



Vidya Vihar
Central School
AFFILIATED TO CBSE No. 930447
Kakkassery, Chittattukara

School Diary
2023-2024

Happy Schooling;
Joyful Learning

Name:

Class:..... Div Roll No..... Adm. No.

Bus No..... Bus Boarding Point

Parent's Contact Nos.....,



VIDYA VIHAR CENTRAL SCHOOL

Affiliated to CBSE - No. 930447
KAKKASSERY P.O., CHITTATTUKARA, THRISSUR DIST., KERALA PIN 680 511
PHONE : 0487-2643981, 2646581, 2643271
E.mail : vidyaviharschool@gmail.com Website: vidyaviharcs.com

School Hours 8.55 am - 3.30 pm

School functions from Monday to Friday.
First & Third Saturdays are also working days for Std VI -XII
All Saturdays are holidays for K.G.

Office Hours

Monday to Friday 9.00 am to 1.30 pm & 2.00 pm to 4.00 pm.
Saturday 9.30 am to 1.00 pm

No Business will be transacted on Holidays.

Visitor's Time

School Principal: 2.30 p.m. - 3.30 p.m

On all working days

Section Heads/ Teachers : 3.40 p.m. - 4.30 p.m.

First & Third Wednesdays of every month

**Parents will not be permitted to meet the teachers
during the school hours.**

School Bus Service

Date of joining :

Boarding Point :

To join /discontinue from School bus service, prior written permission should be obtained from the principal. Request for change of bus / boarding / pick up point will be entertained only for valid reason.

Bring school diary regularly to school is compulsory

Uniform Pattern

Boys - K.G. to Std IV.



Girls - K.G. to std IV.



Std V - VIII



Boys



Girls

Std IX - XII



Boys



Girls

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THE CONSTITUTION OF INDIA

PREAMBLE

WE, THE PEOPLE OF INDIA, having
solemnly resolved to constitute India into a
SOVEREIGN, SOCIALIST, SECULAR
DEMOCRATIC REPUBLIC

and to secure to all its citizens:

JUSTICE, Social, economic and political
LIBERTY of thought, expression, belief
faith and worship;

EQUALITY of status and of opportunity:
and to promote among them all,
FRATERNITY assuring the dignity of the
individual and the unity and integrity
of the Nation.

IN OUR CONSTITUENT ASSEMBLY
this twenty-sixth day of November, 1949, do
HEREBY ADOPT, ENACT AND GIVE TO
OURSELVES THIS CONSTITUTION.

THE CONSTITUTION OF INDIA

Chapter IV A FUNDAMENTAL DUTIES

ARTICLE 51 A

Fundamental Duties - it shall be the duty of every citizen of India:

- (a) to abide by the Constitution and respect its ideas and institutions, the National Flag and the National Anthem;
- (b) to cherish and follow the noble ideals which inspired our national struggle for freedom.
- (c) to uphold and protect the sovereignty, unity and integrity of India;
- (d) to defend the country and render national service when called upon to do so;
- (e) to promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic and regional or sectional diversities; to renounce practices derogatory to the dignity of women;
- (f) to value and preserve the rich heritage of our composite culture;
- (g) to protect and improve the natural environment including forests, lakes, rivers, wild life and to have compassion for living creatures;
- (h) to develop the scientific temper, humanism and the spirit of inquiry and reform;
- (i) to safeguard public property and so abjure violence;
- (j) to strive towards excellence in all sphere of individual and collective activity so that the nation constantly rises to higher levels of endeavour and achievement.

TEACHERS & Contact No.

Class Teacher :		Tel.No :
Subject	Name of Teacher	Tel. No.
English		
Malayalam		
Hindi		
Mathematics		
Social Science	History	
	Geography	
	Politics	
	Economics	
EVS/GE	Physics	
	Chemistry	
	Biology	
Value Edu		
Music		
Chess		
Dance		
GK		
Art & Craft		
Librarian		
Yoga		
Counsellor		
Computer		
PT		
CCA		
IT		

NB : Section Head and class teacher can be contacted over phone only between 7.30pm and 8.30 pm.

Pupil's Data

(To be filled by the parent)

- Name of the Student 2. Male Female
- Date of Birth 4. Blood Group.....
- Std. & Division 6. Admn. No Roll No.....
- Aadhar No.
- Religion: Caste: General/OBC/OEC/SC/ST
- Name of Father
- Mother
- Guardian*
- Office Address (Father)
- Mob.
- Office Address (Mother)
- Mob.
- Home Address
- Tel . No.....
- Guardian's Address
- Mob.
- Particulars of brother / sister (Direct) studying in this school
 - Name & Std. 1. 2.....
- Mode of Transport: School Van Private Own
If Private type of Vehicle Reg. No.
Name & Phone No of Driver.....

Specimen Signature of

..... / /

Father

Mother

Guardian

I, the undersigned have read the rules and regulations in the school diary and agree to abide by them and co-operate with the school authorities.

Father

Mother

* Guardian can be any person who can be contacted in case of the absence of the parents

Pupil's Data

(To be filled by the parent)

1. Name of the Student 2.

Male	Female
------	--------
3. Date of Birth 4. Blood Group.....
5. Std. & Division 6. Admn. No Roll No.....
7. Aadhar No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--
8. Religion: Caste: General/OBC/OEC/SC/ST
9. Name of Father
- Mother
- Guardian*
10. Office Address (Father)
- Mob.
- Office Address (Mother)
- Mob.
11. Home Address
- Tel . No.....
12. Guardian's Address
- Mob.
13. Particulars of brother / sister (Direct) studying in this school
- a) Name & Std. 1. 2.....
14. Mode of Transport: School Van Private Own
- If Private type of Vehicle Reg. No.
- Name & Phone No of Driver.....

Specimen Signature of

..... / /

Father

Mother

Guardian

I, the undersigned have read the rules and regulations in the school diary and agree to abide by them and co-operate with the school authorities.

