

FIRAYALAL PUBLIC SCHOOL, RANCHI

STUDENT'S DETAILS

(Please write clearly in block letters and return)
(For School's Record)



STUDENT'S NAME
CLASS SEC. HOUSE
ADMISSION NO. STOPPAGE
DATE OF BIRTH BLOOD GROUP
VISION: (L).....(R) TEETH:
ORAL HYGIENGE:SPECIFIC AILMENT, IF ANY
GENDER CATEGORY

OTHER DETAILS

FATHER'S NAME
OCCUPATION
MOTHER'S NAME
OCCUPATION
RESIDENTIAL ADDRESS
.....
.....
.....
PHONE No. (1)
(2)

BROTHER/SISTER STUDYING IN THIS SCHOOL :

1. CLASS SEC
2. CLASS SEC

Signature
Father/Mother/Guardian

Signature
Class Teacher

NOTE : This diary is to be brought to the school daily.

OBJECT

Real object of education is to give children resources that will endure as long as life endures. Habits that time will ameliorate-not destroy, occupations that will render, sickness tolerable, solitude pleasant, age vulnerable, life more dignified and useful and death less terrible.

ADVICE FOR THE YOUNG ON TIME

Try to follow the following points and learn to spend your time usefully :

1. Every morning, see what and how much you want to accomplish for the day and then begin to execute your plans-not wasting much time between planning and action. At the close of the day, be impartial and through in reviewing your performance.
2. In the morning ask for the blessing of God for your time. Then you can be sure that your time will pass smoothly and profitably.
3. Begin everything with a plan, but plan well.
4. Cultivate the habit of regular but just the necessary sleep. Avoid laziness.
5. Avoid visiting others too often.
6. Avoid reading useless books.
7. When the mind is wearied, do not lose time by pursuing worthwhile study.
8. Do not indulge in day dreaming.
9. In short "Time" is a precious gift. Handle it economically and prudently. Many have squandered this precious gift, and then, when they come to lie on the bed of death, have blamed themselves.

राष्ट्रीय गीत

जन-गण-मन अधिनायक जय हे ।
भारत भाग्य विधाता ॥
पंजाब, सिन्ध, गुजरात, मराठा ।
द्राविड़, उत्कल, बंगा ॥
विंध्य, हिमाचल यमुना गंगा ।
उच्छल जलधि तरंगा ॥
तब शुभ नामे जागे,
तब शुभ आशिष मांगे ।
गाहे तब जय गाथा ॥
जन गण मंगल दायक जय हे ।
भारत भाग्य विधाता ॥
जय हे ! जय हे ! जय हे !
जय, जय, जय, जय हे ॥

वन्दे मातरम्

वन्दे मातरम्
सुजलाम् सुफलाम् मलयज शीतलाम्,
शस्य श्यामलाम् मातरम् ॥ वन्दे मातरम् ॥
शुभ्र ज्योत्सना पुलकित यामिनीम्
फुल्ल कुसुमित द्रुमदल शोभनीम् ॥
सुहासिनीम् सुमधुर भाषिणीम् ।
सुखदाम् वरदाम् मातरम् ॥ वन्दे मातरम् ॥

खुद जियो औरों को भी जीने दो

खुद जियो औरों को भी जीने दो
यही तो है जिन्दगी का रास्ता
यही अमन और शान्ति का रास्ता
चमन में फूल खिलते भाँति-2 के
मगर सभी का होता एक ही चमन
हों रहने वाले हम किसी भी प्रान्त के
मगर है एक धरती एक ही गगन
अल्लाह कहो ईश्वर कहो या वाहे गुरु
जहाँ है जाना वो निशाँ तो एक है
है लड़ना है तो मिलके लड़ो भूख से

गीत

इतनी शक्ति हमें देना दाता
मन का विश्वास कमजोर हो ना
हम चलें नेक रस्ते पे हमसे
भूलकर भी कोई भूल हो ना
इतनी शक्ति हमें देना दाता
मन का विश्वास कमजोर हो ना
दूर अज्ञान के हों अँधेरे
तू हमें ज्ञान की रोशनी दे
हर बुराई से बचते रहें हम
जितनी भी दे भली जिन्दगी दे
वैर हो ना किसी का किसी से
भावना मन में बदले की हो ना।
हम न सोचें हमें क्या मिला है
हम ये सोचें किया क्या है अर्पण?
फूल खुशियों के बाँटे सभी को,

सबका जीवन भी बन जाए मधुवन।
अपनी करुणा का जल तुम बहाकर।
कर दो पावन हर एक मन का कोना।

सरस्वती वंदना

जयति जय-जय माँ सरस्वती
जयति वीणा वादिनी ।

जयति पद्मासना माता
जयति शुभ वरदायिनी,

जगत का कल्याण कर माँ
तू है विघ्न - विनाशनी ।

कमल आसन छोड़ दे माँ,
देख मेरी दुर्दशा ।

शान्ति की सरिता बहा दे
तू है विश्व विकासिनी ।

वन्दना

श्वेत पद्मासना देवि
श्वेत पुष्प शोभिता
श्वेताम्बर धरा शुभ्र
श्वेत गन्धानु लेपना
ओऽम नमो सरसस्त्वयं नमो नमो
श्वेताक्ष शुद्र हस्ताक्ष
श्वेत चन्दन चर्चिता
श्वेत वीणा धरानित्य
श्वेतलंकार भूषित । ओऽम

