

Orientation Letter for AY 2019-20

Dear Parents,

We look forward to another productive and engaging academic year. Please note carefully the details given below about the opening of school, uniforms, textbooks, stationery and tuition fees for academic year 2019-20.

School campuses

- **Focus High School (FHS-DS)** at Darushifa will have **C6-C10**
- **Focus School (FS-NKB)** at Noor Khan Bazar will have **Nur-C5**
- Note: There will be a fee collection counter at each campus

School opening dates & timings

Class	Opening date	Timings (arrive 10 min before time)
Nur	Mon 10 June & Tues 11 June	8:30-9:30 (AM shift) 12:15-1:15 (PM shift)
PP1	Tue 11 June 2019	8:30-9:30 (AM shift) 12:15-1:15 (PM shift)
Nur-PP1	Wed 12 June 2019	8:30-11:45 (AM shift) 12:15-3:30 (PM shift)
PP2	Wed 12 June 2019	8:30 AM-2:30 PM
C1-10	Wed 12 June 2019	8:30 AM-3:30 PM

Uniforms

- For uniform, belts, caps, sports dress, maqna, manteau, visit **Safa Tailoring Centre**, H.No. 22-2-355/1, Yawar Manzil, Noor Khan Bazar. Timings: 11:00 AM – 6:00 PM. Contact Ms Asra at 2457 5380, 86868 64362.
- Note the child's house to buy the correct colour sports uniform and cap.

Textbooks & stationery

- Please refer to the stationery list for PYP (PP-C5 issued on 10 April) and HS (C6-C10 to be issued on Mon 6 May) respectively. Textbooks and stationery may be purchased at any shop.
- 'School-Supplied Materials' (e.g diary, newsletter, art consumables, etc) are included in tuition henceforth.

Tuition fees

Year of admission	Annual tuition fee	Caution deposit	Imprest deposit
2018-19 or before	Rs. 34,800/-	Nil	Rs. 1,000/-
2019-20	Rs. 42,000/-	Rs 5,000/-	Rs. 1,000/-

- Annual tuition fee instalment must be paid on or before the 10th of the month in which it is due. A discount is given for payment by the 5th of the month.
- If tuition fees are past due, the school will not issue bonafide certificate, performance report, gate pass or hall ticket.
- Fees once paid will not be refunded or transferred under any circumstances.
- Parents are liable for annual tuition fee even if the student withdraws or joins in the middle of the year.
- Payment may be made through cash, cheque, netbanking or credit card.
 1. For netbanking:
Focus HS Fees A/c No. 6108625917, Indian Bank, Darul Shafa Branch IFSC: IDIB000D032 (please submit acknowledgement to the accounts office and specify the child's name, ID number, and instalment number)
 2. For credit card:
Visit www.focushighschool.org and click <Pay fees>. Use login credentials provided by accounts office.

Contacts

Please visit for updates and important policies:

www.focushighschool.org

Reception (DS): **2440 4060, 7207035060**

Accounts (DS): **72070 15060**

Reception (NKB): **2456 5070, 9390605070**

Best regards,
Minhaj Arastu, Principal