Father

Mother

* Guardian can be any person who can be contacted in case of the absence of the parents

Pledge

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

प्रतिज्ञा

भारत हमारा देश है। हम सब भारतवासी भाई-बहन हैं। हमें अपना देश प्राणों से भी प्यारा है। उसकी समृद्धि और विविध संस्कृति पर हमें गर्व है। हम उसके सुयोग के अधिकारी बनने का प्रयत्न सदा करते रहेंगे। हम अपने माता-पिता, शिक्षकों तथा गुरुजनों का आदर करेंगे और सबके साथ शिष्टता का व्यवहार करेंगे।

हम अपने देश और देशवासियों के प्रति वफादार रहने की प्रतिज्ञा करते हैं। उनके कल्याण और समृद्धि में हमारा सुख निहित है।

जय हिन्द।

പ്രതിജ്ഞ

ഭാരതം എന്റെ രാജ്യമാണ്. എല്ലാ ഭാരതീയരും എന്റെ സഹോദരീ സഹോദരന്മാരാണ്. ഞാൻ എന്റെ രാജ്യത്തെ സ്നേഹിക്കുന്നു. സമ്പൂർണ്ണവും വൈവിധ്യപൂർണ്ണവുമായ അതിന്റെ പാരമ്പര്യത്തിൽ ഞാൻ അഭിമാനം കൊള്ളുന്നു. ഞാൻ എന്റെ മാതാപിതാക്കളെയും ഗുരുക്കന്മാരെയും മുതിർന്നവരെയും ബഹുമാനിക്കും. ഞാൻ എന്റെ രാജ്യത്തിന്റെയും നാട്ടുകാരുടെയും ക്ഷേമത്തിനും ഐശ്വര്യത്തിനും വേണ്ടി പ്രയത്നിക്കും.

National Song: Vande Maataram

Vande maataram..
Vande maataram..
Maataram..

Sujalaam sufalaam malayaj sheetalaam
Sasyashyaamalaam maataram
Vande maataram..

Shubhrajyotsna pulakit yaaminiim
Phulla kusumita drumadal shobhiniim
Suhaasinim sumadhura bhaashhinim
Sukhadaam varadaam
Maataram.. vande maataram

सारे जहाँ से अच्छा

सारे जहाँ से अच्छा हिन्दुस्तां हमारा
हम बुलबुले है इसकी वो गुलिस्तां हमारा

पर्वत वो सबसे ऊँचा हमसाया आसमाँ का,
वो सन्तरी हमारा, वो पासबाँ हमारा
सारे जहाँ से अच्छा

गोदी में खेलती हैं जिसकी हजारों नदियाँ,
गुलशन हे जिसके दम से रश्क-ए- जिना हमारा
सारे जहाँ से अच्छा

मजहब नही सिखाता आपस में बैर रखना
हिन्दी है हम वतन हैं हिन्दुस्तां हमारा
सारे जहाँ से अच्छा, हिन्दुस्तां हमारा।

രാഷ്ട്രഗീതം

ജനനമന അധിനായക ജയ ഹേ
ഭാരത ഭാഗ്യ വിധാതാ
പഞ്ചാബ്-സിന്ധു-ഗുജറാത്ത-മറാഠാ
ദ്രാവിഡ ഉത്കല വംശാ
വിന്ധ്യ ഹിമാചല-യമുനാ-ഗംഗാ
ഉച്ഛല ജലധി തരംഗാ
തവ ശുഭനാമേ ജാതേ
തവ ശുഭ ആശിഷമാതേ
ഗാഹേ തവ ജയ ഗാഥാ
ജനനമ-മംഗളദായക ജയ ഹേ
ഭാരത-ഭാഗ്യവിധാതാ
ജയ ഹേ, ജയ ഹേ, ജയ ഹേ,
ജയ ജയ ജയ ജയ ഹേ

School Anthem

We in the world, in search of truth	
Sharing dreams strive in our way	We.....
In the path of success to mould us	
To worthy citizens for the future	In the
To forget the barriers of caste ,creed	
And to believe in our dreams that,	
We are one	To.....
Let us share the joy of	
Learning in Vidya Vihar	Let us
This campus is where you and I	
Share full of faith love and dreams	
Let the seeds of knowledge	
We gain last forever	Let.....
Vidya vihar—	
shining rays of our life	
In your light we will sure	
Shine and shine forever	Vidya Vihar

झंडा ऊँचा रहे हमारा विजयी विश्व तिरंगा प्यारा
झंडा ऊँचा रहे हमारा

सदा शक्ति बरसाने वाला
प्रेम-सुधा सरसाने वाला
वीरों को हर्षाने वाला
मातृभूमि का तन-मन सारा
झंडा ऊँचा रहे हमारा

स्वतंत्रता के भीषण रण में
लड़ कर जोश भरे छन-छन में
कांपे क्षत्रु देखकर मन में
मिठ जाये भय-संकठ सारा
झंडा ऊँचा रहे हमारा

इस झंडे के नीचे निर्भय
ले स्वराज्य हम अब चल निश्चय
बोलें भारत माता की जय
स्वतंत्रता है ध्येय हमारा
झंडा ऊँचा रहे हमारा

आओ प्यारे वीरो आओ
देश-धर्म पर बलि-बलि जाओ
एक साथ सब मिल कर गाओ
प्यारा भारत देश हमारा
झंडा ऊँचा रहे हमारा

इसकी शान न जाने पाये
चाहे जान भले ही जाये
विश्व विजय करके दिखलाये
तब होवे प्रण पूर्ण हमारा
झंडा ऊँचा रहे हमारा