वन्दिता सिद्ध गन्धे
वैरावित सुर दानवे
पूजितः मुनिभि सर्वे
ऋषिभिः स्तुयते सदा
स्तोत्रे नामेम् त्वयम् देवि
जगधात्री सरस्वती
स्मरन्ति त्रिसन्धायम् सर्वम् विद्याम् लभन्तति
ओऽम नमो ।

तिरंगा गीत

विजयी विश्व तिरंगा प्यारा
झंडा ऊँचा रहे हमारा
सदा शक्ति बरसाने वाला
प्रेम सुधा सरसाने वाला
वीरों को हरषाने वाला
मातृभूमि का तनमन प्यारा
झंडा
आओ प्यारे वीरों आओ
देश भक्ति पर बलि-बलि जाओ
एक साथ सब मिलकर गाओ
प्यारा भारत देश हमारा
झंडा
शान न इसकी जाने पाये
चाहे जान भले ही जाये
भक्त विजय करके दिखलायें
प्यारा भारत देश हमारा

Manday

यदा यदा हि धर्मस्य ग्लानिर्भवति भारत ।
अन्युत्थानं डधर्मस्य तदात्मानं सृजाम्हम् ॥

परित्राणाय साधुनाम् विनाशायच दुष्कृताम् ।
धर्मसंस्थापनार्थय संभवानि युगे युगे॥

Tuesday

या कुन्देदु तुषार हार धवला या शुभ्र वस्त्रावृत्ता ।
या वीणावर दण्डमण्डिता करा या श्वेत पद्मासना ।
या ब्रह्माच्युत शंकर प्रभृति भिर्देवेः सदावान्दिता
सा मां पातु सरस्वती भगवती निःशेष जाड्यापहा।

Wednesday

भुमेः गरीयसी माताः स्वर्गात् उच्चतरः पिता।
जननी जन्मभूमिश्च स्वर्गादपि गरीयसी।।
विद्या ददाति विनयम् विनयाद्द्याति पात्रमाम्।
पात्रत्वाद धनम् आप्नोति धनाद्धर्मे नतः सुखम्।

Thursday

ॐ भूर्भुवः स्वः तत्सवितुर्वरेण्यम्
भर्गो देवस्य धीमहि
धियो यो नः प्रचोदयात्।

Friday

गजाननं भूतगणदिशेवितम् कपीथः जम्बु
फलचारु भक्षणम् उमासुतम् शोकविनाशकारम्
नमामि विध्नेश्वर पाठपंकजम्।।

Monday - Prayer

I have come to thee

I have come to thee, to take thy touch before I begin my day.

Let thy eyes rest upon my eyes for a while. I have come...

Let me take to my work the assurance of thy comradeship my friend I have come....

Fill my mind with the music to last through the desert of moire I have come.....

Let the love's sunshine kiss the peaks of my thoughts And linger to my life's valley where the harvest ripens I have come to thee....

Tuesday

Vandana

दया कर दान विद्याका

हमे परमात्मा देना

दया करना हमारी आत्मा में

शुद्धता देना।

(1)

हमारे ध्यानमें आआ प्रभु

आखोमें बस जाओ

अंधेरे दीलमें आकर के

परम ज्योती जलादेना।

(2)

बहादो प्रेम का गंगा

दिलों में प्रेम का सागर

हमे आपसमें मिलजुल कर

प्रभु रहना सिखा देना।

Wednesday

Your home is in my heart

Your Home is (in my heart) - 2
My heart is (like the ocean) - 2
I will rock you (while your are sleeping) - 2
On a wave of (sweet devotion) - 2

Your home is (in my heart) - 2
And my heart is (very strong) - 2
When your's (feeling lonely) - 2
It will (carry you alon) -2

Your home is (in my heart) - 2
And my heart is (every where) -2
Wherever (you may wonder) - 2
Know that (I am there) - 2

Thursday

या मोहम्मद जिसस क्राईस्ट
गौतम बुद्ध गुरु नानकर्जा

हम आपके बच्चे हैं
अपनी शरण में रखना
हमे आपके कदमों परइ
इक सच्ची राहमें चलना

इक शम्मा जला करके
मेरे दीलमें उजाला करना
जीवन के इस चमन को
हरदम महकाते रहना।

PRAYER

BEFORE TIFFIN

THANK YOU GOD FOR THE WORLD SO SWEET.
THANK YOU GOD FOR THE FOOD WE EAT.
THANK YOU GOD FOR THE BIRDS THAT SING.
THANK YOU GOD FOR EVERYTHING.

BEFORE LEAVING SCHOOL

O God, give me clean hands, clean words and clean thought. Help me to stand for the hard right against the easy wrong. Save me from habits that harm; Teach me to work as hard, and to play as fair, in Thy sight alone as if all the world saw. Forgive me when I am unkind and help me to for give those who are unkind to me. Keep me ready to help others at some cost to myself and give me chance to do some good everyday.

PLEDGE

India is my country.
All Indians are my brothers and sisters.
I love my country
And I am proud of her rich and varied heritage.
I shall always try to be worthy of it.
I shall give my parents teachers and all elders respect.
I shall treat every one with courtesy.
To my country and my people I pledge devotion.
In their well-being and prosperity alone lies my happiness.

