



The Oxford School

NH Bypass, Pantheerankau, Kozhikode

Circular No. 01/25-26

01 June 2025

Dear family,

Warm greetings!

As we reopen for the new academic year, please take note of the important instructions below to ensure a smooth start for everyone:

School Reopening Dates:

- **June 2: Grades 1 to 12**
- **June 3: Tiny Tots and FS2**
- **June 9: Grade 11 and FS1**

General Guidelines:

1. Please contact your child's Bus Assistant (Aunties) to confirm pick-up timing.
2. Be at the pick-up point a few minutes early and support the bus staff by being punctual.
3. On **June 2**, school will end at **12:30 pm** for Grades 1 & 2, **2:10 pm** for Grades 3 to 12
4. Avoid dropping or picking up your child on the first day to reduce traffic congestion.
5. If drop-off or pick-up is necessary, kindly do so **only after the school buses have left**.
6. On **June 3**, parents of Tiny Tots should drop them off at **10:00 am** and pick them up by **11:30 am**.
7. On June 03, FS2 students may come in the school bus and return at 2 pm in the school bus
8. Please send **snacks and water** bottles with your child. Lunch carrying from home is **not allowed**.
9. Students should wear their **school uniform from Day 1**, If available
10. Download the **School Diary App** using your parent email ID, and regularly check it along with your email for updates.
11. Save contact numbers of the Grade In-Charge, HRT, or Section Heads for all kind of academic concerns.
12. For general queries, contact the **Registrar (85476 33444)** or **school office**.

13. Ensure your child arrives **on time every day**. Partial attendance should be avoided. If dropping off, do so **before school starts**.
14. **Late arrivals and early pickups are not allowed on regular working days**
15. All requests (early pickup, bus route changes, stay-back) must go through the **school office, not** via drivers or staff. Call **0495 2433444 / 2436633** at least **one hour before dispersal**. Last-minute requests cannot be accommodated.
16. Submit leave requests through the **School Planner (Diary)**.
17. Students must follow the **school uniform policy**. Avoid hair colouring, long hair for boys, expensive jewellery, fancy footwear, flip-flops, smart watches or any electronic gadgets. Etc.
18. Please **do not send cakes, stationery, or gifts** to celebrate birthdays. You may send chocolates or consider gifting a **book or sapling** to the school instead.
19. Students from **Grade 6 onwards** should not wear casual / colour clothes on birthdays.
20. Students from **Grade 5 onwards** must bring their **devices** on BYOD assigned days. Devices with SIM cards or mobile phones are not allowed.

We look forward to your cooperation and to a wonderful year ahead for your child.

Warm regards,

Dr. Anas

Principal

The Oxford School Calicut

principal@oxfordcalicut.com

Important Contact details

Office: **0495 2433444 / 2436633**

Ms. Deepika (Registrar): **85476 33444**

Ms. Jyothi Lakshmi: (Pre-primary HoS -Tiny Tots- Grade 2) : **95261 41699**

Ms: Sulbha Ahuja: (Primary HoS -Gr 3-7) : **99969 45834**

Mr. Sheneer (Senior secondary HoS -Gr 8-12) : **96455 70598**