Prayer - 1

ജഗദീശ്വരാ ആ.. ആ ജഗദീശ്വരാ
ജഗദീശ്വരാ പ്രഭോ ലോക നാഥാ
എല്ലാമറിയുന്ന നിൻ പ്രഭയാൽ
ഹൃദയത്തിൽ സത്യവും ചിന്തയിൽ നന്മയും
കർമ്മത്തിൽ ശുദ്ധിയും നൽകേണമേ ജഗദീശ്വരാ.
എപ്പോഴും ഞങ്ങൾക്ക് സാന്നിധ്യമായ്
എപ്പോഴും ഞങ്ങൾക്ക് വഴികാട്ടിയായ്
ഇരുളിലും ദുഃഖത്തിനാഴത്തിലും
ഒരുപോലെ ഞങ്ങൾക്ക് തുണയാകണേ
ജഗദീശ്വരാ പ്രഭോ ലോക നാഥാ
നോവുന്ന മനുജന്റെ മിഴി തുടയ്ക്കാൻ
ശക്തിയായ് ഞങ്ങളിൽ പെയ്തിറങ്ങാൻ
കാരുണ്യ വാരിദേ തമ്പുരാനേ
നിന്നിലെ ചൈതന്യം പകരേണമേ
ജഗദീശ്വരാ ആ.. ആ ജഗദീശ്വരാ

Prayer - 2

നിത്യ സാന്നിധ്യമേ നിൻപ്രകാശം
ജീവശക്തിക്കുണർവെന്നുമേകിടാവു
സത്യമായ് ധർമ്മമായ് നീതിയായ് രാജിക്കു
മപ്രമേയാനന്ദ പുഞ്ജമേനീ
കർമ്മത്തിൽ ശുദ്ധിയും വാക്കിൽ കാരുണ്യവും
നിർമ്മമാം വാചിടും സ്നേഹവായ്പും
എങ്ങുമശ്ശരണ ജീവിതംകേഴുമ്പോ
ഉള്ളിത്രകാക്കുമനുകമ്പയും
ഞങ്ങളിൽ വർഷിക്ക ദീനവനജഗൽ
പുണ്യതിടമ്പേ മതിയാവോളം
ഭൂവിലെല്ലാവരുമൊന്നാണെന്നങ്ങുന്നു
തൂവും സമതന്ത്രം തുവെളിച്ചം
ഞങ്ങൾക്കുണർവായി കരളിലുറ്റും
സ്നേഹ സങ്കല്പ ഭാവത്തിലുർജ്ജമായി
ഞങ്ങൾതൻമാർഗം തിളക്കിടും ദീപമായ്
മങ്ങാതെ മിന്നി തിളങ്ങിടാവു
നിത്യ സാന്നിധ്യമേ

Prayer - 3

കരുണയിലൊഴുകുമൊരതി മധുരം
ഒഴുകുമീ വഴികളിലതിപ്രഭവം
കനിയണം അടിയനു നിൻ അഭയം
ഒഴുകിടണം കൃപ ഞങ്ങളിലും
അറിവൊഴുകും വഴി അതിലുണരുംസ്മൃതി
അലകളിലാശ്രയം നീയല്ലയോ
തവതിരുവടികളിലാശ്രയമേകാൻ
അനുഗ്രഹം ഞങ്ങൾക്കേകിടണേ
കരുണ..

Prayer - 4

ഈ ലോക ജീവിത പാലാഴിയിൽ
സ്നേഹാമൃതം തേടും യാത്രയിൽ
കലയുടെ മഹനീയ നൂപുര ധനിയുമായ്
നിൽക്കുന്നു ഞങ്ങൾക്കനുഗ്രഹമേകു
നിൽക്കുന്നു ഞങ്ങൾക്കനുഗ്രഹമേകു
ആറു ഋതുക്കളിൽ വസന്തമായി
നീറും മനസ്സിന് കുളിർമ്മയായി
സർവ്വേശ സാന്നിധ്യ രൂപമായി
വളരാവൂ ഞങ്ങൾതൻ വാസനകൾ
ഈ ലോക..

Prayer - 5

ചിന്മയരൂപാ ചിരംജീവാ
സ്നേഹ സ്വരൂപാ ജഗദീശാ
ജീവസന്ധായകാ നമിക്കുന്നു
കനിവോടെന്നും അനുഗ്രഹിക്കു
ചിന്മയ

ആയിരം വസന്തങ്ങൾ വിരിഞ്ഞാലും
ആയിരം മഴവില്ലു തെളിഞ്ഞാലും
നിദാന്ത സൗന്ദര്യമേ നിന്റെ മുൻപിൽ
നിഷ്പ്രഭമല്ലോ ചരാചരങ്ങൾ
പുനിലാവൊളിരാവിൽ നിറയുമ്പോൾ
പൂവുകൾ പുഞ്ചിരി പൊഴിക്കുമ്പോൾ
സർഗ്ഗഗാത്മ ചൈതന്യമേ നിന്നുടെ
ശക്തിയെ വാഴ്ത്തുന്നു സർവ്വവുമേ

ചിന്മയ

Prayer - 6

സ്നേഹത്തിൻ സംഗീതമേ
സത്യത്തിൻ മോഹന സൗന്ദര്യമേ
കഴലിണ കുപ്പിടുണേൻ ദൈവമേ
കാരുണ്യം കാട്ടേണമേ
ധർമ്മത്തിൻ കേദാരമേ
ലോകത്തിൻ നൻമകൾക്കാധാരമേ
നിൻ മഹിമയ്ക്കു മുൻപിൽ
നമിക്കുന്നു ചിന്മയ സാഗരമേ
മുപ്പാരും കീഴടക്കാൻ
ഞങ്ങളിലൊപ്പം വിളങ്ങേണമേ
അൽപ്പജ്ഞതരകും ഞങ്ങൾ
ദേവാ നിൻഅർഭുതമെന്തറിവു

സ്നേഹത്തിൻ...

