

TCS/GEN/010/2023-2024

Date: 18-04-2023

CIRCULAR

VALUE OF THE MONTH: CHARITY - صدقة

SUBJECT: CONDOLENCES ON THE DEMISE OF OUR ADMIN MANAGER.

Dear parent,

We regret to inform you that with deep sadness and heavy hearts, our Admin Manager **Mr. Asif Mahamood** who passed away on 17th April 2023 is no longer with us.

We understand that this may come as a surprise to you. We want to assure you that we are taking steps to ensure the smooth functioning of the school. As parents, you may have concerns about who will manage administrative responsibilities during the interim period. We want to assure you that the principal and other members of the school management team will take on these responsibilities. This is until the Admin Manager is onboard.

Our team is committed to providing you with the same level of service and support that you have come to expect from us.

If you have any questions or concerns, please do not hesitate to reach out to us. We are here to support you and your child throughout this process.

Sincerely,



**Syed Ali Haider
Rizvi PRINCIPAL**