

**Dear Parents,**

I hope that you and your near and dear ones are hale and hearty. The time gone-by has been a very testing one and I hope that the coming days would see the end of the COVID-19 pandemic and the resumption and recommencement of the earlier order.

I would like to thank you all for your unflinching and persistent support to the school in our endeavor to provide our students the best we could, during the pandemic.

The Uttarakhand government has permitted the schools to be reopened for the students of classes IV & V. It has also issued guidelines and SOPs which the schools have to follow, before the opening and also after the schools are opened.

We have decided to reopen the school for students of classes IV & V from September **28, 2021**.

**Guidelines to parents of classes IV & V students:**

I would like to share with you the procedure that you, as parents, have to follow, for the reporting of your ward.

1. We are sending you a 'Proforma of Willingness to Send the Child to School', please download and take a hard copy of the same.
2. This proforma must be duly filled-in and signed by both the parents (Mother & Father).
3. **A scanned copy of duly filled-in and signed proforma must be mailed immediately to [info@birlavidyamandir.com](mailto:info@birlavidyamandir.com) and you must carry & submit the hard copy of the same, while coming to drop your ward at the school along with the 'Self Declaration Form'.**
4. **You will have to submit a negative report of RT-PCR test in respect of your ward. The test must be done not before 48 hours of your ward reporting in the school. No test report other than RT-PCR will be accepted. The report must, in no case, be more than 48 hours old.**
5. **Please ensure that you have deposited the fee before you drop your ward at the school. It may kindly be noted that no student will be accepted in the school if the dues are not paid in full on the date of joining as per 'Demand of School Fee for II Term (July to December)'.**
6. **In addition to 'Demand of School Fee for II Term (July to December)' an additional amount of Rs. 10,000/- may be deposited in the school account as Personal Expenses (Accountable).**

I assure you that we will take utmost care of your ward and will try to strengthen him physically, mentally and emotionally, in these trying times.

I would once again like to wish you health and happiness. Please remember, tough times don't last, tough people do.

Warm regards



(Principal)

**Enclosures:**

1. Proforma of willingness to send your ward to school.
2. Self Declaration Form.
3. Medical certificate issued by at least an MBBS doctor.
4. Instructions for parents before sending their ward to school, during the journey and after dropping the ward at the school.

## PROFORMA OF WILLINGNESS TO SEND THE WARD TO SCHOOL

*To be submitted by the parents separately for each child*

We, (FATHER) \_\_\_\_\_ and (MOTHER) \_\_\_\_\_,  
R/o (Address) \_\_\_\_\_,  
parents of (STUDENT'S NAME) \_\_\_\_\_ Folio No. \_\_\_\_\_, who  
is studying in Class \_\_\_\_\_ in BIRLA VIDYA MANDIR, NAINITAL, Uttarakhand, do hereby agree and declare that **we are desirous of sending our child to the school and have permitted him (mentioned above) to return to the school post the COVID-19 lockdown as per the guidelines of Uttarakhand Government, which may involve certain amount of risk of exposure to the infection**, and agree to indemnify the school and its staff against all such claims that may arise out of any sickness or treatment, which our child (mentioned above) may undergo in consequence of his returning to the school.

**We fully understand the risk of viral infection load on our child**, involved in allowing him to return to school amid the present COVID-19 pandemic situation and **agree to follow the guidelines of Uttarakhand State health ministry, including him being kept under quarantine in the school/hospital/COVID Center as per the decision of the doctors of the district hospital.**

**We give full authority to the school to administer necessary treatment in this regard to our child and excuse them for the actions they would take in the best interest of our child and for his well-being.**

We fully understand the risk involved and willingly and without any sort of coercion, allow our child, whose details are mentioned above to return to school.

Signature of **Mother**

(Name and Address with Mobile No.)

Signature of **Father**

(Name and Address with Mobile No.)

Date:

**SELF DECLARATION FORM**

(Please fill all particulars in **CAPITAL LETTERS** only)

1. That I, \_\_\_\_\_ Father / Mother of (Student's Name)  
\_\_\_\_\_ Class \_\_\_\_\_ Folio No. \_\_\_\_\_

declare that my child is physically fit and is ready to join the school willingly.

