

Cir No.: STS/129/2025-26

02.12.2025 (Tuesday)

To
All Parents
St. Thomas' School
Goyal Vihar, Near Sector-19 Dwarka
New Delhi- 110071

Subject: PTA Election for 2025-26

Dear sir/ madam

As the term for PTA is coming to an end, the election of PTA has been scheduled as per details given in the notification and the documents attached.

It may please be noted that as per provisions of PTA Rules, parents eligible to vote must have paid the dues of the school for year 2025-26.

Queries, if any, may be referred to the Principal office of the school for clarification.

Nomination is attached with this circular.

NOTIFICATION OF ELECTION OF MEMBERS FOR PTA: 2025-27

1.	Last date and time for receipt of nomination	16.12.2025 (2:00 p.m.)
2.	Date of scrutiny of nominations	16.12.2025 (5:00 p.m.)
3.	Last date and time for withdrawal of nominations	18.12.2025 (5:00 p.m.)
4.	Date of Vote	20.12.2025 (2:30 p.m.)
5.	Declaration of result	20.12.2025 (5:00 p.m.)

NOMINATION

1. ELECTION PROCESS:

- (a) The election shall be conducted by secret ballot on the Polling date as mentioned in the Notification of PTA elections for PTA (2025-26)
- (b) In case the numbers of nominations are more than the number of seats, ballot papers will be made available at election place as notified by Election Committee.
- (c) The instructions regarding Voting and forwarding ballot papers in pre-designed sealed covers along with the ballot paper shall be strictly followed.
- (d) If the number of nominations are equal to seats available all Nominees shall be declared elected unopposed.
- (e) If the number of nominations received is less than the seats, the nominations received shall constitute the parent member of PTA of the school, which shall have the liberty to co-opt members from the school parents. Such co-opted members shall have all the right as other members of the PTA.
- (f) In case of contest, counting of votes shall be done on the notified dates at the venue where election will take place in the presence of the election Committee. The candidate/s may also be present if they so desire. The results shall be declared by the Election Committee.

For St. Thomas' School

Ms. Meneka I. Singh
(Principal)

**APPROPRIATE FORM OF NOMINATION FOR ELECTION TO THE PARENT REPRESENTATIVE OF PTA
OF ST. THOMAS' SCHOOL, GOYALA VIHAR, NEAR SEC-19, DWARKA, NEW DELHI-110071**

NOMINATION

I, the undersigned parent of _____ studying in _____ not being in arrears this day in respect of our school fees, for the current period, and being eligible to vote as per PTA Rules to be held during the calendar year 2025, do hereby nominate myself to one of the seats to be filled up for the parent members of PTA, in accordance with the provisions.

Signature of the Parent : _____

Name of the Parent : _____

Name of the Student (with class & section) : _____

For office use:

1. Verifying Officer : _____

2. Receiving Officer : _____