



JDS Foundation's

JDS Public School

Affiliated to CBSE (10+2) * Affiliation No: 2430445

A B Road, Panpur, PO- Narayanpur, PS- Basudebpur, Dist- North 24 Parganas, PIN- 743126, W B

Ref No. : JDSPS/26-27/Oct/04

Date: 6th October, 2026

Notice

Dear Parents and Guardians,

Greetings from JDS Public School !

This is to inform you that henceforth, any information, grievance, concern, query, or request related to your ward's academics, discipline, attendance, behaviour, or any other school-related matter should be **communicated only through the School Office**.

Parents/Guardians are requested **not to approach or directly communicate with any Class Teacher or Subject Teacher** regarding such matters, either personally or through phone calls or private messages.

The School Office will receive the concern and ensure that it is appropriately communicated to the concerned authority/teacher and addressed through the proper channel.

We seek your cooperation in following this communication protocol to ensure clarity, proper documentation, and smooth functioning of the school.

Thank you for your understanding and cooperation.

CC to:

1. Director's office;
2. Administrative officer;
3. Logistics & operation's office;
4. Account's office;
5. All teacher's & other staffs



Regards,
SD/

Principal