**പ്രാർത്ഥന
ദൈവദേശകം**

ദൈവമേ! കാത്തുകൊൾകങ്ങു കൈവിടാതിങ്ങു ഞങ്ങളെ,
നാവികൻ നീ ഭവാബ്ധിക്കൊരാവിവൻതോണി നിൻപാദം
ഒന്നൊന്നായെണ്ണിയെണ്ണിത്തൊട്ടെണ്ണും പൊരുളൊടുങ്ങിയാൽ
നിന്നിടും ദൃക്കുപോലുള്ളും നിന്നിലസ്ഥമാകണം
അന്നവസ്ത്രാദി മുട്ടാതെന്നുരക്ഷിച്ചുഞങ്ങളെ
ധന്യരാക്കുന്ന നീയൊന്നു തന്നെ ഞങ്ങൾക്കു തമ്പുരാൻ
ആഴിയും തിരിയും കാറ്റും ആഴവും പോലെ ഞങ്ങളും
മായയും നിൻ മഹിമയും നീയുമെന്ന് ഉള്ളിലാകണം
നീയല്ലോ സൃഷ്ടിയും സ്രഷ്ടാവായതും സൃഷ്ടിജ്വാലവും
നീയല്ലോ ദൈവമേ സൃഷ്ടിക്കുള്ള സാമഗ്രിയായതും
നീയല്ലോ മായയും മായാവിയും മായാവിനോദനും
നീയല്ലോ മായയെ നീക്കി സായുജ്യം നൽകുമാര്യനും
നീ സത്യം ജ്ഞാനമാനന്ദം നീ തന്നെ വർത്തമാനവും
ഭൂതവും ഭാവിയും വേറെല്ലാതും മൊഴിയുമോർക്കിൽ നീ
അകവും പുറവും തിങ്ങും മഹിമവാർന്ന നിൻപദം
പുകഴ്ത്തുന്നു ഞങ്ങളങ്ങുഭഗവാനേ, ജയിക്കുക
ജയിക്കുക മഹാദേവ ദീനാവനപരായണ
ജയിക്കുക ചിദാനന്ദ ദയാസിന്ധോ ജയിക്കുക
ആഴമേറും നിൻ മഹസ്സാമാഴിയിൽ ഞങ്ങളാകവേ
ആഴണം വാഴണം നിത്യം വാഴണം വാഴണം സുഖം -ശ്രീ നാരായണഗുരു

General Information

Vidya Vihar Central School, a CBSE affiliated senior secondary school is situated at Elavally Village in Kakassery near Chittattukara. This school is run and managed by Vidya Vihar Educational and Charitable Trust. It took its first breath when Sri. Kaithapram Damodaran Namboothiri Film Lyric fame inaugurated it on 11th February 2000 in a humble physical set up. The institution is secular in nature. Its progressive strides ever since have many a time won accolades.

Vidya Vihar Central School is uncompromisingly committed to impart quality education and to inculcate all round development in all students. From the small beginning the school has grown into a mighty educational institution giving optimum training and opportunities for all the students. We have classes from LKG to Std. XII. The school is housed in a complex of spacious building at Chittatukara. The campus covers an area of 5 acres. Its serene atmosphere helps the students and teachers to learn in peaceful air. The best thing about this school is that it is situated far away from the hustle and bustle of city life. The scenic beauty, peace and tranquility provide an ideal environment conducive for teaching and learning.

Our Motto:

Happy Schooling; Joyful Learning

Our Vision:

To create a healthy, wealthy and wise generation of responsible citizens with global values, love for the nation and their fellow human beings to serve and lead them to a bright future.

Our Mission:

To impart quality education by instilling love for learning and respect for human values. We inspire them to discover their innate talents by providing ample opportunities, which will help them to develop their self esteem and self confidence, to be successful in their future. We create Indian citizens with global values

Infrastructure and other Facilities

We have three storeyed pucca concrete building with 59 fully furnished classrooms. Main building for III-XII & Kinder valley for KG, I & II. We have a full fledged digitalised library and kids' library with teachers reference facility, separate labs for Physics, Chemistry, Biology, Maths, Computer and Skill. Interactive classrooms, Activity rooms, Lecture Hall, Staff meeting Hall, Mini Auditorium and a spacious Main Auditorium, Broad Band Internet Facility,

Multipurpose Playground, Indoor and Outdoor games, Skill development programmes, Yoga, Guidance and Counselling Unit, Band Set, clubs, sufficient and pure drinking water, washrooms & toilets. Girls toilets are fitted with incinerator. School and Classrooms are under the surveillance of CCTV.

Special Educators and Counselling

School Offers an effective support system to children with learning disabilities, through experienced and competent special educators.

Interactive Computer Aided Teaching and IT Education

The school undertakes massive expansion and enrichment Programmes every year to equip the students with new technologies. For this, we have associated with Exposoft

This Programme aims at delivering quality computer education as well as computer aided education to all students.

Interactive Classroom by Extramarks

It is run by extramarks and all the students from KG to class XII get the benefit of digital classrooms which foster learning effectively.

Academic year and Terms:

The Academic year is from June to March
with two terms : First term - June to October
: Second term - October to March

Subjects Taught:

Std I to X

Languages : English, Malayalam, Hindi
Subjects : Mathematics, Science (Physics, Chemistry, Biology),
Social Science (History, Geo, Economics & Politics)

Other Subjects : Value Education, Computer
Education, Physical Education, Art Education & Craft,
Music, Dance

Std: XI & XII

Science Stream : English, Physics, Chemistry, Biology & Mathematics
: English, Physics, Chemistry, Mathematics &
Computer Science
: English, Physics, Chemistry, Biology, Malayalam.

Commerce Stream : English, Accountancy, Business Studies,
Informatics Practices & Economics

: English, Accountancy, Business studies, Mathematics & Economics

: English, Accountancy, Business studies, Economics & Malayalam

General Studies & Health and Physical Education are compulsory for all streams

Co-Curricular Activities

To develop varied interests of the pupils, we provide ample opportunities through several co-curricular activities in addition to games and athletic competitions. Opportunities are provided to learn Dance, Music, Arts & Craft etc. To inculcate a sense of loyalty, team spirit and healthy competition, students are divided into four houses.

Admission

Admission to the school is mainly in the LKG. Admission to other classes depends on vacancies that arise due to withdrawals. A child seeking admission in LKG should be 4 years old on or before 1st of June of the school year.

Every student should produce the birth certificate or the transfer certificate depending on the classes to which they are admitted. All students seeking admission should be staying with their parents or guardians.

Evaluation

For Std. I to Std. X the school follows CBSE guidelines and assessment is based on the academic achievements, subject enrichment activities etc. For LKG-VIII, four PAs and 2 terminal examinations will be conducted, for IX & X three PAs and term examination. For XI & XII three mid term and term examination.