PRAYER FOR PEACE

1. Make me a channel of your peace,
Where there is hatred, let me bring Your love.
Where there is injury, Your pardon Lord,
And where there is doubt, true faith in You.

Oh Master, grant that I may never seek.
So much to be consoled, as to console.
To be understood, as to understand.
To be loved, as to love with all my soul.
2. Make me a channel of Your peace,
Where there is despair in life, let me bring hope.
Where there is darkness, only light,
And where there is sadness, ever joy.
3. Make me a channel of Your peace,
It is in pardoning, that we are pardoned,
In giving to all men, that we receive,
And in dying, that were born to eternal life.

ASSEMBLY PRAYER

O my God, the origin of knowledge-bless my studies,
enlighten my mind, strengthen my memory and direct my will
towards what is right. Grant me the grace to seek the truth always
and make me truly wise. Give me the gift of knowledge and the
grace to use it wisely

ALWAYS

- Always I will sing of the glory of the Lord.
Always I will sing of the glory of the Lord, always
1. Praise Him, Praise Him, great are His mighty deeds.
Love Him, love Him, He is ever merciful.
Praise Him, Praise Him, great are His mighty deeds,
Sing of the glory of the Lord, always.
 2. Thank Him, thank Him, wonders He has done,
Love Him, love Him, for He is the God of Love.

THE BIRTHDAY SONG

Happy birthday to you, Happy birthday to you
Happy birthday, dear friend.....
Happy birthday to you,
From old friends and new,
From good friends and true,
May good luck, go with you,
And happiness too.
Happy birthday to you, Happy birthday to you,
Happy birthday, dear friend,
Happy birthday to you.

BE CAREFUL

- (i) Be careful little eyes what you see,
Be careful little eyes what you see,
For the Lord up above looks down on you with love
So be careful little eyes what you see,
- (ii) Be careful little ears what you hear,
For the Lord up above.
Looks down on you with love,
So be careful little ears what you hear.
- (iii) Be careful little mouth what you speak]
For the Lord up above.
Looks down on you with love,
So be careful little mouth
What you speak.
- (iv) Be careful little hands, what you do.
Be careful little hands what you do.
For the Lord up above,
Looks down on you with love,
So be careful little hands, what you do.

GURU KA MAHATVA

Salutations to that noble teacher who is Brahma, Vishnu and Lord Parmeshwara, and who is verily the Supreme Brahaman.

(The Guru is like Lord Brahma, because he creates the character in children. He is like Lord Vishnu because he protects the good qualities in his students. He is like Lord Maheshwara because he destroys the evil moods and bad qualities in them.

PRAYER OF STUDENT

Give me an attentive mind, Lord, keen and alert
So that I can concentrate and grasp my lessons
Give me an eager mind to learn something new everyday
And may my aim always
be to pierce the veil of
the visible world to reach you,
O invisible, Eternal, Unchangeable Truth.
O God, give me clean hands, clean words and clean thought.
Help me to stand for the hard right against the easy wrong. Save me from habits that harm ; teach me to work as hard, and to play as fair, in Thy sight alone as if all the world saw. Forgive me when I am unkind and help me to forgive those who are unkind to me. Keep me ready to help others at some cost to myself and give me chances to do some good every day.

FEE AND PAYMENT SCHEDULE

1. The School Fee and Bus Fee (if availing bus) are to be paid monthly from 1st to 15th (working days only) of every month between 8.30 a.m. to 1.00 p.m. at the school Fee Counter.
2. Late payments can be made from 1st to 15th of next month with a late fine of Rs. 40/- p.m. for every unpaid month.
3. If the arrears remain unpaid consequitively for two months, the school would have no other option but to take an unpleasant decision of debarring the student from using the school services. Readmission in such cases may only be considered (subject to availability of seat) on payment of all outstanding dues and re-admission charges, fine etc. An amount of Rs. 500/- has to be paid as re-admission charges.

4. The school fees has to be cleared in full till the current month before the student appears for the "PRE MID TERM", "MID TERM" & "POST MID TERM" Examinations failing which the student shall not be allowed to appear in the afore mentioned exams.
5. The Fee for the month of March is to be paid alongwith the fee of February respectively.
6. Charge for group photograph, educational trip & school magazine has to be paid with the fee of April.
7. For the old students, the Annual Charges are payable alongwith the Fees of April i.e. between 1st and 15th of April every year.
8. No reduction in fee will be made on account of absence, holidays and broken periods.
9. The amount of the school fee and other charges are subject to revision from time to time.
10. Parents are required to make the payments within the stipulated period to avoid late payment fine and also to help us run the institution smoothly.
11. Parents would be given an original copy of "BILL CUM PAYMENT RECEIPT VOUCHER" in lieu of payment made by them.
12. Parents are requested to keep the said receipts as a proof of payment made, if required and time later.
13. Part payments are not accepted.
14. Full year's fee can be paid in advance if it is convenient to the parents.

- (i) Please give correct particulars such as name of the student, class, section, Admission No. while depositing fees.
- (ii) Please check your 'BILL CUM PAYMENT RECEIPT VOUCHER' at the time of payment so as to avoid any complaint later.
- (iii) No reminders for payment of fees/dues would be sent.

