Mount Litera Zee School
–Mhow–

AFFILIATION NO. 1031216

Circular No.: MLZS/ACD/2025-26/029 Date: 21th November, 2025

Annual Function – Important Instructions for Parents & Students

Dear Parents,
Greetings!

We hope this message finds you safe and healthy!!

This is to inform you about the guidelines for the smooth conduct of the upcoming Annual Function. Kindly read the following points carefully and cooperate with the school.

Do's

Costumes for the annual function will be given one day prior; parents must wash (if needed) and iron Send your ward with their house uniform in the bag to change into after the performance.

Send your ward completely ready from home with basic make-up suitable for the performance.

Final touch-ups and dressing will be done in school.

Students must wear white inner warmers/thermals and white socks.

Ensure neat grooming (trimmed nails, neat hair).

Label all costume items clearly.

Send your ward on time with:

*Light snacks

*Water bottle

*Napkins/handkerchief

*Hair clips (if required)

*Follow bus timings strictly.

Don’ts

Do not send sharp objects, expensive items, jewellery, or gadgets.

No changes to the annual function costume without teacher approval.

Parents are requested not to enter backstage or dressing areas during the program.

Do not leave the venue without handing over the costumes and any other provided items to the event in-charge.

Important

Participation is compulsory for all students.

Parents are requested to follow all instructions shared by the teachers.

Children will be handed over to parents only after the completion of the program. Parents are requested not to disturb during the event. Your cooperation is appreciated.

Thank you for your continued support and cooperation.

Regards,
Principal

MLZS-Mhow