Rewards

Academic Toppers in each year are honoured on Merit day with special awards by the management and PTA. Full A grade holders of AISSE and Toppers of AISSCE in each stream are considered for this award.

Achievers Award.

Std I - X - A score of 'A₁' in Aggregate in all assessments together upto February.

Std XI & XII - A score of 80% as aggregate.

NB: (1) The students must be present in all examinations/Assessments
(2) Absence on any grounds will not be considered for exemption. Achievers will be honoured with a certificate and their names will be permanently recorded in the Achievers Record with their signature against their names.

Withdrawal

Withdrawal of a student during a school year is not generally allowed. However, if a student is to be withdrawn for reasons beyond the control of the parent/guardian one calendar month's notice must be given. Transfer certificates will be issued only after all dues are cleared.

Leave / Absence

A student with continuous absence for 15 days are liable for removal from the register.

Absence in Test papers/Examinations

Absence in examination is not encouraged.

However, absence due to medical reasons should be noticed immediately with a leave application supported by a medical certificate from the doctor consulted.

In all cases of absence, the result will be prepared as per the regulative norms. Re-examinations will not be conducted.

School Uniform (Except Wednesday)

BOYS

LKG to Grade IV

Light chikushorts , Reddish pink half sleeve shirt with school monogram , school belt, light chiku socks with reddish pink lines with black shoes.

Grade V to VIII

Light chikufull pants , Reddish pink half sleeve shirt with school monogram , school belt, light chiku socks with reddish pink lines with black shoes.

GIRLS

LKG to Grade IV

Reddish pink half sleeve shirt , light chiku pinafore with school monogram , school belt, light chiku socks with reddish pink lines with black shoes.

Grade V to VIII

Reddish pink three-fourth sleeve shirt ,light chiku pants and collar-free coat with school monogram, light chiku socks with reddish pink lines with black shoes.

Girls should use white hairband, white buns and white muftha or scraf to

school.

For grade **X & XII**, uniform remains same as previous year. During rainy days, students are preferred to wear black back strap sandals. Students could continue to wear white uniform on Wednesdays with stitching pattern same as regular uniform.

Promotion Rules

Promotion of students in grades I to IX & XI is made on the basis of periodic assessments, internal assessments and terminal examination.

80 marks Terminal examination is conducted with 100% syllabus where each student needs to score 33% for a minimum pass. Internal marks are awarded out of 20 marks. Each student has to secure 33% out of overall 20 marks earmarked in each subject. This 20 marks comprises of pen-paper test (5 marks) multiple assessment (5 marks), portfolio (5marks) and subject enrichment activities which includes Assessment of Speaking and Listening (ASL) in languages, practical in Science and Mathematics, Map works and project works in Social Science.

Promotion in grade XI is determined by a minimum of 33% score in each subject, both in theory and practical.

It is mandatory for every student to appear for all the examinations, in order to be eligible for promotion to the next class. A student who does not appear periodic assessment, term examination or annual examination will be considered to have failed except on account of sickness and subject to the direction of the Principal. After each examination, the progress report of the student should be signed by the parent.

Character and discipline of the child is a pre requisite for considering students' promotion to the next classes.

Grade X & XII – Students of grade X and XII attend SSE and SSCE respectively, conducted by the CBSE and the result is declared by the board.

School Transportation

The school provides regular transport facility to enable students to commute to school. Parents can contact the office for any clarification in this regard. The charges vary according to distance. Transportation fee should be paid in advance for each month. Parents have to make necessary arrangements to hand over and receive their children at scheduled bus points. If school

authorities are unable to run buses due to unavoidable circumstances, pupils using school buses have to make their own arrangements.

Library

1. Students are expected to take sufficient care of the library books. If a book is lost/damaged, the borrower has to make good the loss/damage along with penalty up to 100%.
2. It is strictly forbidden to write any remarks in the book or underline the words. It is the responsibility of the borrower to make sure that nothing of the above nature is contained in the book, and bringing it to the notice of the Librarian immediately on receiving the book.
3. Students should not exchange school library books.
4. All should see that an atmosphere of silence and solemnness is maintained in the library at all times.
5. Books will not be issued during the vacations. At a time, only one book will be issued. A book may be retained only for one week, after which a fine of Rs.10.00 per week will be charged until it is returned or until it is re-issued.
6. Pupils from Std V onwards must read atleast 10 English and 10 other language books in a year. A two page summary of each book read must be shown to the librarian. The library records included in the diary should be maintained scrupulously

House System

To impart a healthy competitive spirit among students and to inculcate the habit of working together and enhancing leadership qualities, an efficient system of 'houses' has been introduced in the school. All the students belong to one 'house' or the other and are guided by a House Mistress (a teacher) assisted by a House Captain and House Vice Captain (all students.)

It is the responsibility of the house mistress to look after the general progress of her wards in curricular and co-curricular activities.

All arts and sports competitions are held house wise. So house loyalties are the strongest. A regular record of the pupil's participation and achievement in house activities is maintained and merit points are awarded to each house by a team of teachers.

Recommendations to the parents and guardians

Parent teacher meetings are organized on regular basis to find ways of assisting your wards in his/her academic and personal development.

You are requested.....

