

19 March 2020



ACADEMIC SESSION 2020-21

Dear Parent,

We have come to the end of another academic session. As we close for the year, here are some important points that will make the transition into the next year smooth & hassle-free.

As the school closed abruptly, parents are requested to return the books that have been borrowed from the Library and also collect the books that are left in the school.

REPORT CARD

Report Card distribution will start from **Friday, 27th March 2020 (9 am to 1 pm)**.

PAYMENT OF FEES

The last date to pay the Fees for the academic session 2020-21 is **Friday, 10th April 2020**.

Note:

- *The School will be closed on **10th April 2020** on account of Good Friday. Hence the date for payment of Fees is extended till **11th April 2020**.*

(a) SCHOOL FEES

Parents are advised to pay the Fees **online** or at School Office from 9 am to 1 pm from Monday to Saturday.

*Parents opting for installment option must submit '**Post Dated Cheques**' as per the dates mentioned in the Fee Structure. Payments will not be accepted unless the current & the postdated cheques are submitted.*

For Grade wise Fee Structure click on the link below:

<https://primusschool.edu.in/admission/fee-structure-2020-21/>

The Bank details for payment of School fees is as follows:

Name of the Account	Primus Public School
Bank Name	Karur Vysya Bank
Account Number	2125135000003453
Account Type	Current Account
Branch	Ghatkopar
IFSC	KVBL0002125

Note: Fees are accepted by Demand Draft / Cheque / Bank Transfer / Credit & Debit Cards **(No PayTm and UPI transactions)**

Please send the details of your payment to the Fees Department to fees@primusschool.edu.in

(b) BOOKS FEES

The link for placing the order for books will be sent shortly.

(c) **UNIFORM FEES**

Steps to be followed for Orders / Collection at School:

STEP 1

- Please visit the sample desk
- Try on the samples
- Choose the appropriate size in the form

STEP 2

- Proceed to order desk and place the order
- Collect the order form.

STEP 3

- Proceed to payment desk, submit vendor copy, make payment and collect GST Invoice
- Payments for Uniform will be via **Credit card / Debit card** only.

STEP 4

- Collect uniform from the delivery counter as per the dates mentioned below.
- The **GST Invoice** has to be produced for collecting the uniform.
- Kindly check the size at the Delivery counter.

Note:

- *Orders once placed cannot be cancelled or refunded.*
- *No Exchange will be entertained.*

(d) **SCHEDULE OF PAYMENT FOR UNIFORM & DISTRIBUTION OF BOOKS & UNIFORM**

Sl. No.	Class	Order & Payment for Uniform		Distribution of Books & Uniform	
		Date	Timings	Date	Time
1	Grades IX, X & A Level	04-Apr-20	9:00 am to 1:00 pm	20-May-20	9:00 am to 1:00 pm
2	Grades I & II	06-Apr-20		27-May-20	
3	Grades III & IV	07-Apr-20		26-May-20	
4	Grades V & VI	08-Apr-20		22-May-20	
5	Grades VII & VIII	09-Apr-20		21-May-20	
6	Nursery & KG	11-Apr-20		28-May-20	10:00 am to 1:00 pm
7	AS Level	20-May-20		15-Jun-20	9:00 am to 1:00 pm

Note: 1. Order & Payment for Books to be made Online.
2. For KG, there is no need to place order for Books.

(d) BUS FEES

The Link for Bus Fees: <https://primusschool.edu.in/wp-content/uploads/2020/03/Primus-Public-School-Bus-Fees-2020-21.pdf>

Payment towards Bus to be made by **Cheque** or **Online Transfer** as per the details given below:

Bank Name	AXIS BANK
Name of the Account	INFANTS TRAVELS Pvt. Ltd.
Account Number	918020003573990
Account Type	Current Account
Branch	HSR Layout
IFSC	UTIB0000785

Note: Please send the transaction details along with student's information to Mr. Srinivas Raju.

Email: srinivas.raju@infants.co.in

ORIENTATION PROGRAMME

The Orientation programme for Parents will be held as per the following schedule:

For Parents of Grade 1 & above (Time to be seated is 08.50 AM)	23 May 2020, Saturday	Grade 1 & above	9:00 am - 10:00 am
For Nursery & KG Parents (Time to be seated is 10.20 AM)		Nursery & KG	10:30 am - 11.30 am

SCHOOL REOPENING *(SUBJECT TO CHANGE)*

Grade	Date
Grade 8, 9 & 10 (ICSE), 10 (IGCSE) & 'A' Level	20 May 2020
KG (New Students only)	28 May 2020
KG to Grade 9	01 June 2020
AS Level (Tentative Date)	08 June 2020

Note:

- The School reopening dates are subject to change.

BUS ROUTES

List of students for each Bus will be displayed on the Notice Board on the **Orientation Day**. Parents are required to check the route & timings on the Notice Board. Kindly update changes regarding address / Mobile Nos. / Route No. at the respective Bus Counters or via Email either to Mr. Srinivas Raju: srinivas.raju@infants.co.in or to Mr. Hanumantha : hanumantha@infants.co.in.

Note: *Class timings during the vacation is as follows:*

Date	Time	Route	Departure of Bus
20 May to 29 May 2020	Full-day class (8:30 a.m. – 2:40 p.m.)	Staff Route	2:50 pm

The details of the staff bus routes/Saturday route and pick up points are available at

<https://primusschool.edu.in/saturday-bus-routes/>

TRANSFER CERTIFICATES

Those who wish to apply for Transfer Certificate are requested to contact the undersigned via email: administrator@primusschool.edu.in

We look forward to welcoming the children in the new Academic year.

For Primus Public School



Sanjoy Chowdhury
Administrator

For detailed information, please visit our website: <https://primusschool.edu.in/>