

Birla Vidya Niketan
Pushp Vihar-IV, New Delhi-17

Circular

BVN/PTA/SS/2019-20/

18th March 2019

Dear Parents,

As you are aware, the BVN-PTA has been constituted as per the guidelines provided under Delhi School Education Rules. This body has been functioning effectively at BVN.

This session a vacancy in classes I, III, V & X has come into being, therefore, a new parent representative for each class needs to be elected. Hence, this circular is being sent.


Parents who are willing to spare sufficient time in playing an instrumental role in bringing parents and teachers together to understand each other and co-operate in the task of the total development of young impressionable minds are welcome to file their nominations. The two agencies must make a concerted effort in evolving a conducive atmosphere among themselves as well as the school for children to attain their optimum potential.

Please note that each parent is entitled to only two years in PTA body during his / her child's entire tenure at school.

The procedure to be followed for the final election is outlined below:

8. Nomination forms can be downloaded from School Website or will be available Administration Office from 09th April 2019 to 12th April 2019. (Please contact the Junior/ Senior Administrative Office between 10.00 a.m to 12.00 Noon).
9. Parents who wish to contest, may collect the forms and submit the completed forms with a copy of detailed bio-data in a sealed envelope by 2.00p.m on 16th April 2019 at the Administrative Office, Junior / Senior School.
10. A nominee may withdraw his/her candidature within two working days of the submission of nomination papers. i.e. by 12.00 noon of 18th April 2019 .
11. A list of the names of parents offering their candidature will be compiled by the school office and sent to the concerned parents together with the ballot slips by 23rd April 2019 to elect the class representative.
12. All ballot slips may be returned to the school in sealed envelopes by 26th April 2019. The students will submit the same to the respective Class teachers for session 2019-20.
13. The Returning Officer will open all nominations in the presence of contesting candidates on 29th April 2019.
14. List to be put up on 30th April 2019.

Thanking you,


Minakshi Kushwaha
Principal

Acknowledgement Slip

3. I _____ (Name of the parent) parent of _____ (Name of the student) studying in class ____ Section ____, have received the school circular numbered **BVN/PTA/SS/2019-20** dated **18th March 2019**.
4. I am interested/not interested in offering my candidature for the PTA body.

Signature of the parent with date _____

Form - 1
BIRLA VIDYA NIKETAN
PUSHPA VIHAR-IV
NEW DELHI-17
PTA PARENT BIO-DATA PROFORMA
(Kindly fill up with care)



Name of the ward _____

(Surname)

(First Name)

Class _____ Section _____ Scholar No. _____ House _____

Father's/legal Guardian's Name _____

(Surname)

(First Name)

Mother's Name _____

(Surname)

(First Name)

Nature of Profession/Business _____

Service and Designation _____

Office Address _____

Pin _____ Phone No. _____

Residence Address _____

Pin _____ Phone No. _____

Please indicate if you are willing to volunteer to act as substitute teacher if called upon by the school

Yes/No

Please indicate preference of subjects and teaching Experience, if any and educational qualification

Subject: _____

Class: _____

Educational _____

Experience _____

qualifications _____

E-mail:- _____

(Signature of Father/Guardian)

(Signature of Mother)

Instructions: Those offering their candidatures for PTA membership, must attach a duly filled Form 2 from a proposer.

Form - 2

BIRLA VIDYA NIKETAN
PUSHPA VIHAR -IV
NEW DELHI-17

FORM OF NOMINATION
2019-2020

Form of Nomination of Parent-Member (Class representative) of PTA for the Year 2019-20

I, _____ Parent of _____
of class _____ Section _____ propose Mr./Mrs. _____
Parent of _____ of Class _____ Section _____ as
Class Representative on executive body of PTA of Birla Vidya Niketan for the year 2018-19

I, _____ Parent of _____
(Name) (Name)
of Class _____ Section _____ second the above proposal.

(Signature of Proposer)

(Signature of Seconder)

ACCEPTANCE DECLARATION

I, _____ Parent of _____ of class _____
Section _____ accept my name being proposed for the Parent Class Representative
and shall be able to devote time.

(Signature of Parent Member)

***Note- Please submit a Bio-Data of the Parent whose name has been proposed

Date: _____