



# B.D. MEMORIAL

## Notice

Date: 28.04.2020

Dear Parents/Guardians,

The **Covid-19** outbreak across the world has drastically impacted all our lives. The outbreak of this pandemic has forced us to radically change our way of life, and social distancing is one of the few ways to battle this deadly pandemic. Although schools across India and the world at large have been forced to close down for the time being, our teachers have stepped up to ensure that students receive their education.

In order to deal with this unprecedented crisis, the School has taken a number of steps –

- Online classes for students started as per the session (2020-21) using virtual means.
- E-books and learning material have been made available to parents and we are trying very hard to make more content available until physical books can be distributed.
- Teachers have been working very hard to ensure that maximum learning can occur during this period and that no child is left behind.
- In addition to the academic delivery, due importance is given to co-curricular activities such as, storytelling, music, dance, art & craft, games, and yoga to refresh the mind and body while staying at home.
- We are in the process of launching a dedicated School App which will have a multifaceted use.

While we are aware of the financial difficulties that our parents may face due to this outbreak, we would like to elaborate on our financial position as well. The School has to pay full salaries to all teaching, non-teaching staff during the ensuing lockdown. Catering staff, Security staff, Cleaning staff, Admin staff, Maintenance staff and various outsourced activities also need to be paid in full. AMC's which are of a fixed nature, Statutory Obligations, ESI, PF, Gratuity, Insurance, and a plethora of charges need to be paid in full during this period. B.D. Memorial being a private, unaided institution, is completely dependent on the fees paid by the guardians to meet the expenses enumerated above.

However, keeping the global crisis at the forefront, we have taken the following decision:

- The increase in the School fees for the session 2020-21 will be kept in abeyance till further notice. The fee structure for the session 2019-20 will be applicable at present.
- The fees for the Months of April, May & June 2020 will be adjusted with the revised fee challan of May & June. The revised fee challan will be uploaded in the bank's portal, and a text message will be sent out once that has been completed. The excess payment made for the Month of April will be adjusted for **all parents** in the Months of May & June.

- All parents should pay fees for April 2020 as per the challan issued. The entire reduction in fees for April, May & June 2020 will be done in the fee challan for May & June 2020.
- The physical fee challan won't be distributed due to the prevailing situation; however, a fee chart will be shared on our website which parents can refer to while making fee payments.
- The last date for fee payment for the Month of April has been extended till 15<sup>th</sup> May without any late fees.
- The last date for fee payment for the Months of May & June has been extended till 31<sup>st</sup> May without any late fees.
- In view of social distancing norms and the current lockdown, parents are requested to pay fees online through the school website ([www.bdmemorial.org](http://www.bdmemorial.org)) by clicking on the "Online Fee Payment" link and following the steps. The respective Student Admission No. (available on the Report Card/Fee Book) will only be needed to make the payment.
- Parents can comfortably pay fees using the School website **without any additional charges** using the HDFC Bank Payment Gateway (Debit/Credit Cards/Internet banking from all banks will be accepted).

During such a time we have a greater responsibility towards our parents and students. However, we must also be responsible towards our teaching and non-teaching staff and the health of the Institution itself.

Our campus doors may be closed, but the School is truly open, and only together can we overcome this unprecedented crisis.

With our best wishes

School Management