



IMMANUEL INTERNATIONAL ACADEMY

Excellence in Education

(A Unit of Babubasa Leadership Training Centre)

Affiliated to Central Board of Secondary Education, Delhi. Affl. No.: 2430149 School Code No. 15636

Office: Bharat Sing Jote, Post Office: Ranidanga, Siliguri, Pin: 734012 West Bengal, India,
Email: info@iia.website. Web: iia.website Phone: +91 9832199208/9

Dear Parents,

Greetings from Immanuel International Academy.

We have completed another challenging yet successful year and we look forward to begin a new academic session 2021-2022. We could not have done it without you.

Re-Opening:

1. As notified earlier, school will re-open on the 12th of April 2021.
2. Offline classes will be conducted for students of class IX, X and XII. Online classes will continue for classes PRE-KG to VIII until official notification is received from the Govt. of West Bengal.
3. Only students enrolled will be considered as students of Immanuel and allowed inside the classroom.
4. Do remember to update your latest contact number on the school portal. The school will not be responsible for non-receipt of notifications/circulars. Parent portal can be accessed from our webpage <https://iia.website/>

Re-test:

1. Students that have been listed for re-test are to come prepared on the 12th of April at the school campus in proper Uniform. Contact person: Jonathan Subba. Re-test fees applicable as mentioned in school diary.

Reach out on the below numbers for any queries.

Sl.no	Particulars	Name	Phone no
1	Books	Mingmaya Zimik	9614316423
2	Transport	Dinesh Thapa	9733295191
3	Admissions	Awon Angkang	9933753814
4	Hostel	Ngachan Makan	9733214423/9832199209
5	CBSE Coordinator	Youraj Thakuri	8250513739
6	PA to the Principal	Jonathan Subba	8250909691
7	Accounts	Sunep Pongener	9733210979

Kindly note that parents are expected to deposit 1st quarter fees at the time of joining and Annual session fees latest by 10th July. [Fee guidelines mentioned here](#)

Indian Overseas Bank (branch 3065) Kawakhali Branch A/c no. 306502000000008 IFSC: IOBA0003065	Axis Bank (branch 000035) Spectrum House, Sevoke Rd. A/c no 912010016138369 IFSC:UTIB0000035
--	---

Uniforms:

1. In order to maintain professionalism and classroom etiquette, all students are required to wear uniforms during online/offline classes, tests and PTM's.
2. Uniforms can be ordered from Shree Shankar Uniforms. 1st floor, Old George Institute Building, Khudiram Pally, Hill Cart Road, Siliguri. [click to open google map to Shree Shankar Uniforms](#)

PRE-KG TO CLASS- I

Boys: White half sleeve shirt with IIA logo, Grey shorts* (summer), Grey Trousers (winter), Tie, Biscuit striped Belt, Black socks with red IIA lettering, Black shoes.

Girls: White Tunic, blue chequered frock, belt* (not required), black socks with red IIA lettering (Knee length), black shoes

CLASS II TO CLASS X

Boys: White half sleeve shirt with IIA logo, Grey Trousers , Tie, Belt, Black socks with red IIA lettering, Black shoes.

Girls: White half sleeve shirt with IIA logo, blue chequered skirt, belt, red bowtie, black socks with red IIA lettering (Knee length), black shoes

CLASS XI TO XII

Boys: Blue Shirt with IIA logo, Grey Trousers, Tie, Belt, Black socks with red IIA lettering, Black shoes.

Girls: Blue Shirt with IIA logo, blue chequered skirt, belt, red bowtie, black socks with red IIA lettering (Knee length), black shoes

HOUSE UNIFORM (for all)

House T-Shirt, House pants (Black), White socks, Plain White Shoes

SPORTS UNIFORM (Class I to XII)

Blue t-shirt with white shoulder stripes, Blue track pants with white side stripes

WINTER UNIFORM (for all)

Black and Grey Letterman Jackets.

School Hostel:

1. Residential students are to report to school by the 10th of April 2021 along with duly filled Consent letter and Undertaking.
2. Books will be distributed for hostellers on the 10th of April.
3. Students are required to check items required as mentioned in page -9 of the hostel handbook before arrival.
4. Medical fitness certificate to be produced at the time of arrival to the Hostel.

