

Cir/29/18-19

Date: 11th September 2018

Dear Parent

It has been our constant endeavour at Amanora School to seek feedback from our parents and work towards making our school a right choice for all stakeholders. Our PTMs, one-on-one interactions, Parent Orientation Programs, Parent Engagement Surveys, etc. are all aimed at establishing good school-parent connect. In keeping with the trend, we are proud to introduce **Ms Seema Garg** as our **Manager – Parent Relations**. She would work in the capacity of a SPOC for matters that require immediate redressal. We assure you of a response time not exceeding two working days. Please note that Ms Garg can be reached at the following email ID: feedback@amanoraschool.edu.in.

Please seek prior appointment to meet the Principal, Vice Principal, Coordinators (Academic and Administrative) and teachers and adhere to the timings allotted for the meeting. The appointments can be sought through diary notes or emails. Our Academic Coordinators and Administrative staff can always be reached at the following email IDs.

Principal: Ms Meera Nair principal@amanoraschool.edu.in

Vice Principal: Ms Madhoolika Sharma viceprincipal@amanoraschool.edu.in

Admin Head: Mr Vinayak Koparde adminhead@amanoraschool.edu.in

Administrator: Mr Mukesh Satpute administrator@amanoraschool.edu.in

Accountant: Ms Rohini Shirke accountant@amanoraschool.edu.in

Admission Manager: Ms Shraddha Shrivastava admissions1@amanoraschool.edu.in

Pre Primary: Ms Swati Biswas ppcoord@amanoraschool.edu.in

Grade I and II: Ms Shweta Amolik prycoord2@amanoraschool.edu.in

Grade III and IV: Ms Sujata Rathaur prycoord@amanoraschool.edu.in

Grade V and VI: Ms Sapna Kohli sapna.kohli@amanoraschool.edu.in

Grade VII and VIII: Ms Shilpa Tribhuwan shilpa.tribhuwan@amanoraschool.edu.in


Grade IX and X: Ms Amrita Gangwal amrita.gangwal@amanoraschool.edu.in

Office Timings: 9:30 am to 12:00 noon (Monday to Friday and working Saturdays)

In the end, I reassure you that our commitment to your child's safety and learning is unconditional - every time and everywhere in the school premises.

Best regards,

For Amanora School


11/09/18
Meera Nair
Principal