WITHDRAWAL

1. Parents or guardians who wish to withdraw their ward from the school must give to the Principal one month's notice in writing of their intention or pay one month's school fee and transport fee (if the Bus facility is being availed) in lieu of such notice.
2. Application for T.C. must be in writing and signed by the parent or guardian. The T.C. would be issued after one week after all sums due to the school are paid.
3. The students who make little progress owing to persistent idleness or proved incapacity may be required to leave.

TIMINGS

- | | |
|---|--|
| Academic Year | : April to March of subsequent year. |
| School Timing | : Class Nursery to Prep. 8.00 am. to 12.35 p.m. Class I onwards- 8.00a.m. to 2.00p.m. |
| Principal's Timing
(On school working days only) | : The Principal is always glad to see parents who want to discuss the progress of their child but would ask them to make an appointment in order to ensure adequate time for their visit 11.00 a.m. to 1.00 p.m. (by prior appointment). |
| Vacations | : Summer, Dussehra and Winter (Dates notified in the school Diary of the ensuing academic year). |
| Holidays | : All Saturday and Sundays, local and other religious festival and National holidays (Dates notified in School Diary of the ensuing academic year). |
| Unforeseen Holidays | : Would be intimated through the child's school Diary or a copy of the circular through the child. |
| Timing for meeting the teachers | : 9.15 a.m. to 11.30 a.m. (only on working Saturdays). |

PUNCTUALITY / ABSENCE & LEAVE

1. Punctuality will be strictly enforced and school gate will be closed before the assembly.
2. Late comers will be allowed to attend class only on obtaining permission from the Principal.
3. Pupil absent even for a day must get it written in the 'RECORD OF ABSENCE' in the school Diary by their Parents stating the reasons for absence before they are allowed to attend the class.
4. One day absence on important days/functions (viz. Independence Day, Annual Day, Annual Exhibition, House Day and Annual Sports etc.), will be considered as a leave of five days.

PARENT-TEACHER MEETING

To enable parents to have a better understanding of the child's performance and behaviour both in the class-room and outside, and to enlist their co-operation in the best interest of the child, Parent-Teacher meetings are held once every term (dates notified in the School Diary), All parents should make it a point to visit the school on these days to meet the respective class/subject teacher and discuss personally the progress of their child.

EXAMINATION - 2017-18

1. The examination from academic year 2017-18 and onwards would be conducted as per the remodelled assessment structure as follows :
 - Annual Examination - 80 marks
 - Internal Assessment - 20 marks
2. Students have to secure 40% marks in both annual examination as well as Internal assessment.
3. Distribution of 20 marks (internal Assessment) shall be as follows :
 - (i) Periodic test (10 marks)
 - (ii) Notebook submission (5 marks)
 - (iii) Subject enrichment Activity (5 marks)
4. There shall be 3 periodic written tests in the entire academic year.
5. The three tests shall be held as pre-mid term, mid term and

post mid term with portion of syllabus cumulatively being covered.

6. Notebook submission (5 marks) as a part of internal assessment is aimed at enhancing seriousness of the students towards preparing notes for the topics being taught in the classroom.
7. Subject Enrichment Activities (5 marks) shall be recorded internally by the respective subject teachers. These shall be subject specific application activities aimed at enrichment of the understand and skill development of the students.
8. Annual examination (80 marks) shall be conducted with 100% syllabus at the end of the academic session.

TRANSPORT

The school would entertain applications from the parents desirous of transport facility, to be arranged on their behalf by the school . The school would arrange a bus on monthly hire basis from the market on behalf of such applicants. The school would only act as a co-ordinator between the "user parents' children" and the transporter by way of collecting the Bus fee from the parents and payment to the transporter.

BUS RULES

1. The students would be picked-up from and dropped at the stops fixed by the school. Any request for changes in bus-stops and bus routes to suit an individual's convenience may not be possible. The route wise bus stops alongwith probable arrival timings respectively have been notified on the Notice board at the school office. Parents who are desirous of availing the transport facility for their child are requested to check the route and the bus stop convenient to them and mention it in the prescribed form available at the school fee counter.
2. One way transport facility would not be given. In any case, the bus fee will be charged for both ways.
3. Discontinuation of the transport usage is to be intimated in writing at least a month before or payment of one month's transport fee in lieu of such intimation / notice is to be made.
4. The transport fee must be regularly paid every month alongwith the school fee on all school working days between 1st to 15th of the ensuing month. If the fee remains unpaid for

the 2nd consecutive month, the school would have no other option but to debar the student from using the transport and offer the vacancy created to the next wait listed desiring student.

5. The transport fee is to be paid for 11 months.
6. The parents may have to arrange on their own for bringing their child to and collecting him/her from the school owing to any disturbance in the town. No remission of fee on this account would be possible.
7. Cooperation is solicited from the parents, if at any time, inconvenience is caused to them due to delay of the transport on either way owing to the breakdown of the transport or for any reason beyond the control of the transporter. In such a rare and unforeseen event the parents would have to arrange on their own, transportation of their wards to and from the school.
8. All students using the School Bus are expected to be on the right side of their bus stops at least five minutes prior to the arrival time of the bus.
9. The buses will not wait for the late comers.
10. The children should stay away from the main road until the bus arrives.
11. No students should come near the entry door of the bus until it has made a complete stop.