SL. No	Items -Uniform	Quantity	Remarks
1	School Shirt	2	
2	Uniform pant (boys) & skirt (girls)	2	
3	Socks (black)	4	
4	Stockings (girls)	2	
5	House Shirt	1	
6	Black Shoe & White Tennis shoe	1	
7	Tie & Belt	1	
8	Shoe brush & Black polish	1	
9	Track pant	1	
10	White liquid polish	1	
11	Winter uniform	1	

SL. No	Items - Coloured clothes & shoes	Quantity	Remarks
1	Under garments	5	
2	Casual Wear	4	
3	Night Wear	2	
4	Bath robe (girls)	1	
5	Sports/outdoor shoes	2-4	
6	Coloured socks	3	
7	Formal wear	2	

SL. No	Items - Toiletries	Quantity	Remarks
1	Bucket	1	
2	Mug	1	
3	Towel	2	
4	Bedsheet & pillow cover	2	
5	Pillow	1	
6	Blanket	1	
7	Bathroom Slippers	1	
8	Tooth Brush & toothpaste	2	
9	Shampoo	1	
10	Hair oil	1	
11	Soap & Soap case	3 + 1	
12	Talcum Powder	1	
13	Nail Cutter	1	
14	Ear Buds	1	
15	Washing Powder	2 KG	
16	Iron	Optional	
17	Mosquito Net	1	
18	Handwash	2	
19	Hand Sanitizers	2	
20	Water bottle	1	
21	Masks	5-10	
22	Mediker Shampoo (girls)	1	
23	Tissue paper (girls)	2	

CONSENT LETTER AND UNDERTAKING
(Class IX,X,XII and Hostel Students)

To
The Principal
Immanuel International Academy
Ranidanga,Bharat Singh Jote Siliguri

Date: __/__/__

Respected Ma'am,

I hereby consent to allow my child to attend classes conducted at the school. My child will follow all necessary guidelines and safety standards set by the school for his/her classes.

TRANSPORTATION

SCHOOL BUS **PRIVATE VEHICLE**

New students are required to fill up the transport form.

- For any queries, contact transport in-charge: **(9614316423/9733295191)**
-

BOARDING

BOARDING **DAY SCHOLAR**

- For any queries, contact: **(9647323629/9933753814)**
-

With regards,

Name of Parent _____

Name of the Student _____

Signature of Parent _____

Class _____

Contact Number of Parent _____

Signature of student _____

TRANSPORT FORM
(New Students only – IX,X,XII)

***Please affix
your latest
passport size
photograph
here
(STUDENT)***

Date:

__/__/____

(Kindly fill up the following in block - letters)

1. Student Name: _____

2. Class: _____

3. Residential Address:

4. Parent's Contact Number: _____

5. Email ID of Parents: _____

6. Bus Stoppage:

➤ **For Transportation Rules, please refer to School Diary page no. 11 & 12.**

Signature of Parent:


Signature of Transport In-charge:



COVID-19 GENERAL GUIDELINES ON REOPENING OF SCHOOLS

DEPARTMENT OF SCHOOL EDUCATION
GOVERNMENT OF WEST BENGAL





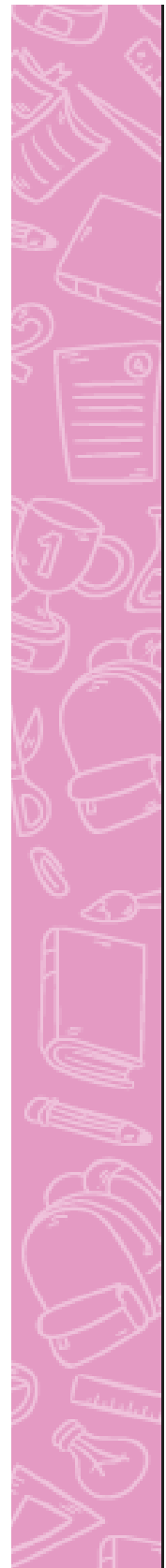
6.4 CHECKLIST FOR THE GUARDIANS / STUDENTS

