

CPS/CL-09/26/H-5927

2nd Sept. 2026**OFFICE ORDER / IMPORTANT NOTICE****Subject: Sports Meet, Gazetted Holiday & Teachers' Day Arrangements**

Dear Parents, Students and Staff Members,

This is to inform all concerned about the following arrangements for the next three days:

1. Thursday, 3 September 2026: Annual Athletic Meet

Thursday, 3 September 2026 will be a normal working day for all students and staff, except the girls of Grades 6 to 12, owing to the scheduled Athletic Meet.

- Girls from **Grades 6 to 12** who are participating/required to attend the Athletic Meet shall follow the instructions and guidelines issued thereof.
- All other grades will attend school as per their normal timetable.
- Parents are requested to ensure that students attending the Athletic Meet come properly prepared with the prescribed sports uniform, ID card and other items communicated by the school.

2. Friday, 4 September 2026: Gazetted Holiday

Friday, 4 September 2026, will be observed as a Gazetted Holiday on account of Janmashtami. The school will remain closed for all students and staff on this day.

3. Saturday, 5 September 2026: Teachers' Day CelebrationSaturday, 5 September 2026, will be a working day for students; however, **classes will be suspended at 2:00 p.m.** The early closure is being arranged to facilitate the Teachers' Special Gathering and Teachers' Day Celebration.A few special programmes and activities will be organised on the occasion. Students are expected to maintain their usual discipline and participate in the school's Teachers' Day observance with warmth, respect and appropriate enthusiasm **in their respective classrooms before 02.00 pm.****4. No Material Gifts for Teachers**The school would like to make it very clear that students **are NOT expected, encouraged or required to present any material gift to any teacher or staff member on Teachers' Day.**

Parents and students are therefore requested NOT to spend money on gifts, bouquets, sweets, cards or any other material presents for teachers.

The school believes that the most meaningful expression of gratitude is respect, good behaviour, sincerity in learning, discipline and appreciation. A simple word of thanks or a heartfelt greeting is more than enough.

Teachers are requested not to solicit, expect or accept gifts from students.

5. General Instructions

All students are expected to:

- Attend school on the designated working days punctually.
- Follow the instructions of teachers, House coordinators and PE staff during the Athletic Meet.
- Maintain discipline and sportsman spirit throughout all activities.
- Observe the school uniform and other prescribed requirements.
- Refrain from bringing unnecessary items or electronic devices to school.
- Remember that Teachers' Day is an occasion to express **gratitude and respect, not to exchange gifts.**

Parents are requested to take note of the above schedule and make the necessary arrangements accordingly.

With regards,

A handwritten signature in green ink, appearing to be 'Muhammad Abdul Khader', written over a horizontal line.

Muhammad Abdul Khader
Principal