STEM SCHOOL
VIDYA NAGAR - GUNTUR

Date: January 15 , 2025

Subject: Class Room Observation Month - Reg.

Dear Esteemed Parents,

Join us for Observation Month at STEM School from January 20 to February 20, 2025, between 9:00 a.m. and 12:45 p.m. Experience our dynamic classrooms, innovative teaching, and the collaborative spirit between parents and educators.
Your participation is key to fostering academic excellence.

Kindly follow the guidelines and register your slots.

- **Authorized Visitors: Only registered parents or legal guardians may attend, excluding others like foster parents, grandparents, or caregivers.**
- **Focus of Observation: Restricted to your child's classroom; no entry into other classes.**
- **Scheduling: Complete the attached form to choose a date and time. Principal approval is required, ensuring no conflicts with other parents visiting the same section.**
- **In the Classroom: Reserved seating at the back; maintain silence, avoid disruptions, and schedule a parent conference for discussions after the class.**
- **Contacting Teachers: Concerns or complaints can be addressed to the class teacher after regular school hours or to the principal.**
- **Recording Policy: No mobile phones, audio, or video recording during visits; electronic devices must be kept out of sight.**

Follow these rules for a smooth and productive observation. Your cooperation is appreciated.
***Booking slots is not allowed on holidays and second Saturdays.**

Best regards,
Management, STEM School

STEM SCHOOL
VIDYA NAGAR - GUNTUR
Affiliated to CISCE, New Delhi | Affiliation No : AP116

Consent Form for Classroom Observation Appointment

Dear Parents,

To facilitate your participation in our Classroom Observation Month (January 20 - February 20, 2025), **Please provide three tentative dates and times for your visit**. **The final schedule will be confirmed by your child's class teacher to avoid conflicts.**

Kindly complete and submit this form by January 18,2025.

Parent Information

Student Name: _____ Grade & Section: _____

Parent/Guardian Name: _____Contact Number: _____

Proposed Dates and Times for Observation

1. **Date: _____ Time: _____**
2. **Date: _____ Time: _____**
3. **Date: _____ Time: _____**

Acknowledgment and Consent

I acknowledge the Observation Month guidelines and agree to adhere to them during my visit. I understand that my selected dates are tentative and subject to confirmation by the class teacher.

Parent/Guardian Signature: _____Date: _____

Note:

- Only registered parents or legal guardians are authorized for visits.
- Visits must be scheduled on regular school days (excluding holidays and second Saturdays).

Submit this form to your child's class teacher by January 18,2025.

Best regards,
Management, STEM School