

Dear parents / cadets

1. Classwise database of cadets with their contact details have been compiled and uploaded. The database will serve in the smooth conduct of online classes in the following manner:-

- (a) Cadets will be informed of the schedule and programme of online classes using their whatsapp number and e-mail id, one day in advance.
- (b) Cadets will be provided the access code/password for joining the online LIVE classes using the whatsapp and e-mail id.
- (c) Parents will be informed of the daily programme and progress of the child, including online assessment and information about assignments given.
- (d) Cadets will be able to contact their teachers and mentors online using their whatsapp and e-mail.
- (e) Whatsapp groups comprising of the School administration, the faculty and the cadets have been created to bring the entire staff and students on the same platform and facilitate seamless interaction.

2. It is therefore very essential that the contact details do not have any errors. You are requested to go through the uploaded database and thoroughly check your details. The following actions are prescribed for all concerned:-

- (a) Those whose data are missing should immediately send their details.
- (b) Check for errors & intimate school (if any) vide whatsapp & e-mail.
- (c) If Online Learning (OLL) e-mail has not been created in the prescribed format **<school number>sainikschoolambikapur@gmail.com**, please create the same and inform the school.
- (d) If the contact details of the parent (mobile number and the e-mail are not provided or is inaccurate, please rectify and intimate.

By Order  
Principal