BUS PASS FOR SESSION

Name	Stamp Size Photograph
Admission No. Class	
Bus No.	
Bus Stop	
Sign. of Tpt. Incharge	

Note : Students shall not be allowed to board the bus without Bus pass.

EMERGENCY / ACCIDENTS

Although the school takes all normal precautions, it does not take any responsibility for accidents or VIS major. First aid is

available in the school and if wanted the child would be rushed to the nearby Hospital and the parents will be informed at the earliest.

UNIFORMS

All children in the school are compulsorily required to wear uniform daily with a view to ensuring uniformity and equality among the children and also to infuse a sense of belonging to the institution. The school uniform, prescribed for both boys and girls are as follows :-

SUMMER
APRIL TO OCTOBER

To be worn on Monday, Tuesday, Thursday & Friday

<p>Boys <u>Nursery to V</u> Deep Khaki shorts as per pattern (Not more than 2" above knees) <u>VI onwards</u> Trousers Fawn half sleeved Shirt with school Emblem on right sleeve.</p>	<p>Girls Deep Khaki skirt as per pattern (Not more that 1" above knees) Fawn half sleeved blouse with school Emblem on right sleeve. (Brown colour cycling Shorts worn under the skirt) <u>VI onwards</u> Fawn quarter sleeved kurta with khaki salwar and dupatta.</p>
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Bow upto V, Tie VI onwards, belt, badge, identity card, brown socks with fawn stripes, brown leather shoes with straps/laces and white handkerchief for both boys and girls.

P. T.

To be worn on Wednesday

<p>Boys <u>Nursery & Prep</u> White shorts & Yellow T-Shirt <u>Class- I onwards</u> House T-Shirt & White shorts/trousers</p>	<p>Girls <u>Nursery & Prep</u> White skirt as per pattern & Yellow T-Shirt <u>Class- I onwards</u> House T-Shirt & white skirt</p>
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White socks, white canvas shoes, white handkerchief and identity card for both boys and girls.

WINTER
NOVEMBER TO MARCH

Nursery to V

Brown pullover/cardigan with brown strips in neck, sleeves and waist on top of summer uniform.

P.T. : Track Suit as per design & house colour.

Class- VI onwards

Brown colour Blazer on top of summer uniform.

HOUSE SYSTEM

To promote team spirit, group loyalty, a sense of oneness among the students, the school introduces house system. There are 4 houses.

1. Anand.
2. Gyan.
3. Maitri.
4. Shanti.

Each house is headed by one Boy and Girl known as House captains. Teachers act as the House warden. Points are awarded to students throughout the year for activities, Games, Sports, Dramatics, Debates, Quiz, Art, Music etc.

At the end of the year, two houses gaining the highest number of points are awarded trophies. Every outstanding student is given certificate.

House board display as per topic on 1st Wednesday of every month.

ACADEMIC PRIZE

Certificate of Merit will be given to students securing the highest grades in a particular subject.

Prize will be awarded to students securing highest grades in class.

SCHOOL LIBRARY

The school library is open to all the bonafide students of the school and they have to observe all the rules pertaining to the library and make best use of the library period allotted to them.

RULES OF LIBRARY

- ⇒ Only students of **Std. VI to XII** will be given library cards and books will be issued once a week to them for reading at home. Only one book will be issued at a time.
- ⇒ Books issued must be returned within 7 days from the date of issuance and any delay there of will attract a penalty of 5 Rs. per day. Books will not be issued for use during vacations.
- ⇒ Books must be used carefully. No markings should be made on them while reading .Any imperfection found in them or damage done to them must be reported to the school librarian before the issuance of book.
- ⇒ Book issued must be returned in good condition else the concerned student will have to pay for the current cost of book.
- ⇒ Reference books, magazine will not be issued to the students for use outside the library.
- ⇒ No personal books, bags, satchets, and eatables are allowed in the library. Only note books, School Almanac and a pen/pencil may be taken in.
- ⇒ No book will be issued in the month of February and March.

RECOMMENDATION TO PARENTS

1. Parents / Guardians are requested to look into the school Diary of their wards daily and countersign it as a confirmation that it has been by you for necessary action at your end. Use it as a mode of communication between yourself and the school. Please ensure that the child brings his / her Diary to the school every day. Similarly, sign the test papers / copies, Report card. etc. as and when sent home and ensure that the child brings it back to the school on next school day.
2. Criticism of a teacher of the school should be strictly avoided as it causes the child to lose respect for the teacher and consequent failure to learn from him/her. If you have any legitimate complaint please see the Principal.
3. As the medium of instruction in the school is English, children should be helped to follow their classes easily by a certain amount of English conversation at home.
4. No pupil should be sent to school if suffering from contagious or infectious disease.
5. Parents are requested to intimate promptly to the school office of any change of Address or Telephone No., if any, to enable the school office to contact them quickly in case of emergency.
6. Lunch boxes, bags, ties, belts, stationary, books etc. must have child's name and admission no. clearly marked. The school will not be responsible for property lost.
7. Students have to use the approved uniforms and exercise books to maintain uniformity amongst all children.
8. Please check the Holiday list in the school diary before sending the child to school.
9. A neat and clean dress gives a distinct dimension to the personality of a student. Parents please ensure that your child is neatly dressed in the specified uniform.

