



**DLF QEC INNOVATIVE SCHOOL
RIDGE VALLEY
DLF PHASE – IV, GURUGRAM, HARYANA**

RVS/CIR/0118/2023-24

30th Nov 2023

ANNUAL DAY DETAILED

Dear Parents

Further to our communication regarding the Annual Day Celebrations and Prize Giving Event staging *We The People* on **Saturday, December 2nd, 2023, 10:00 am onwards at Ridge Valley School**, please be apprised of the following:

Kindly note the following:

1. Rehearsal: Friday, 1st December 2023- 8:30 am-2:55 pm

- **Transport:** Buses will ply on the same routes both in the morning and afternoon as the usual timings.
- **Dress:** All students may come in casuals or school uniform.
- Meals will be served in school.
- Students to carry water bottles, pencil pouch and school almanac. (**No textbooks to be brought.**)
- **Annual Production: Saturday December 2nd, 2023.**
Reporting time:
- **Walkers:** 7:30 am
- **Bus Users:** Students will be picked 45 minutes earlier than their usual pick-up timings from the bus stop. You are requested to track the bus on the GPS tracker to avoid missing the bus.
- **All students will be leaving with their parents once the event gets over. There will be no buses after the programme.**
- **Students will be picked up from their respective green rooms that will be displayed on the information board outside the reception.**

1. Costumes: All students will be handed over their respective costumes on December 1st. Please dress up your child in the costume on December 2nd with the mentioned hair do and a light base makeup, as shared by the scene incharges or

class teachers. Kindly ensure the costumes are returned post dry cleaning and properly packed latest by Friday, December 8th, 2023.

2. **Meals/Refreshments:** Meals will be served in the school.
3. **Timings:** The program will commence at 10:00 am sharp. Parents are requested to be seated by 9:45 am. It is advisable to arrive early to avoid parking hassles.
4. **Parking:** Parking space will be available within the school premises.
 - For parking in the **Bus Parking area**, kindly use **Gate Number 3**.
 - Parking is also available in the Vipul Square Yards.
5. **Photography/ Videography:** The Annual Day program will be recorded by professionals, so kindly refrain from clicking photographs.
6. **Dispersals: No child will be handed over before the completion of the program.** Kindly show authorization card and sign while picking your ward up. The dispersal will be from the respective green rooms.

Your cooperation is highly solicited for the success of the program.

Looking forward to your esteemed presence on Saturday, December 2nd, 2023.

Warm Regards

Ms. Nidhi Tewari

Principal