



Dear Parents,

Greetings from ICSK !

It is a felt need that the students, in addition to the academic pursuits, need to equip themselves with interpersonal and public speaking skills with other activities such as Music, Dance, Drawing, painting and Art & Craft. The proficiency acquired in these fields will enhance the holistic development of our children.

The Mega Art Fest 2016 explicitly proved their talents. We sincerely believe that a formal training provided in these fields will enable our children to excel themselves.

We have immense pleasure to inform you that the school has decided to organise evening classes in the above mentioned skills, to make use of our facilities to create a new artistic skill in our students. These classes are conducted exclusively for ICSK students by our qualified teachers in the respective field. The Evening classes will commence from **02 January 2017**. The duration of each class will be 1:30 hours, twice a week and the fee is KD 10/- per activity.

**Kindly note the following important norms regarding the Evening Classes**

- Transport for the evening classes is to be arranged by the parents.
- Students cannot change the activity or get the refund once the monthly fee is paid for an activity.
- The fee has to be paid before 10<sup>th</sup> of every month.
- The details of the activities will be given separately, after the admission.
- The acknowledgement must be obtained for the fee payment and maintained for further reference.
- In case of student’s absence during the month, the missed classes are not accountable in next month. However, the classes lost on account of exams or unavailability of teacher or school premises due to other engagements may be compensated by the teacher.
- Students can join these classes in any of the branches of ICSK convenient to them.
- In case of any query and any matter related to evening classes, only the respective teacher of the child should be contacted. No communication with the school administration will be entertained.



**Enrollment Form for the Evening Classes**

I, Parent of \_\_\_\_\_ of Class \_\_\_\_ Sec. \_\_\_\_ of Adm. No. \_\_\_\_\_ do agree

to send my ward for the evening class under my responsibility in response to the circular dated \_\_\_\_\_.

Name of the Activity: \_\_\_\_\_ Teacher in-charge: \_\_\_\_\_

Days: \_\_\_\_\_ Time: \_\_\_\_\_ Branch : \_\_\_\_\_

Name of the Parent : \_\_\_\_\_ Signature : \_\_\_\_\_ Date : \_\_\_\_\_

Contact No: Father : \_\_\_\_\_ Mother : \_\_\_\_\_

Please find below the names of the teachers, their contact numbers and time schedule:

- |                                    |                                           |
|------------------------------------|-------------------------------------------|
| 1. Mr. Vibin. S (Mob: 65527733)    | 5. Mrs. Sonia D'Costa (Mob: 97354679)     |
| 2. Mrs. Suma S (Mob: 97490302)     | 6. Mrs. Jyoti Hangargi (Mob: 51189042)    |
| 3. Mrs. Sanchita M (Mob: 66342637) | 7. Mrs. Rohini Rajshekhar (Mob: 97842502) |
| 4. Mrs. Sabiha A (Mob: 67789422)   | 8. Mrs. Sheeba Varghese (Mob: 97541933)   |

Branch	Days	Timing	Activity	Teacher in-charge
Junior	Sun. & Tue.	3:30 to 5:00 pm	Dance	Mr. Vibin S
Junior	Sun. & Mon.	3:30 to 5:00 pm	Drawing / Painting	Mrs. Suma Suresh
Junior	Sun. & Wed.	3:30 to 5:00 pm	Music (Hindustani classical vocal)	Mrs. Sanchita Mishra
Junior	Thur. & Sat.	3:30 to 5:00 pm	Art & Craft	Mrs. Sabiha Altaf & Mrs. Sonia D'Costa
Junior	Thur. & Sat.	5:00 to 6:30 pm	Public Speaking *	Mrs. Sonia D'Costa (Coordinator)
Khaitan	Thur. & Sat.	3:30 to 5:00 pm 10:00 to 11:30	Art	Mrs. Jyoti Hangargi
Khaitan	Tue. & Wed.	5:00 to 6:30 pm	Public Speaking *	
Khaitan	Mon. & Wed.	3:30 to 5:00 pm	Dance	Mr. Vibin S
Amman	Sun. & Tue.	5:30 to 7:00 pm	Dance	Mr. Vibin S
Amman	Sun. & Tue.	3:00 to 4:30 pm	Public Speaking	Mrs. Rohini Rajshekhar
Amman	Sun. & Tue.	3:30 to 5:00 pm	Music (vocal)	Mrs. Sheeba Varghese

**\* Public Speaking will be conducted by a professional from outside.**

**Teacher co-ordinator for Public Speaking will be Mrs. Sonia D'Costa for ICSK Junior.**

Please fill in the consent slip given and submit to the concerned teacher incharge of the activity on or before 28.12.2016.

Principal Incharge

Date : 22.12.2016