

**INDIA  
INTERNATIONAL  
SCHOOL**  
*A Heritage of Vision • A Legacy of Innovation*

4<sup>th</sup> April, 2025

Dear Parent,

Greetings from IIS!

Sharing with you a few important points as we begin with the academic session 2025-26.

Hope all parents have downloaded the school App. In case of a problem please feel free to get in touch with your first point of contact - the class teacher.

We will soon issue Identity Cards to the students enrolled for the academic session 2025 – 26. However, the Parent Card will be issued only to the new admissions. For all others, the existing parent card will continue for the academic session 2025-26.

The School Diary will be issued by the third week of April 2025. Till then, all communication from the school will be done via ERP (School App) or through the class WhatsApp groups. Homework will be shared via the School App.

Parents may communicate to the school through an email on [iis@icfia.org](mailto:iis@icfia.org). The school will revert to all mails within 24 hours.

For anything specific, if required, parents may meet the Principal on any working day between 11:00 a.m. and 12 noon.

The school plans to arrange an Orientation Session for New Students and Parents, the tentative date for which is 18th April 2025.

The Uniform Code has already been shared .Please ensure students come to school in proper uniform and turn out.

The school timings are 07:30 a.m. to 01:30 p.m. Please ensure your ward reaches school well on time.

The Book Store timings till 10th April will be 09:00 a.m. to 10:30 a.m. and 12:30 p.m. to 02:00 p.m.

Option forms for grade VI, IX and XI must be submitted latest by 4th April, 2025.

Please take note that the last date to pay the first installment of the fee 2025-26 is 7th April 2025 failing which a daily fine of ₹50 will be levied. For app issues (if any) related to fee payment, you must contact the class teacher or the school reception latest by tomorrow, 5th April, 2025 to avoid any confusion later.

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The school has a strict policy and students are not allowed to carry mobiles to school. In case of an emergency, if a student carries a mobile phone to school, it must be with a request application from the parent for the same and must be handed over at the school reception on arrival and collected back at dispersal. If found in possession of a mobile phone during school hours, the mobile will be confiscated and returned only after the session gets over.

Any request w.r.t health, sports, hostel facility etc. must be submitted to the class teacher or at the school reception.

Understanding student needs and requirements, we wish to extend all possible support to our students to help them achieve their desired academic goals. Please feel free to write or to meet the Principal in case your ward has any special requests.

We look forward to your co-operation in making the school a pleasant experience for all.

**Regards**  
**IIS,Jpr**