



**RFID Card Usage & Dispersal Guidelines for Academic Session 2026-27**

Dear Parents,

This is to inform you that we are handing over the Student RFID card and parent card for the academic session 2026-27. These RFID cards play a vital role in monitoring your ward's entry and exit from school premises and ensuring her safety. Once issued, your ward must wear the new RFID card to school every day to facilitate smooth communication between the school and the parents/guardians.

**Private Students**

Parents must bring the Parent RFID card at the time of dispersal. Your ward will be handed over only after the Parent RFID card has been received at the gate.

The child will swipe their student RFID card both on entry and exit every day. On each swipe, the RFID reader will detect the ID number, and the Parent will receive a message whether their ward has entered the school or has left.

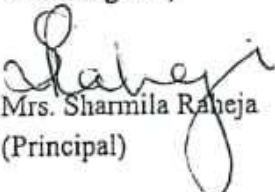
**Bus Students**

Parents must carry the Parent RFID card to school if they come to collect their ward for any reason including PTM.

In this regard, we request you to kindly return the old RFID card issued during the previous academic session (2025-26). Only upon submission of the old RFID card the new RFID card will be handed over to your ward.

Further to this, you are requested to keep this new RFID card safely, in case of loss a new RFID card will be issued at a payment of Rs. 500.

Warm regards,

  
Mrs. Sharmila Raheja  
(Principal)

**ACKNOWLEDGEMENT FORM**  
**Student and Parent Identity Cards**

Dear Ma'am

I \_\_\_\_\_ father/ mother of \_\_\_\_\_ Grade \_\_\_\_\_ hereby confirm that I have carefully gone through the circular in detail and hereby assure you that we will follow the instructions and check the messages regularly.

Parent's Signature : \_\_\_\_\_ Contact No. : \_\_\_\_\_ Date : \_\_\_\_\_