10. School bus users must strictly observe the rules of the school transport.
11. School Identity card must be with the students on all school days.
12. Parents are requested to teach and train their wards not to leave the school with any unauthorised person and to be present in time to collect their ward after the school closes.
13. Parents have to pay the charges of costumes if their child/ward is selected for any cultural activity. Parents can't compel their child/ward to withdraw their names for any reason.
14. Late comers won't be entertained and will be sent back. School management won't be responsible for any mishappening after wards.
15. If your child/ward is found involved in any unfair or indecent activities, inside or outside the campus, it will be viewed seriously and no excuses will be entertained in this regard.
16. It is compulsory to attend parent's teacher meeting on the scheduled date to know about the academic progress of the child, failing which your child/ward won't be allowed to attend classes.
17. Bringing Mobile Phone or bike in the school premises is strictly prohibited. If it is found, strict disciplinary action will be taken against your ward/child. They may be issued T.C. for that.
18. Students can't be allowed to leave the school before the scheduled timing or between the class timings.
19. Parent can be called in school for time to time discussion of the child's progress. They must come and meet the concerned teachers or Principal on the given date and time.

Principal's Signature

PERSONALITY DEVELOPMENT

Class	Topics	No. of Periods
VI	Prioritising Skills	4
	Thinking Skills	5
	Good Attitude/Manner/Etiquette	3
	Communication Skills	8
	Yes, I Can	4
	Listening Skills	3
	Team Skills	3
	Reading Books	4
	Writing Skills	4
	Total No. of Periods	38
VII	Prioritising Skills	4
	Communication Skills	4
	Time Management	3
	Presentation Skills	4
	Team Skills	4
	Accountability	4
	Relationship Management	5
	Reading Skills	5
	Writing Skills	5
	Total No. of Periods	38
VIII	Communication Skills	4
	Decision Making	4
	Time Management	4
	Presentation Skills	5
	Accountability	4
	Dependability	4
	Interpersonal Skills	4
	Stress Management	5
	Motivational Skills	4
	Total No. of Periods	38

ACADEMIC SESSION 2017-18

APRIL		MAY	
1 SAT*	HOLIDAY	1 MON	
2 SUN*	HOLIDAY	2 TUE	
3 MON		3 WED	
4 TUE		4 THU	
5 WED*	RAM NAVAMI	5 FRI	
6 THU		6 SAT*	HOLIDAY
7 FRI		7 SUN*	HOLIDAY
8 SAT*	HOLIDAY	8 MON	
9 SUN*	HOLIDAY	9 TUE	
10 MON		10 WED	
11 TUE		11 THU	
12 WED		12 FRI	
13 THU		13 SAT*	HOLIDAY
14 FRI*	GOOD FRIDAY	14 SUN*	HOLIDAY
15 SAT*	HOLIDAY	15 MON*	SUMMER VACTATIONS
16 SUN*	HOLIDAY	16 TUE*	HOLIDAY
17 MON		17 WED*	HOLIDAY
18 TUE		18 THU*	HOLIDAY
19 WED		19 FRI*	HOLIDAY
20 THU		20 SAT*	HOLIDAY
21 FRI		21SUN*	HOLIDAY
22 SAT*	ACADEMIC PRIZE DIST.	22 MON*	HOLIDAY
23 SUN*	HOLIDAY	23 TUE*	HOLIDAY
24 MON		24 WED*	HOLIDAY
25 TUE		25 THU*	HOLIDAY
26 WED		26 FRI*	HOLIDAY
27 THU		27 SAT*	HOLIDAY
28 FRI		28 SUN*	HOLIDAY
29 SAT*	HOLIDAY	29 MON*	HOLIDAY
30 SUN*	HOLIDAY	30 TUE*	HOLIDAY
		31 WED*	HOLIDAY
No. OF WORKING DAYS : 18		No. OF WORKING DAYS : 10	

ACADEMIC SESSION 2017-18

JUNE		JULY	
1 THU*	HOLIDAY	1 SAT*	HOLIDAY
2 FRI*	HOLIDAY	2 SUN*	HOLIDAY
3 SAT*	HOLIDAY	3 MON	
4 SUN*	HOLIDAY	4 TUE	
5 MON*	HOLIDAY	5 WED	
6 TUE*	HOLIDAY	6 THU	
7 WED*	HOLIDAY	7 FRI	Pre Mid Term
8 THU*	HOLIDAY	8 SAT*	
9 FRI*	HOLIDAY	9 SUN*	HOLIDAY
10 SAT*	HOLIDAY	10 MON	
11 SUN*	HOLIDAY	11 TUE	
12 MON*	HOLIDAY	12 WED	
13 TUE*	HOLIDAY	13 THU	
14 WED*	HOLIDAY	14 FRI	
15 THU	SCHOOL REOPENS	15 SAT*	
16 FRI		16 SUN*	HOLIDAY
17 SAT*	HOLIDAY	17 MON	
18 SUN*	HOLIDAY	18 TUE	
19 MON		19 WED	
20 TUE		20 THU	
21 WED		21 FRI	
22 THU		22 SAT*	HOLIDAY
23 FRI		23 SUN*	HOLIDAY
24 SAT*	HOLIDAY	24 MON	
25 SUN*	RATH YATRA	25 TUE	
26 MON*	ID	26 WED	
27 TUE		27 THU	
28 WED		28 FRI	
29 THU		29 SAT*	HOLIDAY
30 FRI		30 SUN*	HOLIDAY
		31 MON	
No. OF WORKING DAYS : 11		No. OF WORKING DAYS : 23	

