



Mount Litera Zee School

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An English Medium, Co-educational Sr. Sec School
Affiliated to CBSE - New Delhi



School Code. 60940

MLZS/Circular/2021-22/25

28 Dec 2021

PTM - III

Dear Parents,

PTM (PP-XII) to discuss the result (PT-II examination for classes PP-IX & XI) shall be held on Thursday, 30 Dec 2021 in the school. Parents are requested to attend the PTM to discuss the progress of their ward and collect the result of PT-II examination(PP-IX & XI).

PTM TIMING : 10:00 hrs to 12:30 hrs

Guidelines for PTM

- i) Parents must follow the time line given.
- ii) Wearing mask is compulsory while visiting the school.
- iii) Sanitize your hands before entering the school building and do not touch anything unnecessarily.
- iii) Do not stand in groups while in school, follow the norm of 06 feet distance.
- iv) Wait for your turn to have discussion with teacher.
- v) Only 06-08 people are permitted in the room at one time.
- vi) Be seated as per seating arrangement and do not disturb it as per your choice.
- vii) Do not wait for other parents to come along, once you are done with your job. Leave the campus.
- viii) **Parents are also requested to clear their pending dues, if any.**

Meeting with Principal : Please wait for your turn in the waiting Hall. If it is taking time (may happen due to rush). Kindly write your issue on a piece of paper and submit at reception, school office will contact you as and when feasible.

Parents' cooperation is solicited in the smooth conduct of the PTM.

Regards,

Sd/-

(Nishant Kumar)
Principal