



# دي بي اس - مدرسة مونارك الدولية

## DPS-MONARCH INTERNATIONAL SCHOOL

DPS-Monarch/CIR/SCY/2026-27/390

Date: 20.04.2026

*From Principal's desk....*

### IPAD/ANDROID TABLET SUBMISSION BY PARENTS

Dear Parents,

Greetings of the day!

Parents are requested to submit their child's tablet (iPad or approved Android device) to the respective Homeroom Teachers (HRTs) on **Thursday, 30th April 2026, between 2:30 PM and 4:30 PM**. HRTs will be available in their respective classrooms to collect the devices and will inspect the physical condition of each device before accepting it.

#### **Important Note:**

- The device must be either an iPad (Generation 8 or later) or an approved Android tablet. **Devices with SIM/LTE capability are strictly not allowed.**
- The device must meet the specifications outlined in the school IT Policy available on the school website: <https://tinyurl.com/6bpzptf5>
- The tablet must be submitted along with a charging cable. **One end of the cable must be USB-A**, and the other end must be compatible with the device (Type-C/Lightning/Micro-USB). Cables without USB-A will not be accepted.
- The device must have a durable slim back case and tempered glass screen protector.
- Both the device and charging cable must be clearly labeled with the **student's name and admission number**.
- Ensure the latest versions of **Microsoft Outlook** and **Microsoft Teams** are downloaded, installed, and logged in using the student login credentials provided by the school before submission.
- Additionally, please download and register on the LEAD Group Student App. The student sign-up code is **JXJW49**. The video tutorial for registration is provided below for your reference.

- [https://drive.google.com/file/d/1jwpHh\\_eeZqcsGO9nHX7aoNu7lqPFOOPJ/view?usp=drive\\_link](https://drive.google.com/file/d/1jwpHh_eeZqcsGO9nHX7aoNu7lqPFOOPJ/view?usp=drive_link)
- The device must be submitted **without any Apple ID/Google account**, without personal data, and without any non-approved apps (including social media, games, or VPNs).
- Devices are for educational use only and will be monitored as per the school IT Policy.
- Any damage, malfunction, or loss due to negligence will be the responsibility of the parent.
- A signed Self-Declaration Form must be submitted along with the device and charging cable.

Thanks for your kind support and understanding in this regard.

Warm regards,



**Meenal Bakshi**  
**Principal**

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**Our Motto**

Education with a difference

**Our Vision**

DPS Monarch International School will deliver learning excellence that is child-centric, value-based, and technology-driven.

**Our Mission**

DPS Monarch International School will ensure that students add value to their community and make the world a better place to live.

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## Self-Declaration Form – iPad/Android Tablet Submission (Grades 1 to 5)

Please complete this form and submit it along with your child’s iPad/Android tablet to the Homeroom Teacher (HRT). This declaration confirms that the device complies with the school’s requirements for safe and appropriate use in the classroom.

<b>Admission Number</b>		<b>Name of the Student</b>	
<b>Class &amp; Section</b>		<b>Parent Name</b>	
<b>Date of Submission</b>		<b>Contact Number 1</b>	
<b>Serial Number</b>		<b>Contact Number 2</b>	

### Pre-Submission Checklist:

Steps	Checklist Item	Yes/No	Comments
1	Is there any physical damage to the iPad/Android tablet?		
2	Is a durable case or cover securely fitted on the device?		
3	Is the screen protected with a tempered glass screen protector?		
4	Is the device updated to the required operating system (iPadOS 14 or above / Android 14 or above)?		
5	Is the device Wi-Fi only (devices with SIM/LTE capability are not permitted)?		
6	Have you signed out of the Apple ID/Google account on the device?		
7	Has all personal data been erased from the iPad/Android tablet before submission?		
8	Have all non-approved applications (including social media, games, streaming apps, and VPNs) been removed?		
9	Have Microsoft Teams and Pearson apps been downloaded and signed in using school credentials (if applicable)?		
10	Has the tablet been submitted with a charging cable with USB-A on one end and a compatible connector (Type-C/Lightning/Micro-USB) on the other?		
11	Are both the device and charging cable clearly labeled with the student’s name and admission number?		
12	Have you read and understood the IT Policy available on the school portal and website?		

### Parent Declaration

I hereby declare that the information provided above is accurate to the best of my knowledge. I understand that the school may inspect and monitor the device regularly, and I take full responsibility for any damage or misuse of the device.

**Parent Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_