1. to attend all parent teacher meeting organised by the school.
2. to attend all programmes of the school to encourage your children.
3. to respond to all intimations sent to you from the school.
4. to notify the school of any change in your address as early as possible.
5. to intimate the Principal and the class teachers if there are some particulars or relevant information about the child.
6. to communicate with the authorities and find a solution to all the problems that arise.
7. to sign the report cards, examination papers and any other information sent from the school.
8. to co-operate with the school authorities in enforcing regularity and discipline by helping the children to have systematic learning.
9. to assist your wards in taking an active interest in the activities of the school.
10. to send only appropriate and healthy snacks and lunch. It is better if they are dry as far as possible especially till Std. IV.
11. to pay online tuition fees on or before the due date regularly.
12. to make a note in the diary with your signature in the column provided with the reason for absence of the child for the class.
13. to see that your wards are using only pencils for writing till Std. IV. They are permitted to use fountain pens only from Std. V onwards.
14. to produce a medical certificate along with application for medical leave.
15. to be aware that your ward's name will be struck off if he/she is absent for more than a month without prior intimation.
16. to be aware that for KG children there won't be any formal exams. We shall conduct continuous assessment in the form of worksheets oral and written work.
17. to see that your ward wears the prescribed uniform including foot wear.
18. to buy all text books only from the school store.
19. to encourage that all children should participate in all the academic and co-curricular activities of the school.
20. to be aware that any serious misconduct or objectionable behaviour of your ward will lead to the dismissal from the school.
21. to make good any loss or damage to the school property by the student.
22. to note that the school does not encourage private tuitions.
23. to communicate (requests, suggestions and complaints) only to the Principal/other authorities notified by the Management.
24. to make all request to the Principal at least one week in advance to obtain signatures on travel concession forms, bona fide certificates, reimbursement of fees etc.

25. to give proper identity of the escorts at the school front office to pick up their wards back home from the school. Escorts with proper identity only are allowed to pick up the wards.
26. to go through the diary of the students of the lower classes and assist the children in their learning.
27. to make full use of the free **extra coaching classes** extended to the **academically weak students before/after school** hours and/or on holidays. In such cases they **should make their own arrangements for conveyance**.
28. to encourage and inculcate in your wards the habit of speaking in English even outside the school campus.
29. to co-operate and support the institution which paves way for better teaching and learning.
30. to go through the above recommendations and help all to adhere to them.
31. not to send any bakery items as snacks. Only homemade food, vegetable and fruits are allowed.
32. to see that children bring only necessary books according to time table of school and they carry School Diary everyday

Please don't

1. Take the children home between school hours except on emergency cases.
2. Send children to school for at least for a fortnight if they are suffering from infectious diseases like chicken pox, measles, mumps etc. until they are medically fit.
3. Allow children to wear valuable materials like gold ornaments (the school is not in any way responsible for the loss or damage to the valuables brought to the school.)
4. Send soft drinks and other beverages to school.
5. Allow children to bring any other material that is not related to their learning to the school.
6. Visit the class rooms during the school hours.
7. Allow your wards to bring motorcycles, scooters and mobilephones to the school campus.
8. Send bakery items as snacks and sweets on birthdays or other celebrations

Guidelines to the students

The school expects the students:

1. to bring this diary to the class daily
2. to be punctual and regular in attendance. To develop the good virtue of punctuality ie to be on time to the school to the class, in submission

- of assignments, etc.
3. to maintain a high standard of general behaviour.
 4. to be polite, friendly and well mannered in and outside the school.
 5. to be obedient, respectful and courteous to your parents, elders and teachers and always be truthful.
 6. to bring umbrella on rainy days.
 7. to wear correct school uniform to the school and to be neat and tidy.
 8. to learn to keep your house, your school and your surroundings clean.
 9. to be attentive in the class and to foster a love for reading.
 10. to understand the value of silence in the class, in the library, in the lab and at the assembly. This helps in concentration and helps you and others to learn better.
 11. to develop a sense of belonging to our school, to your house, our country and the universe.
 12. to move in an orderly way in line one behind another while going from one place to another.
 13. to keep always to the left while going up or coming down the staircase.
 14. to inculcate respect for one's property as well as the school's and of others.
 15. to take care of one's belongings like bags, books, money, clothes and other things brought to the school.
 16. **to speak in English in school to improve your communication English and maintain a suitable level of conversation.**
 17. to donate books to school library on any celebrations, especially on birthdays.
 18. to keep the campus plastic free.
 19. to cover the lunch box in towel.
 20. **Boys are expected to have short, neatly combed and evenly pruned hair which should never be long enough to touch the ears, eyebrows or the shirt collar. Side burns must not extend beyond middle of the ear on either side. Senior boys are expected to be clean shaven.**
 21. Students who are caught for possession of alcohol or any kind of narcotic substances, or theft / shop lifting, serious breach of conduct etc. will be expelled with immediate effect.
 22. Not to loiter around shopping malls, bakeries, or coffee shops in school uniform after school hours.
 23. Not to drive motorbikes/cars into the campus even on holidays.
 24. The following disciplinary measures may be adopted by the school in dealing with students behaving in any unruly manner.
 - Oral warning and counselling
 - Written warning

- Suspension
- Rustication

Please avoid

1. Using bad language and slang
2. Damaging the school property. Carving, writing and scratching on the walls and furniture.
3. Playing in the classrooms, corridors, halls etc.
4. Leaving the school premises during the school hours without the permission of the Principal.
5. Entering other classes without the permission of the teachers concerned.
6. Wearing valuable articles like gold chains, bangles, anklets etc.
7. Bringing materials like unnecessary books, walkmans, cellular phones, CDs, USB, Memory Cards etc. to the school.
8. Bringing sharp implements like blades, knives etc.
9. Shoes during rainy days
10. Bringing, distributing and eating chewing gum in the school.
11. Giving presents to the members of the staff without the permission of the Principal.
12. Boys wearing ear rings to school.
13. Wearing of smart watches to School

The school reserves the right to add, delete or modify the rules and regulations contained herein, in part or full, based on the practical experiences gained out of their observations and implementation.

School Fees Schedule

Payment of Fee

Tuition Fee and Transport Fee should be paid on or before the 10th working day of every month between 9.30 am. and 2.30 pm. on all working days.

On line Payment of Fee

Through the web based parent login, parents can pay tuition and vehicle fee. For that, they have to log in using the password and user name provided by the school.

Assessment Pattern

Grade I to X School follows CBSE guidelines and assessment is based on Pen-Paper Test, Subject Enrichment Activities, Portfolio and Multiple Assessment.

