



Sanskriti School
Dr S Radhakrishnan Marg
Chanakyapuri, New Delhi-21

August 14, 2020

Dear Parents/Guardians

We would like to invite you to attend the Virtual Parent-Teacher Meeting which has been scheduled for 22nd August, 2020. This meeting is a valuable chance to meet with your child's teachers to discuss how your child has settled in the virtual classroom routine since the start of the year, review her/his progress, and consider next steps in their learning. Due to constraints of managing virtual time, the meeting is scheduled only with the Class teacher this time who has taken feedback on your child from respective subject teachers. If you wish to seek an appointment with a specific subject teacher, please inform the class teacher of the same.

In order to provide parents with the most convenient time possible with their child's class teacher, we are using the Google Appointment system throughout the school. The link of the Google form will be sent today on Google classroom for classes 3 to 5 and in your child's Login Id for classes Nur to 2. All requests for appointments should be made to your child's class teacher by August 19th via the link you shall receive in your mail. If you successfully submit your chosen slot, you will automatically receive a confirmation mail.

Instructions for parents regarding the Virtual Parent-Teacher Meeting:

Time Slot: 08:00 am-1:00 pm

- Parents (either mother or father) must have a personal Gmail account to create a Google Meet Appointment.
- The Google Calendar Appointment Link will be shared to the gmail id sent by you through the google form on August 17th, 2020.
- Parents must book **ONLY ONE** time slot as per their convenience.
- Parents are requested to mention the name of their ward under the heading DESCRIPTION .
Any appointment booked without the name of the ward will be cancelled.
- The Appointment slots will no longer be available after August 19th, 2020.
- Parents are requested to keep their cameras on during the virtual PTM.

We thank you for your continued support.

Warm regards

Principal