2. Does your ward have any of the following?

<i>Fever</i>	<i>Yes</i>	<i>No</i>
<i>Cough</i>	<i>Yes</i>	<i>No</i>
<i>Sore Throat</i>	<i>Yes</i>	<i>No</i>
<i>Breathlessness</i>	<i>Yes</i>	<i>No</i>
<i>Other: Please Specify</i>		

1. **Recent travel history:**

*Did you/your ward travel to any other country recently YES/NO*

2. **Does anybody in your immediate family fall under any of the following categories:**

*Confirmed Positive Case of Covid-19/ Active Case.*

3. **I hereby certify that my child is not suffering from any pre-conditions or disease like Diabetes, Hyper-tension, Asthma or any such ailment which makes him pre-conditioned to becoming a serious risk in case he gets infected with the Corona virus (COVID-19).**

4. **I also fully understand the risk involved in keeping him in the hostel, in community living conditions and I am prepared to take the risk involved, without any inferences against the school or its employees or the School Management.**

5. **I hereby acknowledge that the information furnished above is true to the best of my belief and knowledge.**

6. *If the information is found false, any action, as deemed fit and appropriate by the Head of School, may be taken.*

Name & Signature of Father/Mother: \_\_\_\_\_

Date: \_\_\_\_\_

## Medical Certificate for School

Name .....S/O, D/O.....

Class.....Folio No. ....School.....

OPD No.....

Significant history of Past illness & illness in family (in any)

Examinations :

### General Examination

**Pulse**.....**B.P.**.....**Pollor**.....

**R/R**.....**Cyanosis**.....**Temperature**.....

**Oedema**.....**Lymph Node**.....

Systematic Examination :

**CVS**.....**Respiratory System**.....**CNS**.....

**P/Abdomen**

### Surgical/Ortho Examination

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### ENT Examination

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### Eye Examination

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### Skin Examination

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### Dental Examination

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**Pathological Examination :**

HB%.....Blood Group.....

ABO RH.....

**Urine Examination**.....

**Vaccination (if required)**

Typhoid :

Tetanus :

Opinion :

In my opinion child is fit/unfit for School Admission.

Date:

MEDICAL OFFICER

(Seal)

**( To be signed by atleast an MBBS Doctor)**

## INSTRUCTIONS TO PARENTS

### BEFORE SENDING THE WARD TO SCHOOL

Dear Parents,

Your active involvement and apt counseling of the child is the most crucial step. As we are putting the best foot forward for establishing normalcy and to adapt to this 'new normal', we request you to cooperate with us. Kindly take into consideration the following points.

1. Please have honest discussions with your child regarding the importance of social distancing, cleanliness and hygiene. Please impress upon him that for COVID-19, prevention is the only cure.
2. **Please be careful that the tests must not be done more than 48 hours before the reporting of your ward in the school ,i.e., if your ward is reporting in the school on 28 September, then the sample for RT-PCR must not be given before 26 September.**
3. **If the tests are done more than 48 hours before the reporting of your child at the campus, the reports will not be accepted and we will be unable to allow him to enter the school premises. The negative report of RTPCR must be not more than 48 hours old.**
4. **Before dropping your child at school, please arm him with sufficient number of effective face masks, sanitizers, soaps, disinfectants, disposable tissues, hand towels and other essential toiletries.**
5. **Since it would be very cold in Nainital, provide the child with sufficient warm clothes, mufflers, caps, jacket and thick quilt.**

### *DURING THE JOURNEY TO SCHOOL*

**(In personal vehicle / chartered taxi)**

1. Cover your entire body, particularly the face, mouth, nose and eyes.
2. Please carry food and drinking water to last the entire journey.
3. Fill the fuel tank completely.
4. Don't alight from the vehicle unnecessarily.
5. Ensure that everyone, that is, the persons accompanying him, have Aarogya Setu app installed on their mobiles.

Travel in these precarious times has to be done with utmost care. Kindly ensure the safety of yourself and the child.

**(In public transport)**

1. Cover your entire body, particularly the face, mouth, nose and eyes.
2. Please carry food and drinking water to last the entire journey.
3. Please maintain social distancing at all costs. Don't unnecessarily interact with the strangers.
4. Be very particular about personal hygiene. As far as possible, don't touch door knobs, window sills, handles; when these things have to be touched, immediately wash your hands thoroughly. It's safer to wear disposable gloves.
5. Plan your journey in such a way that you reach the school in the least possible time.

**I would suggest that since the times are not very friendly, your ward should be accompanied by just 1 or 2 persons, including the driver. Please note that your ward would be received at the main gate of the school.**

**DOCUMENTS TO BE SUBMITTED WHEN YOU COME TO SCHOOL TO DROP YOUR WARD:**

1. **Negative report of RT-PCR test in respect of your ward which should not be more than 48 hours old at the time of reporting of your ward. No test report other than RT-PCR will be accepted.**
2. **Hard copy of 'Proforma of Willingness to Send the Child to School', duly filled-in and signed by both the parents (Mother and Father)**
3. **Self-Declaration Form**
4. **Medical certificate issued by at least an MBBS doctor**
5. **Proof of Fee deposited in full in the school account as per the 'Demand of School Fee for II Term -2021 (July to December) including Personal expenses receipt'.**

**AFTER DROPPING THE WARD AT SCHOOL**

1. Keep in regular touch with the ward's housemaster and teachers.
2. Talk to your ward over the phone and keep encouraging him.