ACADEMIC SESSION 2017-18

AUGUST		SEPTEMBER	
1 TUE		1 FRI	
2 WED	HOUSE DAY JR. & SR.	2 SAT*	BAKRID
3 THU		3 SUN*	HOLIDAY
4 FRI		4 MON	
5 SAT*	Prer Mid Term Result	5 TUE	TEACHER'S DAY
6 SUN*	Holiday	6 WED	
7 MON*	RAKSHA BANDHAN	7 THU	
8 TUE		8 FRI	Mid Term
9 WED		9 SAT*	
10 THU		10 SUN*	HOLIDAY
11 FRI		11 MON	
12 SAT*	Holiday	12 TUE	
13 SUN*	Holiday	13 WED	
14 MON*	JANAMASHTMI	14 THU	
15 TUE*	INDEPENDENCE DAY	15 FRI	
16 WED		16 SAT*	
17 THU		17 SUN*	VISHWAKARMA PUJA
18 FRI		18 MON	
19 SAT*	Holiday	19 TUE	
20 SUN*	Holiday	20 WED	
21 MON		21 THU	
22 TUE		22 FRI	
23 WED		23 SAT*	HOLIDAY
24 THU		24 SUN*	HOLIDAY
25 FRI		25 MON	
26 SAT*	Holiday	26 TUE*	PUJA VACATIONS
27 SUN*	Holiday	27 WED*	HOLIDAY
28 MON		28 THU*	HOLIDAY
29 TUE		29 FRI*	HOLIDAY
30 WED		30 SAT*	DUSSEHRA
31 THU			
No. OF WORKING DAYS : 21		No. OF WORKING DAYS : 19	

ACADEMIC SESSION 2017-18

OCTOBER		NOVEMBER	
1 SUN*	MUHARM	1 WED	
2 MON*	GANDHI JAYANT	2 THU	
13 TUE		3 FRI	
4 WED		4 SAT*	GURUNANAK JAYANTI
5 THU		5 SUN*	HOLIDAY
6 FRI		6 MON	
7 SAT*	Mid Term Result	7 TUE	
8 SUN*	HOLIDAY	8 WED	ANNUAL SPORTS
9 MON		9 THU	
10 TUE		10 FRI	
11 WED		11 SAT*	HOLIDAY
12 THU		12 SUN*	HOLIDAY
13 FRI		13 MON	
14 SAT*	HOLIDAY	14 TUE	CHILDREN'S DAY
15 SUN*	HOLIDAY	15 WED	
16 MON		16 THU	
17 TUE		17 FRI	
18 WED		18 SAT*	HOLIDAY
19 THU*	DEEPAWALI	19 SUN*	HOLIDAY
20 FRI*	HOLIDAY	20 MON	
21 SAT*	HOLIDAY	21 TUE	
22 SUN*	HOLIDAY	22 WED	
23 MON		23 THU	
24 TUE		24 FRI	
25 WED		25 SAT*	HOLIDAY
26 THU*	CHHAT	26 SUN*	HOLIDAY
27 FRI*	HOLIDAY	27 MON	
28 SAT*	HOLIDAY	28 TUE	
29 SUN*	HOLIDAY	29 WED	
30 MON		30 THU	
31 TUE			
No. OF WORKING DAYS : 18		No. OF WORKING DAYS : 22	

ACADEMIC SESSION 2017-18

DECEMBER		JANUARY	
1 FRI		1 MON*	HOLIDAY
2 SAT*	HOLIDAY	2 TUE*	HOLIDAY
3 SUN*	HOLIDAY	3 WED*	HOLIDAY
4 MON		4 THU*	HOLIDAY
5 TUE		5 FRI*	HOLIDAY
6 WED		6 SAT*	HOLIDAY
7 THU		7 SUN*	HOLIDAY
8 FRI		8 MON	
9 SAT*	HOLIDAY	9 TUE	
10 SUN*	HOLIDAY	10 WED	
11 MON		11 THU	
12 TUE		12 FRI	
13 WED		13 SAT*	HOLIDAY
14 THU		14 SUN*	MAKAR SANKRANTI
15 FRI	Post Mid Term	15 MON	GROUP PHOTO
16 SAT*	HOLIDAY	16 TUE	GROUP PHOTO
17 SUN*	HOLIDAY	17 WED	
18 MON		18 THU	
19 TUE		19 FRI	
20 WED		20 SAT*	Post Mid Term Result
21 THU		21 SUN*	HOLIDAY
22 FRI		22 MON	
23 SAT*	HOLIDAY	23 TUE	
24 SUN*	HOLIDAY	24 WED	
25 MON*	CHRISTMAS	25 THU	
26 TUE		26 FRI *	REPUBLIC DAY
27 WED		27 SAT*	HOLIDAY
28 THU		28 SUN*	HOLIDAY
29 FRI		29 MON	
30 SAT*	HOLIDAY	30 TUE	
31 SUN*	HOLIDAY	31 WED	
No. OF WORKING DAYS : 23		No. OF WORKING DAYS : 18	