Grade I to VIII

Periodic Assessment (PA) - 4

Terminal Examination - 2

Grade IX & X

Periodic Assessment (PA) - 3

Model Examination - 2

Terminal Examination - 2

Grade XI & XII

Mid -Term Examination - 3

Model Examination - 2

Terminal Examination - 2

Fee Structure for the year 2023-2024

Class	Monthly Fee	PTA (June)	Welfare Fund (June)
LKG	1700	200	200
UKG	1700	200	200
I	1810	200	200
II	1810	200	200
III	1940	200	200
IV	2040	200	200
V	2100	200	200
VI	2210	200	200
VII	2210	200	200
VIII	2330	200	200
IX	2360	200	200
X	2490	200	200
XI	2630	200	200
XII	2630	200	200

June 2023

Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	THU	School Re-opening day (UKG - XII)	
2	FRI		
3	SAT		
4	SUN	Holiday	
5	MON	LKG Re-opening day ; World Environment Day	
6	TUE		
7	WED	XI Re-opening Day	
8	THU	CCE Activities Start	
9	FRI		
10	SAT	Last date for Fee Payment	
11	SUN	Holiday	
12	MON	Parents' Orientation - I, II (10 -11.30 am) III, IV (1.30 - 3.30 pm)	
13	TUE	Parents' Orientation - V, VI (10 -11.30 am) VII, VIII (1.30 - 3.30 pm)	
14	WED	Parents' Orientation - IX, X (10 -11.30 am) XI, XII (1.30 - 3.30 pm)	
15	THU	Parents' Orientation - UKG (10 -11.30 am)	
16	FRI		
17	SAT	Bagless Day 1	
18	SUN	Holiday	
19	MON	*(NB - Importance of Reading)	
20	TUE		
21	WED		
22	THU		
23	FRI	School Parliament Election	
24	SAT		
25	SUN	Holiday	
26	MON		
27	TUE		
28	WED	Bakrid (holiday)	
29	THU		
30	FRI	Investiture Ceremony	
Community Outreach Programme - XII ; *NB - Notice Board Theme			

July 2023			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	SAT		
2	SUN	Holiday	
3	MON	PA 1 for VI, VII, VIII ; Mid Term 1 for XI (*NB : Malala's Life)	
4	TUE	PA 1 for III, IV, V	
5	WED	PA 1 for IX, X ; Mid Term 1 for XII	
6	THU	KG Worksheet 1 ; PA 1 for I, II	
7	FRI		
8	SAT		
9	SUN	Holiday	
10	MON	Last date for Fee Payment	
11	TUE		
12	WED	Arts Festival Begins	
13	THU		
14	FRI		
15	SAT	Bagless Day 2	
16	SUN	Holiday	
17	MON	Karkidakavaavu (holiday) (*NB : Karkidakam Special)	
18	TUE		
19	WED		
20	THU		
21	FRI		
22	SAT		
23	SUN	Holiday	
24	MON		
25	TUE		
26	WED		
27	THU		
28	FRI	Muharam (holiday)	
29	SAT	Arts Festival - Cultural Competition	
30	SUN	Holiday	
31	MON		
		Community Outreach Programme - X ; *NB - Notice Board Theme	

August 2023			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	TUE	(NB: Independence Day)	
2	WED		
3	THU		
4	FRI		
5	SAT		
6	SUN	Holiday	
7	MON		
8	TUE		
9	WED		
10	THU	Last date for Fee Payment	
11	FRI		
12	SAT	Holiday	
13	SUN	Holiday	
14	MON		
15	TUE	Independence Day	
16	WED	PA 2 for VI, VII, VIII (* NB : Onam)	
17	THU	PA 2 for III, IV, V	
18	FRI	PA 2 for IX, X ; Mid Term 2 for XI , XII	
19	SAT		
20	SUN	Holiday	
21	MON	KG Worksheet 2 ; PA 2 for I, II	
22	TUE		
23	WED		
24	THU		
25	FRI	Onam Celebration ; School closes for Onam Vacation	
26	SAT		
27	SUN	Holiday	
28	MON		
29	TUE		
30	WED		
31	THU		
		Community Outreach Programme - IX ; Field Trip : VI, XII	

September 2023			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	FRI		
2	SAT		
3	SUN	Holiday	
4	MON	School Re-opens after Onam Vacation (*NB: Teachers' Day)	
5	TUE	Teachers' Day Celebration	
6	WED	Sri Krishna Jayanthi (Holiday)	
7	THU		
8	FRI		
9	SAT	Holiday	
10	SUN	Holiday ; Last date for fee payment	
11	MON		
12	TUE		
13	WED		
14	THU		
15	FRI		
16	SAT	Bagless Day 3	
17	SUN	Holiday	
18	MON	(*NB : Importance of Hindi)	
19	TUE		
20	WED		
21	THU		
22	FRI	Sree Narayana Guru Samadhi (Holiday)	
23	SAT		
24	SUN	Holiday	
25	MON		
26	TUE		
27	WED	Nabidhinam (Holiday)	
28	THU		
29	FRI		
30	SAT		
		Community Outreach Programme - XI ; Field Trip : KG - V	

October 2023			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	SUN	Holiday	
2	MON	Gandhi Jayanthi (Holiday) (*NB: Old Age, Gandhi Jayanthi)	
3	TUE		
4	WED		
5	THU		
6	FRI		
7	SAT		
8	SUN	Holiday	
9	MON		
10	TUE	Last date for Fee Payment	
11	WED		
12	THU	Term 1 Exam for VI, VII, VIII	
13	FRI	Term 1 Exam for III, IV, V	
14	SAT	Holiday	
15	SUN	Holiday	
16	MON	Term I Exam for IX , X , XI, XII (*NB : World Food Day, UN Day)	
17	TUE	Term 1 Exam for I, II ; KG Worksheet 3	
18	WED		
19	THU		
20	FRI		
21	SAT		
22	SUN	Holiday	
23	MON	Mahanavami (Holiday)	
24	TUE	Vijayadasami (Holiday)	
25	WED		
26	THU		
27	FRI		
28	SAT		
29	SUN	Holiday	
30	MON		
31	TUE		
		Community Outreach Programme - VIII, I ; X & XII Tour	

