



Weather and Places to See

Katha National Writers' Workshop 2024 – Parents' Handbook

Venue: Shiv Nadar School, Pahari Road, Block E, DLF Phase 1, Gurugram

Dates: November 29–30, 2024

Timings: Friday: 9:00 AM – 4:00 PM and Saturday: 8 AM – 3 PM

Welcome!

Dear Parents,

We are thrilled to have you join us for the Katha National Writers' Workshop at Shiv Nadar School, Gurugram. To ensure a smooth and enjoyable experience, we've prepared a guide with practical information about the area, places to visit, weather, and more.

Weather Forecast

November in Gurugram offers pleasant weather that is perfect for exploring.

- **Temperature:** 15°C to 27°C
- **Tip:** Carry jackets and shawls.
- Although the air pollution can be a concern, you can still move around. We recommend that students carry and wear N95 masks on campus.

Places to Visit Nearby

If you have time during the event, explore these nearby attractions:

1. Malls and Markets around the school

Galleria Market (4 km): A vibrant open-air market offers a mix of retail stores, cafes, and restaurants.

MGF Metropolitan Mall (5 km): The mall has a variety of retail outlets, a food court, and entertainment options.

DLF Mega Mall (4.5km): It offers a range of shopping options, dining venues, and a multiplex cinema.

Ambience Mall (8 Km): It is one of the largest malls in India, housing numerous international and domestic brands, a food court, and entertainment zones.



2. Aravalli Biodiversity Park (8 km)

- A serene green space with walking trails, perfect for an early morning stroll or quiet retreat.
- **Highlight:** Rare flora and peaceful environment.

3. Cyber Hub (6.5 km)

- A buzzing hub of restaurants, cafes, and shopping. Great for a quick meal or evening hangout.
- **Highlight:** Wide variety of cuisines and live music events.

4. Qutub Minar (16 km)

- A UNESCO World Heritage Site and one of Delhi's most iconic landmarks.
- **Highlight:** Historic architecture and serene surroundings.

Where to Stay

Here are some nearby hotels to consider:

Budget Options:

1. **FabHotel Infinity Nest, DLF Phase 1** (4 km)
Clean, comfortable, and affordable rooms near the venue.
2. **OYO Townhouse 58, Sector 26** (5 km)
A great option for budget travellers with decent amenities.

1. Mid-Range Options:

2. **Park Inn by Radisson, DLF Phase 1** (4 km)
Offers excellent service and a short drive to the venue.

1. **Holiday Inn Express, MG Road** (6 km)
Contemporary amenities and a family-friendly environment.

Luxury Options:

1. **The Leela Ambience, Gurugram** (8 km)
A luxurious hotel with world-class dining and spa facilities.



2. **The Oberoi, Gurgaon** (9 km)

Renowned for its exceptional service and opulent design.

Dining Options Nearby

If you'd like to explore local food, consider these options:

1. **Bikanervala** (5 km)

- Family-friendly vegetarian restaurant offering Indian snacks and meals.

2. **Café Delhi Heights, Cyber Hub** (6.5 km)

- Perfect for casual dining with a range of continental and Indian dishes.

3. **Farzi Café, Cyber Hub** (6.5 km)

- A fun dining experience with creative twists on Indian cuisine.
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Transportation Tips

- **Metro:** The nearest station is Sikandarpur (Yellow Line), 6 km from the venue.
 - **Cabs:** Ola and Uber services are reliable and widely available in Gurugram.
 - **Parking:** Limited parking is available at the venue. Please plan accordingly.
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Event Guidelines

1. **Snacks & Meals:** Participants will receive light refreshments and lunch. Parents can purchase meals directly from the canteen.
 2. **Weather Readiness:** Carry a bottle of water and wear comfortable shoes for the day.
 3. **Cultural Sensitivity:** Avoid photographing other children or sharing their images on social media without explicit consent.
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Make the Most of Your Trip

If you're staying for both days, consider extending your visit to explore Delhi's iconic landmarks, such as India Gate, Red Fort, or Humayun's Tomb.

Dos and Dont's

Parents' Handbook for the Katha National Writers' Workshop 2024 – Delhi Regional Round

Location Information

- **Venue:** Shiv Nadar School
- **Address:** Pahari Road, Block E, DLF Phase 1, Sector 26A, Gurugram, Haryana 122011
- **Google Maps Link:** [Click Here](#)

Contact Information

- **Katha Helpline:** +91 88007 99353 (for queries before or during the event)

Event Details

- **Dates:** November 29th (9:00 AM – 4:00 PM) & 30th (8:00 AM – 3:00 PM), 2024
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Registration Process

- **Arrival Time:** 8:15 AM – 8:30 AM (Friday only); please make sure not to arrive before 8:15 to the school as it is a normal working day for school and it may hamper the regular flow of children
 - **Registration:** Volunteers will assist in the registration process. Parents and children will receive wristbands that are **mandatory for safety**.
 - **Parent Bands:** Include the child's name.
 - **Child Bands:** Include the parent's mobile number.
 - **Wristbands:** Must be worn at all times during the event and will be required for pick-up at dispersal.
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Exit Process

1. Accompanied Children:

- Parents must show a **valid ID card** submitted earlier on www.kathautsav.org to match their child's wristband.
- Parent and child wristbands will be matched and collected before the child is released.

