

The Indian High School

Cir / IHS/ 110/2008

5.10.2008

Dear Parents,

Supervisors are available to meet the parents to discuss the progress / problems of their children in their studies as per the schedule given below. The Venue for the meeting is Room No. 8, Cabin No. 2.

I request the parents to contact the Receptionist before meeting the Supervisors. Kindly do not try to meet the Supervisors at any time other than the time shown as Supervisors have a busy schedule.

However, if you cannot meet the Supervisors during the scheduled time, kindly take an appointment with the Supervisor and meet them in their office as per their free time. In this case it is recommended that you make an appointment at least 2 days in advance and indicate the subject of discussion as well, so that any details required may be collected and kept ready.

We request your cooperation to enable the smooth functioning of the school.

Yours faithfully

K.P.Joseph
Headmaster



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P/Cir.01/Pa/01/03



Timings for Parents to meet Supervisors (Senior School)

Sl.No	Supervisor	Days	Time
1	Ms. Jaya Iyer	Tuesday Thursday	11.15am – 12.15am
2	Ms. Prabha Varma	Monday Wednesday	10.15am – 11.15am
3	Ms. Latika Narain	Tuesday Thursday	8.30am – 9.30am
4	Ms. Uma Rale	Monday Wednesday	8.30am – 9.30am
5	Mr. K.G. Muralidharan	Monday Wednesday	3.00pm – 4.00pm
6	Mr. N.F.D'Souza	Monday Wednesday	1.30pm – 2.30pm
7	Ms. Saraswathy Raj	Wednesday Thursday	11.30pm – 12.30pm 1.30pm – 2.30pm
8	Ms. Lata Nakra	Sunday Tuesday	11.45am – 12.45pm 10.00am – 11.00am
9	Mr. A.M. Shareef	Sunday Tuesday	1.30pm – 2.30pm