

**Campus**

Vill. Jhammat, P.O. Ayali Kalan, Ludhiana – 142027

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DPS/LUD/PC/022/18-19

Date: August 30, 2018

Dear Parents

***Open House is an event when schools open their doors so parents can meet with teachers and get a glimpse into their children's learning.***

The Open House for classes IV and V will be held on **Saturday September 1, 2018**. The timings and schedule are mentioned on page 58 of the Almanac. It is **mandatory for parents** to attend it along with their wards. The students must report in proper school uniform and carry the school almanac with them for the Open House.

Please follow the time schedule strictly, failing which you may not be able to meet the Class Teacher at all. It is also important that you do not stretch your allotted time to avoid inconvenience to other parents.

If there is a change of address or contact number; kindly meet the Front Office Executive who will provide you with a form to record the changes. Following this, these details would be updated in our records. Also, the Accounts and Transport Department in charges would be available in the Reception Area to address your problems, if any.

The Scholastic Book Fair will be held in the school during the Open House.

**Please note** that as intimated earlier the **Report Cards** can be viewed on the School Mobile Application as well as the Website using student login. Hereafter, the school will issue only the Annual Report Card.

Report Cards for Term 1 shall be available for viewing on the School Mobile Application and the School Website for a period of one month from the date of announcement of the result.

**Steps to download the progress Report (IV – V)**

1. Open the school website [www.dpsludhiana.com](http://www.dpsludhiana.com)
2. **Login ID** – your ward's admission number as example: N-2171-18  
(as given on student's I Card)  
**Password** by default is Date of Birth as dd-mm-yyyy format  
(**unless you have reset it**)
3. Click on Result Tab – Progress Report option – click on Term I Report Card.

Looking forward to a healthy parent teacher relationship as always.

**Warm Regards**

Sd/-

**Balmit Kaur**

Principal