

CIRCULAR FOR PARENTS

(Guidelines for Smooth Traffic Flow During School Arrival and Dispersal)

For Students Using Private Vehicles

Dear Parents,

It has been observed that delays in the arrival of private vehicles are causing traffic congestion during school hours. To ensure smooth traffic flow and the safety of all students and staff, we request your cooperation with the following guidelines:

Morning Drop-off:

- Please arrive at the school between **7:30 a.m. and 7:55 a.m.**
- After dropping off your child, kindly exit through **Gate No. 3 (Guala Mati Road)** immediately.
- If you are unable to leave immediately, you may wait and leave after **8:00 a.m. via Gate No. 2.**

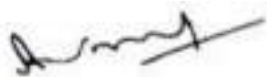
Afternoon Pick-up:

- Please arrive **before 2:10 p.m.** to pick up your child and exit through **Gate No. 3 (Guala Mati Road)** only.
- Parents arriving late **after 2:10 p.m.** will be required to wait **outside Gate No. 2** until all school buses have departed. Afterward, you may collect your child and exit through **Gate No. 2 or Gate No. 3.**

These measures have been implemented to reduce traffic congestion during arrival and dispersal times, ensure the safe boarding of students, and prevent delays in bus departures.

We sincerely appreciate your cooperation and support in maintaining a safe and orderly environment for our children.

Warm regards,



Dr. Arup K. Mukhopadhyay

Director

