



# Iqra Educational Institute

SDA Colony Bemina, Srinagar

**Circular No. Ext-02-2025-2026**

**Date: 30-4-2026**

## **IMPORTANT NOTICE FOR PARENTS**

To ensure the safe and smooth arrival and departure of students, the following measures must be strictly followed:

### **Observations & Concerns:**

#### **1. Avoiding Improper Timings:**

Late or early arrival of students must be avoided to maintain orderly school functioning.

#### **2. Safe Transition Timings:**

Arrival and departure must occur during designated hours to ensure safety and avoid accidents.

#### **3. Heavy Traffic Movement Includes:**

- Students walking to school
- Private vans transporting children
- Parents dropping children on bikes
- Children riding bicycles
- School buses arriving simultaneously

Without coordination, these can lead to confusion, congestion, or accidents. So it implies that the rules must be followed strictly.

#### **4. Appreciation for Responsible Parents:**

We sincerely thank the parents who follow traffic and safety protocols and avoid entering crowded areas unnecessarily.

#### **5. Request for Continued Cooperation:**

We seek cooperation from all parents to ensure smooth and safe entry/exit of students from the school. Be sure to park your automobiles on the appropriate side of main road to avoid jamming traffic and allow children to move more safely.

### **Instructions to Be Followed Strictly:**

#### **1. No Early Drop-offs:**

Children should **not be dropped before 8:30 AM**, as staff may not be available to supervise them. For early drop-offs parents shall be responsible themselves.

#### **2. Avoid Late Arrival:**

**Note: Do not bring children later than 10 minutes before the arrival time and earlier than 30 minutes before student's time (e.g. the schedule - 8:30am To 2:30pm, Children will be allowed from 8:05am onwards to 8:25am to enter the premises).**

Students arriving late will **miss the morning assembly**.

And 10 minutes before students time, **school buses arrive**, which may cause convenience to late comers.

We seek your full support and cooperation in implementing these measures for the safety and well-being of all students.

**Note: See circular no Ext-03-2025-2026 (for the parents who opt for private transport vehicles)**

Copy to:

- 1. School Website**
- 2. All Whatsapp Groups (Students)**
- 3. Notice Board**
- 4. Record File**

**MANAGER  
I.E.I**