2. Unaccompanied Children:

- Parents must inform organisers in advance and provide a **signed undertaking**.
 - Once unaccompanied children exit the venue, Katha organisers are not responsible for their safety.
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Meals & Snacks

1. Meals for Children:

- A subsidised meal plan is available for ₹350 (covering both days), which includes:
 - Breakfast
 - Lunch
- **Payment:** Payment for children must be made only on www.kathautsav.org.

2. Meals for Parents & Teachers:

- Parents can buy meals directly from the dining hall on Saturday, 30th November 2024. You will have to make online payment through UPI. There will be no pre-purchased coupons for parents.

3. Water:

- While water is available at the venue, we recommend sending a **water bottle** with your child.
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Gadgets & Electronics

- **Children:**
 - Use of mobile phones, laptops, or tablets is not allowed during the workshops.
 - Devices can only be used to contact parents at the end of the day.
 - **Important:** Katha organisers will not be responsible for device loss or damage.
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Photography & Videography

- Feel free to take photos of your child but avoid capturing or posting photos of other children without explicit permission from their parents.
 - During the **Valedictory Event** (Day 2), avoid crowding near the stage to ensure smooth proceedings.
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Parent/Teacher Sessions

- **Dates:** Day 2 (Saturday, November 30th)
 - **Timings:** 8:00 AM – 3:00 PM
 - Join these insightful sessions conducted by our experienced mentors, designed to help parents and teachers foster reading, writing, and storytelling skills in children.
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Katha Story Shop

- Don't miss the **Katha Story Shop** on both days!
 - Browse beautifully illustrated books that foster curiosity and critical thinking.
 - These thoughtfully written books make excellent additions to your child's reading collection.

Actionable for Parents

1. **Parking:** Limited parking is available. Please plan accordingly.



2. **Food and Safety:** Outside food is not allowed. Utilise the compulsory meal options provided on the website. Buy meal coupons for participating students and share accompanying guardian details over www.kathautsav.org. On Saturday 30th November, parents can avail food by making online payments (UPI only) in the dining hall.
3. **Parent IDs:** Ensure that the original valid photo ID (e.g., Aadhaar/PAN) has been uploaded to the dashboard and the same is carried out for student pick-up. In case there are more than one accompanying parent who wish to be in school premises for Saturday please make sure to upload all photo ID proof for everyone.
4. **Student Uniforms:** Student uniform is **not** mandatory. However, the student must wear KU bands at all times.
5. **Student Undertakings:** If your child is unaccompanied, submit a signed undertaking in advance over email to gowri.palachandran@katha.org with copy to anand.rana@katha.org
6. **Parent Participation:**

DAY 1: We strongly encourage parents to attend the **Inaugural Event (Day 1)**. Please note, parents will be in attendance **only** for the inauguration and will leave post that on Nov 29, 2024. They will come back at 4 pm and collect children after the school has closed for the day.

DAY 2: We have multiple workshops planned for parents and teachers on Saturday, November 30, 2024. We warmly invite parents to join us for these engaging sessions, where they can exchange ideas on reading, writing, and storytelling. Your participation will make these workshops truly enriching and meaningful. The workshops have **no additional costs** attached. We highly recommend that parents stay in the school till the Valedictory and award function from 2pm to 3 pm.

Security & Safety Protocols

1. **Wristbands:** Must be worn by both parents and children at all times.
2. **Exit Verification:** Ensure that wristbands and same photo IDs as submitted over the website is carried during pick-up.
3. **Accompanying Adults:** Only registered and verified in advance can pick up children.



Explore Gurugram

1. Places to Visit Nearby:

- DLF Galleria Phase IV
- Aravalli Biodiversity Park
- Cyber Hub

2. **Weather:** Pleasant, ranging from 15°C to 27°C. Bring light layers for cooler evenings.

3. **Dining Options:** Explore nearby cafes and restaurants such as Café Delhi Heights and Farzi Café at Cyber Hub.

Agenda

Workshop Agenda

Day 1 (Friday)

- **8:15 AM – 9:15 AM:** Registration
- **9:30 AM – 10:30 AM:** Inauguration
- **10:30 AM – 10:50 AM:** Morning Snack for children
- **11:00 AM – 4:00 PM:** Workshops
- **2:10 PM – 2:40 PM:** Lunch Break
- **4:00 PM:** Dispersal

Day 2 (Saturday)

- **7:40 AM – 8:00 AM:** Student Arrival
- **8:00 AM – 1:00 PM:** Workshops
- **1:00 PM – 2:00 PM:** Valedictory Event and Certificate Distribution



- **2:00 PM – 4:00 PM:** Dispersal
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We're excited to host you and your children at the Katha National Writers' Workshop 2024. Let's make it a memorable event filled with learning, creativity, and growth!

Warm Regards,

The Katha Utsav Team

For any questions, reach out at utsav@katha.org or +91 88007 99353.