

# MOTHER VALLANKANI ENGLISH HIGH SCHOOL & JUNIOR COLLEGE

## PLANNING REPORT

Academic Year: 2026–2027

Section: Pre-Primary (Nursery, Jr. KG & Sr. KG)

Event: Welcome Back to School

Date: 22/06/2026

Time: 9:00 a.m. – 12:00 noon

### Objective

To warmly welcome children and parents, help children feel comfortable in the school environment, and create a joyful and memorable beginning to the new academic year.

| Time            | Activity                                   | Person Responsible   |
|-----------------|--------------------------------------------|----------------------|
| 9:00–9:10 a.m.  | Welcome of children with flowers and tilak | Teachers             |
| 9:10–9:30 a.m.  | Prayer & Welcome Speech                    | Principal / Teachers |
| 9:30–10:30 a.m. | Chocolate Distribution & Group Photo       | Teachers             |
| After Programme | Parents & children at Selfie Point         | Parents & Teachers   |

### Welcome Speech

Good Morning everyone!

A warm welcome to our respected Principal, dear parents, teachers, and our lovely children.

We are delighted to welcome you all to our Pre-Primary Welcome Back to School Programme.

Dear children, we are so happy to have you back. Get ready for a wonderful year filled with learning, fun, friendship, and happy memories.

Dear parents, thank you for your trust and continuous support. Together, we will help our little ones learn, grow, and shine.

Once again, welcome to our Pre-Primary family.

Thank you and have a wonderful day!

### Requirements

1. Chart Paper – Pink, Light Blue, Purple & Yellow (4 sheets)
2. A4 Size Sheets – 50 sheets
3. Tinted Paper
4. Cardboard
5. Balloons

6. Flowers – 2 Garlands & Extra Flowers
7. Tilak Plate
8. Chocolates
9. Sound System / Microphone
10. Camera / Mobile for Group Photos
11. Paint Brush – 1
12. Sponge – 1
13. Cotton – 1 Small Packet
14. Tissue Paper – 1 Packet
15. Handkerchief – 1
16. Whiteboard Markers – 2 (Black)
17. Crayons – 2 Boxes
18. Pencils – 1 Pack
19. Double Tape – 1 Roll
20. Cello Tape – 1 Roll

## **Expected Outcome**

- Children feel happy, confident, and comfortable.
- Parents receive a warm welcome.
- Positive and memorable beginning of the academic year.
- Strengthened parent-school relationship.

Prepared By: \_\_\_\_\_

Class Teacher