

Dear Parents,

We at SSA know how alarming the news and WhatsApp messages about Covid 19 can be. We care about you deeply because you and our children are an important part of our journey of creating a better, safer and healthier world. Even as new cases of Covid 19 are being reported, there is no cause for panic.

**Medical experts say there are a few ways to stay safe and virus-free:**

- Wash your hands frequently.
- Maintain a distance of one meter from people when speaking with them, especially if they are coughing or sneezing and avoid touching your eyes, nose and mouth.
- Avoid crowded places like malls and cinema halls.
- Boosting immunity levels and maintaining a healthy diet will help you.
- Avoid unnecessary travel.
- In case you can't avoid travelling, please keep the school informed of dates and the place of travel.
- Get yourself checked if you feel unwell as prevention is better than avoiding the doctor.
- Don't forget to wipe your phones and laptops clean every day.
- So stay calm, safe and healthy.

**Especially for students of Classes VI – XII:**

- Classes X & XII board examinees need to take extra precautions as their exam stands as scheduled.
- School Office remains open from 9.30 am – 3 pm. However, it is best to call for information or appointment than come in directly.
- The school is working on sending soft copies of the report card to parents for classes VI – XII, which is pending.
- The school is working out alternative means to continue online classes in case necessary.

With best wishes

**Mrs. S. Shunglu**  
*Principal & Jt. Secretary*  
*Sri Sri Academy*  
*Kolkata*