



Date: January 22, 2026

Dear Parents,

**Subject: Important Notice on Punctuality and School Uniform**

We would like to bring to your kind attention that a few students are arriving late to school and some are not wearing the proper school uniform.

Punctuality and discipline are important values that need to be developed at an early age, as they play a vital role in shaping a child's character and future. Timely arrival also ensures that students do not miss important instructions and learning activities.

We humbly request your cooperation in sending your child to school on time and in proper uniform every day. Kindly ensure that students reach the school by sharp 8:40 a.m.

We look forward to your continued support in maintaining discipline and a positive learning environment.

Best regards,  
STEM School