A. Before School Hours

1. Whether mask is worn before leaving home for school
 YES NO
2. Whether wearing of metal accessories like rings, chains, bangles and amulets avoided
 YES NO
3. Whether a small bottle of sanitizer is kept in your pocket or in the bag front chain that is easily accessible and keep sanitising your hands frequently (Optional)
 YES NO
4. Whether you are alert not to touch your mouth, nose, ears unless hands are properly sanitised or washed with soap
 YES NO
5. Whether you carry your own water bottle and dry tiffin (if felt necessary) in airtight container. Metal vessels may be avoided.
 YES NO
6. Whether you use shoe and socks so that bare foot does not touch the ground. Washable shoes are preferred.
 YES NO
7. Whether you maintain social distance everywhere. No one should be within one meter from you
 YES NO
8. Whether you come to school accompanied by guardian/escort if possible, preferably by walking, or bike, bicycle or own conveyance
 YES NO
9. Whether you are avoiding to come to school if you are having fever, cold or any other ailment/weakness for at least 1 (one) week
 YES NO
10. Whether you bring own water bottle
 YES NO
11. Whether you have learnt how to fold arm over your mouth and nose before sneezing and coughing
 YES NO
12. Whether you avoid spitting here and there
 YES NO

B. During School Hours

1. Whether you are alert not to touch your mouth, nose, ears unless hands are properly sanitised or washed with soap
 YES NO
2. Whether you maintain social distance everywhere. No one should be within 6 feet from you
 YES NO
3. Whether you sanitise yourself properly after entering school as guided by your teacher
 YES NO
4. Do you walk and sit maintaining social distance
 YES NO
5. Whether you avoid forming close clusters with friends
 YES NO
6. Whether you avoid sharing exercise books, copies, bags, or any other belonging of your friend
 YES NO
7. Whether you avoid sharing food or drinking water with your friend or anyone
 YES NO
8. Do you sit in classroom at your assigned place as directed by the teacher
 YES NO
9. Do you learn about COVID protocol attentively and follow the same in day to day life
 YES NO
10. Do you avoid leaving the school premises until the end of school
 YES NO
11. Do you follow best hand washing practice before and after meal
 YES NO
12. Do you wash your plate with running water before meal
 YES NO
13. Do you avoid talking while eating and drink water from your own bottle
 YES NO





14. Whether you have learnt how to fold hands over your mouth and nose before sneezing and coughing

YES

NO

15. Whether you avoid spitting here and there

YES

NO

16. Whether you maintain social distance in class room, laboratory, library, corridors and everywhere you go

YES

NO

17. Whether you have attempted painting innovative posters, write poems, essays, slogans on awareness against COVID

YES

NO

18. Whether you wash your hand frequently with soap and water, or use sanitizer, if available

YES

NO

19. Whether you ask teacher if you cannot read /see/ access /understand the instruction given or written anywhere in the class /school.

YES

NO

20. Whether you ask for help if you are not able to keep your mask in the right position of your mouth.

YES

NO



C. After School Hours

1. Whether you avoid touching your mouth, nose, ears unless hands are properly sanitised or washed with soap
 YES NO
2. Whether you maintain social distance everywhere. No one should be within one meter from you
 YES NO
3. Do you spread awareness amongst your relatives at home
 YES NO
4. Whether you have learnt how to fold hands over your mouth and nose before sneezing and coughing
 YES NO
5. Do you avoid spitting here and there
 YES NO
6. Whether after reaching home you put the entire set of uniform from shoes, socks, dress in hot water for half an hour and then wash with detergent. If that is not possible keep the uniform isolated for twelve hours and put it under direct sunlight next day
 YES NO
7. ***Whether you are reminding your parents about the washing of your masks gloves and caps (if used) in hot water with soap and detergent.***
 YES NO
8. Whether you do your assignments and worksheets on the no-school days
 YES NO
9. Whether you are attentive to what your teachers and guardians say
 YES NO



AWARENESS BEATS CORONA



Wear mask



Use soap & sanitizer



Keep your distance
6 feet



Cough on your elbow



Wash hands



Use your own
plate, spoon and glass