



DELHI PUBLIC SCHOOL R. N. EXTENSION

(Under the aegis of the Delhi Public School Society, New Delhi)

DPSRNE/Cir/25-26/02/36

Date: 6 May 2025

CIRCULAR FOR PARENTS

REGARDING: INSTRUCTIONS FOR SUPERVISION AND BUS ROUTERS

(Through: School ERP/Website)

Dear Parents,

Greetings from Delhi Public School R. N. Extension!

Please be informed of the following:

1. **SUPERVISION STUDENTS**: All parents of students who do not avail School Transport are instructed to note the following points:
 - The Guardian/parents who report receive the child, should compulsorily carry the **Supervision Card** every day to school for the same.
 - The child **WILL NOT BE HANDED OVER TO ANY OTHER PERSON** other than mentioned/stated in the **Supervision Card**.
 - Kindly report to school **on/before 07:00am (Classes: VI-XII)/09:00am (Classes: Nursery-V)**, after which the **School Gate will be closed at 07:05am/09:05am**.
 - We also urge the parent to kindly use **commercial vehicles** and not private vehicles for commuting students to/from school.
2. **BUS ROUTERS**: All parents using School Transport are requested to note the following:
 - Parents are requested to **report** to the designated **Bus Stop 5 minutes ahead of scheduled time** to avoid any kind of inconvenience.
 - Parent/guardian who have submitted the undertaking for **ATTENDED PICK** of their ward from the Bus Stop are directed to be at the **designated stops before 5 minutes of the scheduled time**.
 - In case parent/guardian is not present, the child shall be brought back to school along with the concerned Route Incharge and the concerned parent shall have to report to the school to pick the child from the school.

Warm regards

Pallavi Upadhyaya
Principal

Copy to: All Staff Members