

WINTER BREAK : ACADEMIC SESSION 2025-26

1. **Winter Break:** The school will remain **closed** on account of **winter break** from **08 Dec 2025** to **01 Jan 2025** (25 days).

2. **Dispersal :** Parents are requested to arrange for travel of their wards as per the schedule given below. A communication in the prescribed proforma is to be handed over to the respective housemaster before proceeding to take their ward for vacation. **No cadet will be permitted to go home without Parents /Guardian's consent.**

Sl. No	Category	Date and time of dispersal		Date and time of report back	
(a)	All Cadets	07 Dec 2025	0900 h onwards	02 Jan 2026	Before 1600 hrs

3. **Reporting date after vacation:** All cadets are to report as mentioned in para 1 above, **NO LATE REPORTING WILL BE ENTERTAINED.**

4. **All cadets are to keep their washed/pressed cloth and valuable items in a safe custody under lock and key before moving on vacation.**

5. **All cadets coming to the School Academic Block/Office Area on the reporting day are to be properly dressed with shoes on. Any cadet found improperly dressed and loitering in the Main Foyer / Office area will not be entertained in the office /Accounts Section and disciplinary action will be initiated against defaulters.**

INSTRUCTION FOR PARENTS /GUARDIANS

6. Parents are requested to complete the enclosed proforma with appropriate entries and hand over to the respective house masters before they take their ward for vacation.

7. **Fees:** On arrival at the school, Parents/ cadets would be required to clear dues at Accounts Section, obtain clearance and then report to Housemasters in respective dormitories.

8. **Discipline:** Parents are to ensure that the cadets follow the instructions related to dress & conduct as given in the Para 4 above.

9. **Bihar Government Scholarship :** Parents of Bihar domicile cadets are requested to submit Income Certificate issued from Bihar Government on or before 02 Jan 2026 for applying scholarship from Bihar Government for the year 2025-26.

10. **All cadets are required to report to the school as per the dates given at Para 1 above strictly.** Fees is required to be deposited by **Demand Draft** in favour of PRINCIPAL, SAINIK SCHOOL, KAZHAKOOTAM **OR** through NEFT to SB A/C No 1368606153 and IFS Code No CBIN0284158 and Branch Code 04158, Central Bank of India, Sainik School Branch. Alternatively, the fee can also be deposited in the above account in the bank on the same day of reopening during the banking hours (up to 1500 h). Parents who deposit Fee through electronic transfer method (**NEFT/RTGS only**) should also produce a proof of transaction (**in printed form**) while reporting. **No cash will be accepted.**

11. Parents are requested to ensure that their wards are provided with all the items of private clothing as indicated in the kit inspection/ deficiency list. Parents to ensure that all cadets especially the senior cadets are in possession of night suits.

12. Parents are requested to ensure that their wards are fully recovered from any illness before re-joining. In case of illness a medical certificate should be submitted on re-joining.
13. Parents/ Guardians may seek any additional information concerning their wards either personally or on telephone from the Vice Principal or Admin Officer on Tele. No. 0471 - 2781400/ 2781402/ 2781403.
14. In case the cadets fail to report back to school on the given date, the **parents must intimate the same in advance** and come along with the cadets and meet Principal/ Admin Officer/ Vice Principal to explain the reasons/ produce valid documents for the late reporting.
15. The school Fax No. is 0471-2781409, website is www.sainikschooltvm.edu.in and e-mail is sainikschooltvm@gmail.com
16. **KINDLY ENSURE THAT THE CADETS DO NOT CARRY/ POSSESS ANY ELECTRONIC GADGETS LIKE MOBILE PHONES, I-PODS, LAPTOPS, CAMERAS ETC WHILE RETURNING AFTER VACATION. INCASE THE CADETS ARE FOUND POSSESSING ANY OF THESE GADGETS SEVERE DISCIPLINARY ACTION WILL BE TAKEN INCLUDING IMPOSING OF FINE / WITHDRAWAL FROM SCHOOL. STRICT CHECKING OF BAGGAGE AND CADETS WILL BE DONE ON ARRIVAL.**
17. Cadets may login to CBSE portal <https://e-pathshala.nic.in> (for text books) and <https://vdi.diksha.gov.in> (Vidyadaan) while on leave so as to maintain constant touch and interest in studies and parents are requested to ensure the same.

Date : 30 Oct 2025

(M Rajkumar)
Wg Cdr
Vice Principal

PROFORMA FOR PARENT CONSENT

Sir,

1. Reference to Vacation Circular dated Oct 2025.

2. Name of the Cadet: _____ Roll No. _____

House _____ Class _____

Parent/ Guardian Name: _____

OPTION	WRITE YOUR OPTION
I prefer to take my son/ ward for Winter vacation from Sainik School in between _____ h and _____ h on 07 Dec 2025	
<u>(Only for cadets of class XII)</u> I prefer that my son/ ward may be permitted to undertake the travel from Sainik School to home, under own arrangement.	
I, _____ Parent of Roll No _____ Name _____ Hereby authorize Mr/Ms _____ _____ (relation) _____ (Address) _____ (Mobile No) _____ to collect my son/ward from Sainik School Kazhakootam on _____ between _____ & _____ hrs (his/her specimen signature is appended below) Signature of the person authorized by parent: _____ Place : _____ Date : _____ (Signature of parent)	

Note : No parents are allowed to take their ward for vacation without submitting this proforma to the respective house master.