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Date: ..21-05-2026..

CIRCULAR

Subject: Special Parent-Teacher Meeting (PTM) for Weekly Academic Review (Classes XI & XII)

Dear Parents,

This is to inform you that a Special Parent-Teacher Meeting (PTM) for parents of classes XI & XII has been scheduled on Saturday, 23rd May 2026.

The purpose of this Special PTM is to provide parents with a weekly review of students' academic progress, classroom performance, and attendance. The meeting aims to strengthen parent-school collaboration to ensure consistent monitoring and improvement in students' performance.

Important Points to Note:

- Parents are requested to carry their previous session Parent Identity Card for verification purposes.
- Subject teachers will share feedback regarding the student's weekly performance, class participation, and areas requiring improvement.
- Parents are encouraged to discuss concerns and work together with teachers to support students effectively.
- Kindly adhere to the scheduled time slots to ensure smooth coordination. Time Slot

Time Slot	Roll Numbers
1:00 p.m. – 1:30 p.m.	Roll No. 1- 12
1:30 p.m. – 2:00 p.m.	Roll No. 13- 24
2:00 p.m. – 2:30 p.m.	Roll No. 25 and above

- **Kindly note that parents arriving after the prescribed time slot will be permitted to attend the Parent-Teacher Meeting between 2:30 P.M. and 3:00 P.M. only.**

We look forward to your cooperation and active participation.

Sincerely,

Imran
21/5/26

Md. Imran Zafeer

HOS/ Vice – Principal (Interim)

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