November 2023			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	WED	Cycle Test for X & XII	
2	THU		
3	FRI		
4	SAT	Sports Meet	
5	SUN	Holiday	
6	MON		
7	TUE		
8	WED		
9	THU		
10	FRI	Last date for Fee Payment	
11	SAT		
12	SUN	Holiday	
13	MON		
14	TUE	Children's Day Celebration	
15	WED		
16	THU		
17	FRI		
18	SAT	Bagless Day 4	
19	SUN	Holiday	
20	MON	(*NB :Flag Day & Constitution Day)	
21	TUE		
22	WED		
23	THU		
24	FRI		
25	SAT		
26	SUN	Holiday	
27	MON		
28	TUE		
29	WED		
30	THU		
		Community Outreach Programme - VII, II	

December 2023			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	FRI	(*NB : Aids Day , Computer Literacy Day)	
2	SAT		
3	SUN	Holiday	
4	MON		
5	TUE		
6	WED		
7	THU		
8	FRI	PA 3 for VI, VII, VIII	
9	SAT		
10	SUN	Holiday ; Last date for fee payment	
11	MON	PA 3 for III, IV, V	
12	TUE	PA 3 for IX ; Mid Term 3 XI ;PA 3 for I , II; KG Worksheet 4	
13	WED		
14	THU		
15	FRI		
16	SAT	Bagless Day 5	
17	SUN	Holiday	
18	MON	(*NB : Christmas)	
19	TUE		
20	WED		
21	THU	Annual Day 1	
22	FRI	Annual Day 2 ; School Closes for Christmas	
23	SAT		
24	SUN	Holiday	
25	MON		
26	TUE		
27	WED		
28	THU		
29	FRI		
30	SAT		
31	SUN	Holiday	
		Community Outreach Programme - VI, III	

January 2024

Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	MON	School Re-opens after X'Mas Vacation (*NB : New Year)	
2	TUE	Mannam Jayanthi (Holiday)	
3	WED	XII Practical Repeation & Board Practicals	
4	THU		
5	FRI		
6	SAT		
7	SUN	Holiday	
8	MON		
9	TUE		
10	WED	Last date for Fee Payment	
11	THU		
12	FRI		
13	SAT	Holiday	
14	SUN	Holiday	
15	MON	(* NB: Martyr's Day, Republic Day)	
16	TUE	II Model Examination for X & XII	
17	WED		
18	THU		
19	FRI		
20	SAT	Bagless Day 6	
21	SUN	Holiday	
22	MON		
23	TUE		
24	WED		
25	THU		
26	FRI	Republic Day	
27	SAT		
28	SUN	Holiday	
29	MON		
30	TUE		
31	WED		
		Community Outreach Programme - IV, V	

February 2024

Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	THU	(*NB: World Cancer Day)	
2	FRI		
3	SAT		
4	SUN	Holiday	
5	MON		
6	TUE		
7	WED		
8	THU	PA 4 for VI, VII, VIII	
9	FRI	PA 4 for III, IV , V	
10	SAT	Last date for Fee Payment	
11	SUN	Holiday	
12	MON		
13	TUE	PA 4 for I, II ; KG Worksheet 5	
14	WED		
15	THU		
16	FRI		
17	SAT	Bagless Day 7	
18	SUN	Holiday	
19	MON	(*NB : National Science Day)	
20	TUE		
21	WED		
22	THU		
23	FRI		
24	SAT		
25	SUN	Holiday	
26	MON		
27	TUE		
28	WED		
29	THU		

March 2024			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	FRI	(*NB : Women's Day)	
2	SAT		
3	SUN	Holiday	
4	MON		
5	TUE		
6	WED		
7	THU		
8	FRI	Mahasivarathri (Holiday)	
9	SAT		
10	SUN	Holiday ; Last date for fee payment	
11	MON	Annual Exam for VIII, IX, XI	
12	TUE		
13	WED		
14	THU		
15	FRI		
16	SAT		
17	SUN	Holiday	
18	MON	KG Worksheet 6 (* NB : Examination)	
19	TUE	Annual Exam for VI, VII	
20	WED	Annual Exam for III, IV , V	
21	THU		
22	FRI	Annual Exam for I, II ; KG Graduation Day	
23	SAT		
24	SUN	Holiday	
25	MON		
26	TUE		
27	WED		
28	THU	Maunday Thursday	
29	FRI	Good Friday	
30	SAT		
31	SUN	Holiday	

April 2024			
Date	Day	All the dates are tentative and Subject to change, if necessary	Remarks
1	MON		
2	TUE		
3	WED		
4	THU	Publication of Result	
5	FRI		
6	SAT		
7	SUN	Holiday	
8	MON		
9	TUE		
10	WED		
11	THU		
12	FRI		
13	SAT		
14	SUN	Holiday	
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21	SUN	Holiday	
22	MON		
23	TUE		
24	WED		
25	THU		
26	FRI		
27	SAT		
28	SUN	Holiday	
29	MON		
30	TUE		

I Mid Term - Time Table, Portions & Marks Obtained			
Date & Day	Subject & Portions	Mark Obtained	Parent's Signature
Teacher's initials			

I Term- PA2 Time Table, Portions & Marks Obtained			
Date & Day	Subject & Portions	Mark Obtained	Parent's Signature
Teacher's initials			

II Mid term / Half Yearly Time Table, Portions & Marks Obtained			
Date & Day	Subject & Portions	Mark Obtained	Parent's Signature
Teacher's initials			

II Term, PA 3 Time Table, Portions & Marks Obtained			
Date & Day	Subject & Portions	Mark Obtained	Parent's Signature
Teacher's initials			

I Model PA 4 Time Table, Portions & Marks Obtained			
Date & Day	Subject	Mark Obtained	Parent's Signature
Teacher's initials			

Annual/Model Time Table, Portions			
Date & Day	Subject	Mark Obtained	Parent's Signature
Teacher's initials			

Record of Late Coming										
Date	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
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*(To be filled in by the Class teacher)

Record of Improper Uniform										
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Total										

*(To be filled in by the Class teacher)

