BANASTHALI PUBLIC SCHOOL

G-Block, Vikas Puri, New Delhi-110018

Circular No. BPS/21-22/32 **Date: 22.07.2021**

OFFLINE PARENT TEACHER MEETING (P.T.M.) OF CLASS XII

Dear Parent/Student,

You are required to attend the **OFFLINE PARENT TEACHER MEETING (P.T.M.)** on **24th July, 2021 (Saturday)** to discuss UNIT TEST-1 result of your ward and to:

(i) Submit the complete "SUMMER HOLIDAY HOMEWORK", Session 2021-22.

(ii) Submit the **HAND WRITTEN ORIGINALS OF ANSWER SHEETS OF UNIT TEST -1,** Examination 2021-22, in a Single Folder, as per the given guidelines.

(iii) Submit the "LAB MANUALS AND PROJECT FILES" OF ALL THE SUBJECTS for the marking in the Internal Assessment.

(iv) Clear the SCHOOL FEE DUES UP-TO JULY 2021 (Please ignore if already paid).

(v) Collect Class X Mark Sheet and Certificate for the Session 2019-20 (if applicable).

The Schedule for the P.T.M. is as follows:

S. NO.	CLASSES ->	XII-A	XII-B	XII-C
	TIME SLOT	↓ ROLL NO.	↓ ROLL NO.	↓ ROLL NO.
1	9:00 a.m. to 9:30 a.m.	1-8	-	1-7
2	9:30 a.m. to 10:00 a.m.	9-16	-	8-14
3	10:00 a.m. to 10:30 a.m.	17-24	-	15-21
4	10:45 a.m. to 11:15 a.m.	25-31	-	22-28
5	11:15 a.m. to 11:45 a.m.	-	1-7	29-35
6	11:45 a.m. to 12:15 p.m.	-	8-14	-

Following are the guidelines to be followed by the students:

1. The handwritten Answer Sheets of Unit Test-1 are to be arranged and submitted along with the INDEX Page as per the guidelines given below **(Annex. A)**:

INDEX FOR UNIT TEST-1 ANSWER SHEETS

1. CLASS: XII **2. SECTION: _____**

3. ADMISSION NO.: _____ **4. STUDENT'S NAME: _____**

S. NO.	SUBJECT	DATE OF SUBMISSION
1	ENGLISH	
2	PHYSICAL EDUCATION	
3	ECONOMICS	
4	ACCOUNTANCY / PHYSICS	
5	BUSINESS STUDIES / CHEMISTRY	
6	MATHEMATICS / INFORMATIC PRACTICE	
7	BIOLOGY / COMPUTER SCIENCE	

SIGNATURE OF STUDENT: _____ DATE:____/____/_____

2. The Summer Holiday Homework along with the Project Files & Lab Manuals of all the Subjects should be complete in all respects as guided by Subject Teachers along with INDEX PAGE.
3. The Project Files & Lab Manuals should be neatly covered and well labelled with:
   (a) Name of Student:
   (b) Admission No.:
   (c) Class: Sec.:
   (d) Subject:
   (e) Session: 2021-22
4. Make a **separate** Index Page and arrange the Files/Manuals/Notebooks to be submitted, as per the given sequence of subjects. **(Annex. B)**

INDEX FOR PRACTICAL / PROJECT FILES / NOTEBOOK SUBMISSION

1. CLASS: XII (A/B) **2. STREAM: COMMERCE**

3. ADMISSION NO.: _____ 4. STUDENT'S NAME: _____

S. NO.	SUBJECT	DATE OF SUBMISSION
1	PHYSICAL EDUCATION	
2	ECONOMICS	
3	ACCOUNTANCY	
4	BUSINESS STUDIES	
5	MATHEMATICS / INFORMATICS PRACTICE	
6	GENERAL STUDIES	
7	GENERAL COMPUTER	
8	UNIT TEST-1 ANSWER SHEETS	

