

**VIDYA BAL BHAWAN SR. SEC. SCHOOL  
MAYUR VIHAR III, DELHI 110096**

**Date: 18-08-2025**

**Subject: Information Regarding preparation of Half-Yearly Examinations (Classes IV – XII)**

Dear Parents,

This is to inform you that the **Half-Yearly Examinations for Classes IV to XII will commence from 15th September 2025**. The syllabus has already been completed in the school, and **revision classes are presently in progress**. For the academic progress of your ward, we request your support at home. Kindly ensure the following points for better preparation before the examinations:

**Guidelines for Parents**

- Ensure that your ward **attends school regularly during revision classes**, as teachers are revising important topics and providing exam-oriented practice.
- Help your ward to **prepare and follow a proper self-study timetable** at home.
- Ensure your child spends at least **2 hours daily in regular writing practice** to improve speed, accuracy, and presentation.
- Encourage **revision of each subject daily** so that concepts remain fresh and clear.
- Motivate your ward to **improve learning skills** by summarizing lessons in their own words, preparing short notes, and practicing diagrams/maps wherever required.
- Observe your child's **learning content, writing pattern, and presentation style** regularly.
- Check the **Almanac daily** for homework, assignments, and teacher's remarks, and guide your ward accordingly.
- Minimize distractions (TV, mobile, excessive playtime) during study hours.
- Ensure proper **sleep, healthy food, and stress-free environment** for better concentration.
- Encourage regular practice of **previous worksheets, assignments, and sample papers** provided by teachers.
- Provide positive reinforcement, motivation, and **set realistic daily goals** for steady improvement in marks.

To strengthen the preparation further, the school has scheduled a **Special Parent-Teacher Meeting (PTM) on 23rd August 2025**, as per Almanac planning. Kindly attend the PTM as per the time slot allotted to your ward's class/section, so that teachers can share individual feedback and guidance before the examinations.

You are requested to **fill in the acknowledgment slip given below and return it to the Class Teacher by 21st August 2025** for confirmation of your attendance in the PTM.

**Principal**

\_\_\_\_\_ **Cut & submit to the CT with signature of the parents** \_\_\_\_\_

**Acknowledgment Slip**

I, \_\_\_\_\_ (Parent/Guardian of \_\_\_\_\_  
of Class \_\_\_\_\_), acknowledge the receipt of the letter regarding the Half-Yearly Examinations 2025 and confirm my attendance in the PTM scheduled on 23rd August 2025.

**Parent's Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

**Mobile No** \_\_\_\_\_

**Email ID of father** \_\_\_\_\_ **Date:** \_\_\_\_\_