



Bhavan's Public School, Doha- Qatar

BHPS/CIR.NO:06 /2026-27

Date: 18/04/2026

Dear Parent,

For your ward's school ID card, you are required to upload their photo using the **Bhavans School mobile app**. Please upload the photo within the given time period before the deadline. Kindly ensure that the photo is uploaded on or before 23/04/2026, following the specified guidelines and photo requirements.

Thank you for your cooperation.

Regards,

Principal

Sd/-

Guidelines for Taking and uploading Photo for School ID

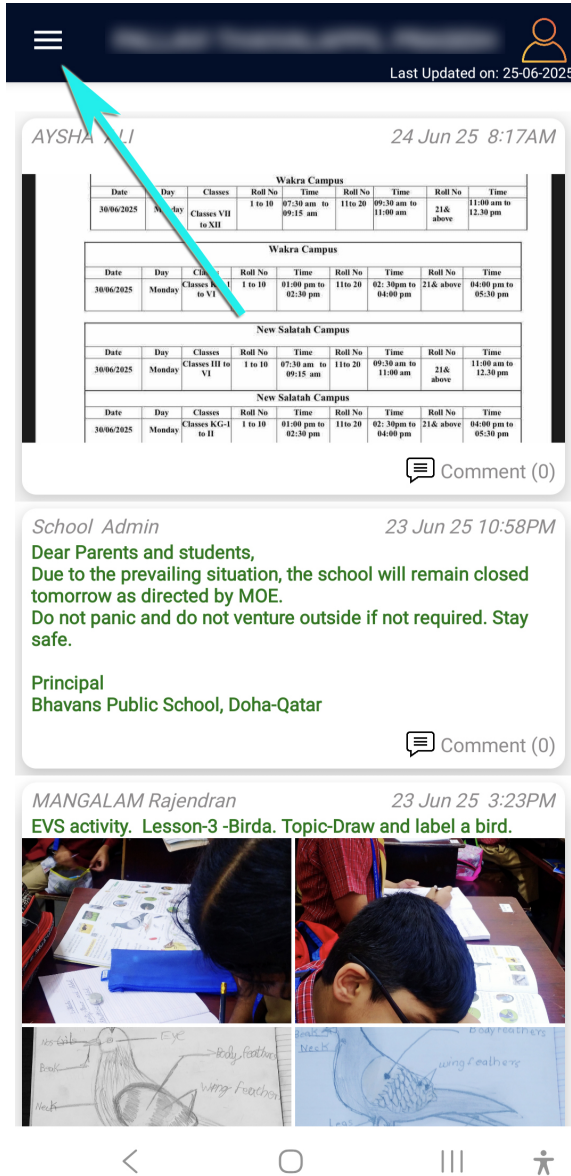
- The photo must be taken recently, reflecting the student's current appearance.
- The photo should be in full colour. It must be clear and sharp, with no visible pixels or blurriness.
- Face the camera directly with head centered. The student's entire face must be clearly visible. Hair or accessories should not obscure the face.
- Student must wear school uniform while taking photo.
- The photo must show from slightly above the top of the hair to the middle of the chest.
- A natural expression is required. Smiling is allowed, but avoid exaggerated expressions
- The student should be in clear focus, with no motion blur
- Use a solid colour background (preferably light or neutral). Avoid patterns, objects, or other people in the background
- Eyes must be open and looking at the camera. If wearing glasses, they should be non-tinted and not reflective.

- **Step 1: Open the Bhavans Doha App**

Launch the app on your mobile and log in using your **parent login credentials**.

