



Dear Parents,

Trust you and your families are staying safe and healthy in these unprecedented times. We have been trying our level best to reach out to every student to ensure that there are no pauses in the learning process.

The school has taken adequate measures over the past 18 months and will continue doing so to ensure that we reach out to every student through the online medium of delivering education. The situation post the vaccination has improved a little and hopefully the offline classes for Classes 9 and 10 are set to resume from 16th November, 2021 as per the latest guidelines of the Government of West Bengal. We urge all of you and our lovely children to continue taking utmost precaution to see off this pandemic.

We have successfully concluded another term and it's time to see the progress made by our children. The report dissemination for the recently concluded exams is scheduled on Monday, 8th November 2021.

Timings:

- **Classes: I and II - 10-11 am**
- **Classes: III and IV - 11-12 pm**
- **Classes: V and VI - 12-1 pm**
- **Classes: VII and VIII - 1-2 pm**
- **Classes: IX and X - 2 to 3 pm**

The school requires your support and cooperation as always to keep operating smoothly and hence we would request you to kindly clear the fee falling due till the Month of October 2021 on or before 8th November, 2021 so that the "OK for REPORT" stamping can be done by the school office for you to collect their reports.

The Fee can be cleared by using the following means:

- **Payment using debit/credit card or cash at School Office**
The School Counter Will remain open from 09:00 am to 3:00 pm on 1st, 2nd, 3rd & 5th November 2021
- **Through UPI:**
 - You can download and use any of the following apps to pay from the convenience of your phone:
 - **Your Bank's app**
 - **BHIM UPI / Paytm / GooglePay**
 - Please ensure you mention the following information in the remarks box:

Student ID number, name & class, e.g. 1050, Arpit Goyal, Class 2

- **Class PG- UKG:**
 - VPA :**STEPPINGSTONE.SCHOOL@icici**
 - ICICI A/C NO. : **100305000855**
- **Classes 1-10:**
 - VPA :**SSSHIGH@icici**
 - ICICI BANK A/C NO. : **100305000856**
- **By physically depositing Cash/Cheque/DD at ICICI Bank, 38 G.T. Road, Rishra:**
 - **Only one parent (and no students)** would be allowed into the Bank during the specified time period i.e.**Monday to Friday from 12 PM to 01:30 PM**
 - Payment mode acceptable:
 - Cash
 - **Account Payee Cheque / Demand Draft in favour of:**
 - Class 1-10: Stepping Stone School (High)
 - Class PG- UKG: Stepping Stone School
 - **Mention Student's ID, name, class and contact number on the back side of the cheque.**
 - All parents must carry the **School Fee Book of their wards** to be allowed entry.
 - **Strict Social Distancing, Health & Safety Norms and cooperation with the Bank staff** will have to be followed to ensure we do not help the spread of this deadly virus.
 - No entry will be permitted without a mask or in case there is an anomaly during the Thermal Screening
 - **We humbly request you to help us and our Banker to maintain the safety order by following these safety guidelines.**

We would once again like to thank each and every parent for the support you have extended to the school even during these times of crisis. We understand how difficult it must be for our dear students to remain home for such long periods without their friends, regular schooling and extra-curricular activities. We look forward to the time when we can resume physical classes to ensure the holistic development of our dear ones. Till then we shall do whatever it takes to make sure their academic needs are taken care of by our dedicated Teaching & Non-Teaching Staff.

Thanks and best regards

By Order
Management
Stepping Stone School
Stepping Stone School (High)
31st October, 2021