



UNACCO SCHOOL
Excellence in Education
Chanura Bazar, Nambol

Date: 13.07.2022

Dear Parents/Guardians,

As the school is committed to its students, we wish to inform you that we are ready to start the VIRTUAL ONLINE CLASSES for the students of Std. XII with effect from 14th July, 2022 (Thursday). The TIME-TABLE of your ward's class will be forwarded to you by the class teacher of your ward.

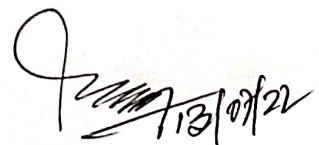
In case your ward is newly admitted, you are requested to download the **Microsoft Teams** App in your Mobile/Laptop/PC. If your ward is re-admitted, we hope, the necessary Apps are already downloaded.

You are requested to follow the PROTOCOLS listed below to prepare your ward for his/her classes.

- 1) Your ward needs to **CLICK** on the link shared by the class teacher in class WhatsApp group as per the time mentioned in the Time Table.
- 2) Please make sure that your ward's mic is in MUTE mode during the classes to facilitate noise free environment and UNMUTE only if it is necessary/wants to ask question(s) or clear doubts.
- 3) While engaging with the class, your ward must avoid opening other applications and tabs in the browser because this will use bandwidth and will hamper the ongoing session.
- 4) Ensure that your ward has kept writing material ready for noting down the given references.
- 5) There will be daily DIGITAL ATTENDANCE before the class begins which means that your ward must be there 5 minutes early for the class.
- 6) Regular attendance in the class is expected and your ward must be aware that leaving a class in between is not counted as good etiquette.
- 7) To gain the most advantage of the net speed, your ward needs to SWITCH OFF his/her VIDEO STREAMING and switch it ON only if it is necessary or instructed.
- 8) It is expected that your ward will be in neat, tidy and appropriate clothing, preferably the School uniforms while attending the online classes.

Let us join hands to keep our students engaged and to help them to continue learning.

With regards,


Principal