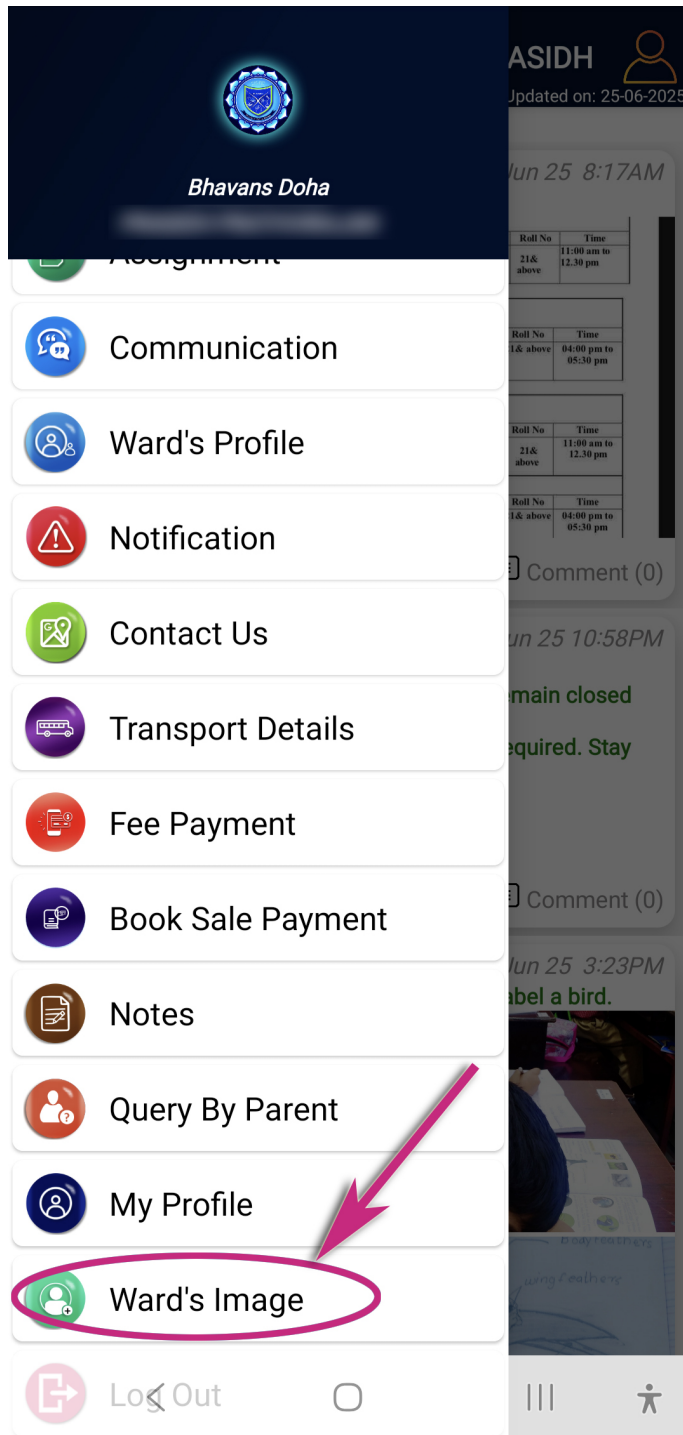
- **Step 2: Open the Menu**

Tap the three lines (menu icon) at the top-left corner of the screen.

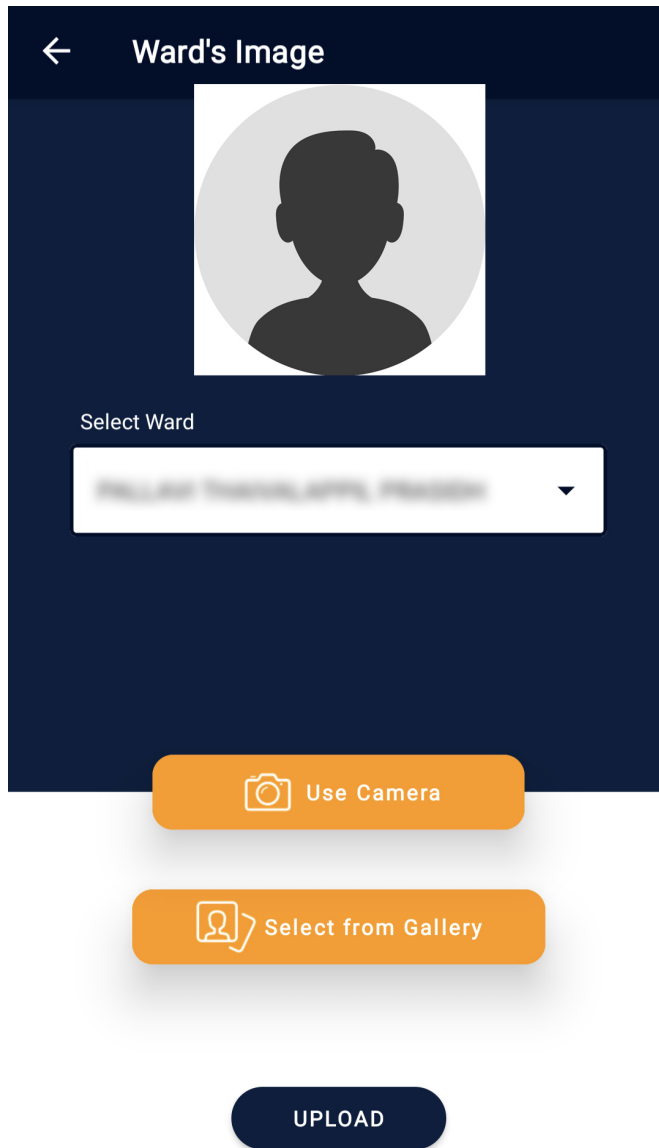


▪ **Step 3: Navigate to Ward Image**

Scroll down the menu and tap on "Ward Image".



