



Saupin's School
Chandigarh
For Classes Nursery - XII

CIRCULAR No. SS/CHD/2025/44

Date: 31.10.2025

Subject: Punctuality in Reporting to School

Dear Parent,

Despite repeated reminders, it has been observed that some children are arriving late to school. Kindly note the reporting time and ensure punctuality:

Classes	Summer Timings	Winter Timings
I to XII	7:40 a.m.	7:55 am
Nursery to UKG	8:55 a.m.	9:10 am

We request your cooperation in ensuring that your ward reaches school on time so that the teaching-learning process is not missed and discipline is maintained.

Please note: Continued late-coming causes disruption in the smooth functioning of the school and is not in the best interest of students. Therefore, students reporting late on a regular basis may not be allowed to enter the school premises.

With regards,

Principal

(Surita Sharma)
Principal