



**THE ORCHID SCHOOL
BANER, PUNE**

Circular No. TOS/FRO/CIR/PRI/10-11/1

Date: 29.06.10

Dear Parents,

This is to inform you that Aditi di is unwell and is hospitalized. She will not be able to resume work till she recovers completely. We pray for her speedy recovery.

In this situation we have appointed **Neena di** as the class teacher for **Class STD 1 Lavender** from today. Neena di is working with the school since last four years in the Pre-Primary section. She is a graduate and has completed her B.Ed. As of now she is holding the post of coordinator Pre-Primary.

Open day '**Between Parent and Teacher**' due on 2nd and 3rd July 2010 for **Class 1 Lavender** has been postponed. Dates will be intimated to you soon.

Regards,

TOS Team

Prepared by

Marita Cleetus

Approved by

Jainita Batra