- **Step 4: Select Your Ward**
Choose your child's name. (If you have more than one child, use the dropdown to select the correct name.)

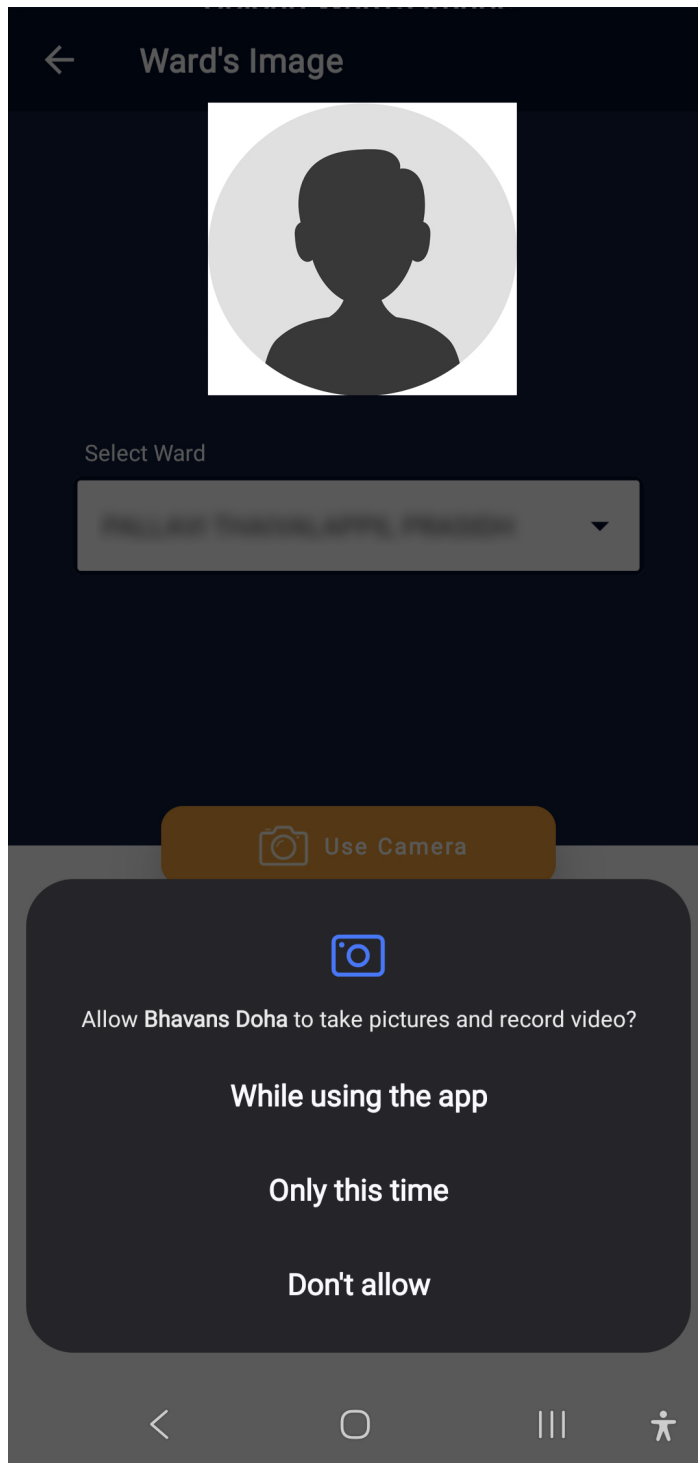


Note: Upload image in school uniform only.



- **Step 5: Choose or Take a Photo**
You can either:
Use your camera to take a photo or select an image from your gallery

- **Step 6: Grant Permissions if Asked**
If prompted, allow access to your camera or photo gallery.



- **Upload the Photo**
After selecting the image, just tap "Upload" to complete the process.