

IMPORTANT NOTICE FOR PARENTS/GUARDIANS

To ensure smooth communication and efficient services, please note the following:

1. **Meeting with the Principal:** Parents/Guardians wishing to meet the Principal may do so from: Monday to Thursday, Timing- 11:00 a.m. to 12:00 p.m.
2. **Collection of Documents:** Parents/Guardians are requested to collect documents:
 - **Transfer Certificates:** 3 working days after request submission.
 - **Other Documents:** 2 working days after request submission.
3. **Queries and Requests:** For any queries or requests, please approach the Reception Desk, where our staff will be happy to assist you.
4. **All parents & Students are requested to visit the school between 1:30 p.m. and 3:00 p.m. for:**
 - Submission of applications, - Collection of applications
 - Bonafide certificates , - Other related purposes

Shiv
09/04/25

PRINCIPAL
Principal
HOLY CROSS SCHOOL
B. S. CITY-827010