

# UMA SHANKAR CHAMPA DEVI DAV PUBLIC SCHOOL

Affiliated to CBSE, New Delhi (Up to Senior Secondary Level)

Maharajganj, Siwan – 841238

Managed by: DAV College Managing Committee, New Delhi

Website: [www.uscddavmaharajganj.org](http://www.uscddavmaharajganj.org)

Email: [uscddavps@gmail.com](mailto:uscddavps@gmail.com)

Date: 26.03.2026

**Dear Parents and Students,**

Greetings from the school!

As we embark upon a new academic session, I extend my warm wishes to all our students and parents. I sincerely thank you for your continued trust, cooperation, and support in our journey of nurturing young minds. The previous session has been a year of meaningful learning and commendable achievements, and we look forward to building upon this success together.

The new session brings with it fresh opportunities, greater responsibilities, and higher aspirations. Our dedicated team of teachers remains committed to guiding and inspiring every child to achieve excellence in all spheres of development. We encourage our students to begin this session with renewed enthusiasm, discipline, and a positive attitude towards learning.

To ensure a smooth and productive academic environment, the following rules and guidelines must be adhered to:

- 1. Punctuality & Attendance:** Students must attend school regularly and reach at least 10 minutes before the commencement of classes. In case of absence, a duly signed application by parents must be submitted to the class teacher.
- 2. School Uniform:** Students must come to school in neat and proper uniform as prescribed. Uniform should be clean, well-ironed, and worn only on designated days. Shoes must be polished. Students should carry their own handkerchiefs. Non-compliance may result in being sent back home.
- 3. Personal Grooming:** Students should maintain proper hygiene. Hair and nails must be trimmed regularly. Girls should have neatly plaited hair.
- 4. Academic Responsibility:** Students must maintain notebooks for all subjects and complete assignments on time. Emphasis should be laid on neat and legible handwriting.
- 5. Discipline:** Discipline is the cornerstone of success. Students must behave respectfully and refrain from using inappropriate language or indulging in any form of misconduct.
- 6. Respect & Values:** Students must show respect towards parents, teachers, elders, and peers, and uphold high moral values at all times.
- 7. Participation:** Active participation in academic, co-curricular and sports activities is compulsory for holistic development.
- 8. Communication in English:** Students are encouraged to converse in English within the school premises to enhance their language skills.

**9. Academic Performance:** Students must take their studies seriously, as consistent poor performance may affect their promotion.

**10. Prohibited Items:** Mobile phones, electronic gadgets, and valuables like gold ornaments are strictly prohibited in school. Parents are requested to ensure compliance.

**Advisory for Parents:**

**(a) Kindly monitor your ward's daily routine and ensure proper time management for studies at home.**

**(b) Regularly check the school diary for updates and communication.**

**(c) Parents must attend all the PTMS organized by the school. They may also meet the class teacher as and when required.**

**(d) Ensure timely payment of school fees.**

**(e) Inform the school promptly regarding any change in contact details through a written application.**

**(f) Parents are expected to be role models and maintain a positive and respectful attitude in front of their children.**

**11. Transfer Certificate (T.C.):** Applications for T.C., if required, must be submitted by **07.04.2026. Mid-session T.C. requests must be made at least one month in advance.**

**12. Transport Facility:** No request for discontinuation of school transport will be entertained in the middle of the session. The facility is applicable for the entire session.

**For any general queries, kindly contact: 8521765923**

**For transport-related queries: 9199517555**

Let us work together to make this academic session enriching, disciplined, and successful for every child.

**“Achieving Excellence Together.”**

**Warm regards,**

**Dr. Bijay Kumar Sahu  
Principal**