to keep you updated with the various activities & other details of your ward through SMS alert service.

E. Fee Timing – 09.00 a.m. to 12.00 noon

- (i). All School dues are payable in advance at the school counter in quarterly instalments by the 10th of the relevant months i.e. April 2025, July 2025, October 2025 and January 2026.
- (ii). **Kindly Note– Incase of monthly fee payment, Fee for June is to be deposited in May and Fee for March has to be deposited in February.** A fine of rupees 10 per day shall be charged on the late payment of fee, if it is paid after the 10th of the relevant month and the name of the student will be struck off the school register, if all the dues are not cleared by the last working day of that month. Thereafter the name may only be restored on an additional payment of Rs.500/- as re-admission fee along with the entire dues.
Kindly note that no reminder shall be sent by the school.
- (iii). **Late-payment fine and re-admission fee will not be excused in any case.**
- (iv). **One month's clear notice is required for issuing a transfer certificate.**

P.T.O.

F. Uniform :-

Students must come to school in proper uniform.

G. Holiday – For March, April & May as per Calendar 2025:-

31 st March & 1 st April Monday & Tuesday	<i>Eid-ul-Fitr</i>	14 th April, Monday	<i>Ambedkar Jayanti</i>
6 th April, Sunday	<i>Ram Navami</i>	18 th April, Friday	<i>Good Friday</i>
10 th April, Thursday	<i>Mahavir Jayanti</i>	12 th May, Monday	<i>Budh Purnima</i>
		13 th May, Tuesday	<i>Mahavir ji ka Mela</i>

H. Your valuable suggestions are always welcome to make the Collegiate a better place for teaching and learning.

I. Parents must feel free to discuss their problem with the **Joint-Director/Principal** between the visiting hours i.e. **09:00 a.m. to 10:00 a.m.**

Summer Vacations from 12th May, 2025 to 30th June, 2025 (NURSERY TO CLASS VIII)
Summer Vacations from 21st May, 2025 to 30th June, 2025 (CLASS IX TO XII)

J. Selection of Third Language, Sports and Games

- (i) For the students of classes V to VIII, it is compulsory to study and pass in the third language i.e. either **Sanskrit or Urdu**. Choice of third language must be sent in writing to the class teacher latest by 30th March, 2025.
- (ii) For all round development of the students various games and hobby classes have been introduced. Students must bring in writing from their parents the games they wish to opt for the session 2025-2026, the final decision for allotting the games rests with the Principal /Joint Director.

GAMES FOR THE SESSION 2025-2026 (For All Classes)

Boys	Girls
Cricket	Throw ball
Football	Kho-Kho
Badminton	Dodge ball
Volleyball	Badminton

- (iii) The Collegiate has organized evening games by expert coaches in Football, Taekwondo, Skating, and Volleyball from 02:45 p.m. onwards. Students must bring in writing from their parents the game they wish to opt. The final decision for allotting the games rests with the Principal /Joint Director.

02:45 to 03:45 p.m. (Classes VI & Above)	03:45 to 04:45 p.m. (Classes V & Below)
Skating	Skating
Football	Football
Taekwondo	Taekwondo
Volleyball	--

- (iv) Keeping in mind the overall health and fitness of students and parents, the Collegiate has introduced Yoga during the morning hours. Students and parents must submit an application incase they wish to opt for Yoga. Students and parents will be required to bring their own Yoga mats.

JOINT DIRECTOR/PRINCIPAL

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