



# The British School

Caroline Drumm  
Principal

P.O. Box 566, Jhamsikhel, Patan  
Kathmandu, Nepal

3rd November 2021

Dear Parents and Carers,

## Official Notification Procedure

From Term 2 2021, there will be a section in our weekly newsletter in which official notifications will be posted. It will be clearly marked on the first page of the newsletter so that you can find it quickly. This will enable us to communicate important notices to you regularly in a familiar format. Please ensure that you check this section on a regular basis. If you have any questions regarding any of the notifications, please do contact us for further clarification.

Yours Sincerely  
**Ms. Caro Drumm**  
Principal

Patron: H.E.The British Ambassador

---

Telephone: 977-1-5421794, 977-1-5422012, e-mail: [tbs@tbs.edu.np](mailto:tbs@tbs.edu.np) website: [www.tbskathmandu.org](http://www.tbskathmandu.org)