

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, 27<sup>th</sup> 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, 10<sup>th</sup> April 2020**.

#### **Note:**

- *The School will be closed on **10<sup>th</sup> April 2020** on account of Good Friday. Hence the date for payment of Fees is extended till **11<sup>th</sup> 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](mailto: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:

|                     |                           |
|---------------------|---------------------------|
| <b>Bank Name</b>    | <b>AXIS BANK</b>          |
| 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](mailto: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<br>(Time to be seated is 08.50 AM) | 23 May 2020,<br>Saturday | Grade 1 & above | 9:00 am - 10:00 am  |
| For Nursery & KG Parents<br>(Time to be seated is 10.20 AM)       |                          | Nursery & KG    | 10:30 am - 11.30 am |

**SCHOOL REOPENING** *(SUBJECT TO CHANGE)*

| <b>Grade</b>                                   | <b>Date</b>  |
|--|--------------|
| 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](mailto:srinivas.raju@infants.co.in) or to Mr. Hanumantha : [hanumantha@infants.co.in](mailto:hanumantha@infants.co.in).

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

| <b>Date</b>           | <b>Time</b>                               | <b>Route</b> | <b>Departure of Bus</b> |
|-----------------------|---|--------------|-------------------------|
| 20 May to 29 May 2020 | Full-day class<br>(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](mailto: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/>