



AICS / C /13-2023

Circular

September 18, 2023

Know Your Teacher Day -September 23rd **Year 3-Year 8**

Dear Parents,

We hope this message finds you well. We are pleased to inform you that a “**Know your teacher day**” has been scheduled for Saturday, September 23rd for students of year 3 to year 8. AICS believes that interaction between parents and teachers is crucial as it gives an opportunity to connect and bond for the benefit of their children. This meeting is an essential opportunity for us to discuss your child's progress and address any concerns or questions you may have regarding their academic journey.

Meeting Details:

Date: Saturday, September 23rd

Duration: 5-7 minutes per teacher

Year	Date	Time
Year 3,4 and 5	Saturday, 23 rd September	8.00-10.30 a.m.
Year 6, 7 and 8	Saturday, 23 rd September	10.45-1.00p.m.

To ensure the “**Know your teacher day**” runs smoothly and efficiently, we kindly request that you adhere to the following guidelines:

Please let the form tutor know in advance if you are not able to attend the “Know your teacher day” meeting. Form tutors will also provide you with the details of the venue where the subject teachers are seated for your child.

Preparation: Prior to the meeting, take some time to jot down any questions or concerns you may have. Being prepared will make the most of your meeting with each teacher.

Respectful Interaction: We value open and respectful communication. Please maintain a respectful and constructive tone during the discussions with the teachers.

Follow-Up: If your discussion with the teacher requires more time or follow-up, please arrange a separate meeting at a mutually convenient time.



Adherence to Time: We understand the importance of your time and the teachers' time. To accommodate everyone, please ensure that your discussions do not exceed the allocated 5-7 minutes per teacher.

We are looking forward to this opportunity to collaborate with you and work together to support your child's educational journey. If you are unable to attend the "Know your teacher day" session on September 23rd, please inform us in advance, and we will make alternative arrangements to discuss your child's progress.

Thank you for your cooperation, and we look forward to seeing you on Saturday, September 23rd based on the time schedule shared with you. Your active participation in your child's education is greatly appreciated.

Best Regards,

Pretty Khosla

Pretty Khosla

Principal