SIGNATURE OF STUDENT: _____ DATE:____/____/_____

INDEX FOR PRACTICAL/PROJECT FILES SUBMISSION

1. **CLASS**: XII (C) 2. **STREAM**: SCIENCE

3. **ADMISSION NO**.: _____ 4. **STUDENT'S NAME**: _____

S. NO.	SUBJECT	DATE OF SUBMISSION
1	PHYSICAL EDUCATION	
2	PHYSICS	
3	CHEMISTRY	
4	BIOLOGY / COMPUTER SCIENCE	
5	MATHEMATICS / ECONOMICS	
6	GENERAL STUDIES	
7	GENERAL COMPUTER	
8	UNIT TEST-1 ANSWER SHEETS	

SIGNATURE OF STUDENT: _____ DATE:____/____/_____

5. **Duly fill the blank fields before submission. (Attached is the template for Printout)**

Kindly Note:

- ***Kindly Carry Pen and Paper to note any important information.***
- ***<u>Only one parent along with the student (in School Uniform)</u> will be permitted to enter the School premises.***
- ***Online teaching of the students of Class XII will remain off on the PTM day*.**
- ***Kindly adhere to the timings strictly as school is determined to maintain social distancing.***
- **BEING TIME BOUND PROCESS, IT IS MANDATORY FOR STUDENTS TO SUBMIT THE PROJECT NOTEBOOKS / LAB MANUALS / HAND WRITTEN ANSWERSHEETS AS PER THE GIVEN TIME SCHEDULE.**
- **<u>NO OTHER DAY/TIME SLOT WILL BE ALLOCATED FOR THE SUBMISSION</u>.**

Principal

FOR COMMERCE STREAM

Annex. A & B

INDEX FOR UNIT TEST-1 ANSWER SHEETS

1. CLASS: XII **2. SECTION: _____ (COMMERCE)**

3. ADMISSION NO.: _____ **4. STUDENT'S NAME: _____**

S. NO.	SUBJECT	DATE OF SUBMISSION
1	ENGLISH	
2	PHYSICAL EDUCATION	
3	ECONOMICS	
4	ACCOUNTANCY	
5	BUSINESS STUDIES	
6	MATHEMATICS / INFORMATIC PRACTICE	

SIGNATURE OF STUDENT: _____ DATE:____/____/_____

INDEX FOR PRACTIAL/PROJECT FILES/NOTEBOOK SUBMISSION

1. **CLASS**: XII (A/B) 2. **STREAM**: COMMERCE

3. **ADMISSION NO**.: _____ 4. **STUDENT'S NAME**: _____

S. NO.	SUBJECT	DATE OF SUBMISSION
1	PHYSICAL EDUCATION	
2	ECONOMICS	
3	ACCOUNTANCY	
4	BUSINESS STUDIES	
5	MATHEMATICS / INFORMATICS PRACTICE	
6	GENERAL STUDIES	
7	GENERAL COMPUTER	
8	UNIT TEST-1 ANSWER SHEETS	

SIGNATURE OF STUDENT: _____ DATE:____/____/_____

FOR SCIENCE STREAM

Annex. A & B

INDEX FOR UNIT TEST-1 ANSWER SHEETS

1. CLASS: XII **2. SECTION: C (SCIENCE)**

3. ADMISSION NO.: _____ **4. STUDENT'S NAME: _____**

S. NO.	SUBJECT	DATE OF SUBMISSION
1	ENGLISH	
2	PHYSICAL EDUCATION	
3	PHYSICS	
4	CHEMISTRY	
5	BIOLOGY / COMPUTER SCIENCE	
6	MATHEMATICS / ECONOMICS	

SIGNATURE OF STUDENT: _____ DATE:____/____/_____

INDEX FOR PRACTIAL/PROJECT FILES/NOTEBOOK SUBMISSION

1. **CLASS**: **XII (C)** 2. **STREAM**: **SCIENCE**

3. **ADMISSION NO**.: _____ 4. **STUDENT'S NAME**: _____

S. NO.	SUBJECT	DATE OF SUBMISSION
1	PHYSICAL EDUCATION	
2	PHYSICS	
3	CHEMISTRY	
4	BIOLOGY / COMPUTER SCIENCE	
5	MATHEMATICS / ECONOMICS	
6	GENERAL STUDIES	
7	GENERAL COMPUTER	
8	UNIT TEST-1 ANSWER SHEETS	

SIGNATURE OF STUDENT: _____ DATE:____/____/_____