ACADEMIC SESSION 2017-18

FEBRUARY		MARCH	
1 THU		1 THU	
2 FRI		2 FRI	
3 SAT*	HOLIDAY	3 SAT*	HOLIDAY
4 SUN*	HOLIDAY	4 SUN*	HOLIDAY
5 MON		5 MON	Annual Exam
6 TUE		6 TUE	
7 WED		7 WED	
8 THU		8 THU	
9 FRI		9 FRI	
10 SAT*	HOLIDAY	10 SAT*	HOLIDAY
11 SUN*	HOLIDAY	11 SUN*	HOLIDAY
12 MON		12 MON	
13 TUE		13 TUE	
14 WED		14 WED	
15 THU		15 THU	
16 FRI		16 FRI	
17 SAT*	HOLIDAY	17 SAT*	HOLIDAY
18 SUN*	HOLIDAY	18 SUN*	HOLIDAY
19 MON		19 MON	
20 TUE		20 TUE	
21 WED		21 WED	
22 THU		22 THU	
23 FRI		23 FRI	
24 SAT*	HOLIDAY	24 SAT*	HOLIDAY
25 SUN*	HOLIDAY	25 SUN*	HOLIDAY
26 MON		26 MON	
27 TUE		27 TUE	Annual Result
28 WED		28 WED	
		29 THU	
		30 FRI	
No. OF WORKING DAYS : 20		No. OF WORKING DAYS : 22	

NOTE :- HOLIDAYS (TO BE DECLARED) : 1. BASANT PANCHAMI, 2. SHIVRATRI, 3. HOLI

Activity list for the Academic Session 2017-18

(Nursery & Prep)

Teacher In-charge	Dates	Event
Nursery	20/04/2017	Introduction Me and Myself
Prep	04/05/2017	Solo Dance/Nonfire cooking
Nursery	22/06/2017	Carnival – Fancy Dress (Helpers)
Nursery	03/07/2017	Green Day (Save Earth Day)
Prep	11/08/2017	Pre-Independence Day 1) Colour Competition/Speech 2) Patriotic Song Competition
Nursery	05/09/2017	Teacher's Day
Nursery	17/10/2017	Rhymes Competition
Prep	16/11/2017	Story telling Competition
Prep	13/12/2017	Biscuit dressing
Nursery	18/01/2018	Picnic/Movie
CT	27/03/2018	Report Card

Food and Colour Festival 2017-18

(Nursery & Prep)

Date/Month	Food	Colour of the Month
28/04/2017, April	Fruits	White/Pink
30/06/2017, June	Pav Bhaji/Sweets	Orange/Green
28/07/2017, July	Pakorras special	Green
25/08/2017, August	Stuffed Paratha	Tri Colour
22/09/2017, September	Chowmien	White
31/10/2017, October	Sandwich	Multi Colour
24/11/2017, November	South Indian Dish	Blue
22/12/2017, December	Pastries/Cake/Chocolates	Red/White
31/01/2018, January	Ladoo/Puri/Green Veg.	Yellow
23/02/2018, February	Rice Special	Black/White

Note:- Please send your child dressed in colour of the month with special food (according to food festival list) on the dates mentioned above

House Activities 2017-18

(April to January)

Classes I to V

<u>Dates</u>	<u>Activities</u>
19/04/2017	Musical Events by the Music Club
30/06/2017	Literary Club (Hindi + English)
2/08/2017	House Day (Drama Club)
23/08/2017	Eco Friendly Club
4/10/2017	Art and Craft Club
1/11/2017	Dance Club
6/12/2017	Sports Club
17/01/2018	Cyber/E- Club

Note:- 1) Marks /points will be allotted for the march past on Independence Day to the four houses.
2) The teachers of the respective clubs have to inform about the activities two weeks before of the above mentioned date to the Section In-charges.

House Activities 2017-18

(April to January)

Classes VI to X

<u>Dates</u>	<u>Activities</u>
10/05/2017	Musical Event by the Music Club
5/07/2017	Dance programme by the Dance clubs
2/08/2017	House Day (Dramatic Club)(CI -VI to XII)
11/10/2017	Art and Craft Club
22/11/2017	Literary (Eng + Hindi) + Cyber/E- club(CI -VI to XII)
13/12/2017	Sports Club (CI- VI to X)
24/01/2018	Eco club

- Note:-
- 1) Marks /points will be allotted for the march past on Independence Day to the four houses.
 - 2) The teachers of the respective clubs have to inform about the activities two weeks before of the above mentioned date to the Section In-charges.

TIME TABLE

(Class I to XIIth)

PERIOD	ASSEMBLY & ATTENDANCE	1	2	3	4	5	6	7	8
DAY/TIME	8.00 AM	8.30 AM	9.10 AM	09.50 AM	10.30 AM	10.45 AM	11.25 AM	12.05 PM	12.45 PM 1.20 PM TO 2.00 PM
MONDAY					T I F F I N B R E A K				
TUESDAY									
WED.									
THURS.									
FRIDAY									

TIME TABLE

CLASS - NURSERY TO PREP.

PERIOD	ATTEN DANCE	ASSEMBLY	1	2	3	4	5
DAY/TIME	8.00 AM	8.05 AM	8.30 AM	9.10 AM	9.50AM	10.45 AM	11.40 PM 12.20 PM TO 12.25 PM
MONDAY							P L A Y B R E A K
TUESDAY							
WED.							
THURS.							
FRIDAY							