



SETH ANANDRAM JAIPURIA SCHOOL

EMPOWER • ENTHUSE • EXCEL

Vasundhara, Ghaziabad



SENIOR ALMANAC 2023-24

2023-24

April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
30						1		1	2	3	4	5	6					1	2	3
2	3	4	5	6	7	8	7	8	9	10	11	12	13	4	5	6	7	8	9	10
9	10	11	12	13	14	15	14	15	16	17	18	19	20	11	12	13	14	15	16	17
16	17	18	19	20	21	22	21	22	23	24	25	26	27	18	19	20	21	22	23	24
23	24	25	26	27	28	29	28	29	30	31				25	26	27	28	29	30	

July							August							September						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
30	31					1			1	2	3	4	5						1	2
2	3	4	5	6	7	8	6	7	8	9	10	11	12	3	4	5	6	7	8	9
9	10	11	12	13	14	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16
16	17	18	19	20	21	22	20	21	22	23	24	25	26	17	18	19	20	21	22	23
23	24	25	26	27	28	29	27	28	29	30	31			24	25	26	27	28	29	30

October							November							December						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3	4	31					1	2
8	9	10	11	12	13	14	5	6	7	8	9	10	11	3	4	5	6	7	8	9
15	16	17	18	19	20	21	12	13	14	15	16	17	18	10	11	12	13	14	15	16
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23
29	30	31					26	27	28	29	30			24	25	26	27	28	29	30

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
	1	2	3	4	5	6					1	2	3	31					1	2
7	8	9	10	11	12	13	4	5	6	7	8	9	10	3	4	5	6	7	8	9
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16
21	22	23	24	25	26	27	18	19	20	21	22	23	24	17	18	19	20	21	22	23
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30

ALMANAC

2023-2024

Name :

Class :Section.....

Address :

:

Landline No. :Mobile :

Transport:

School Bus / Private

Bus Route No.

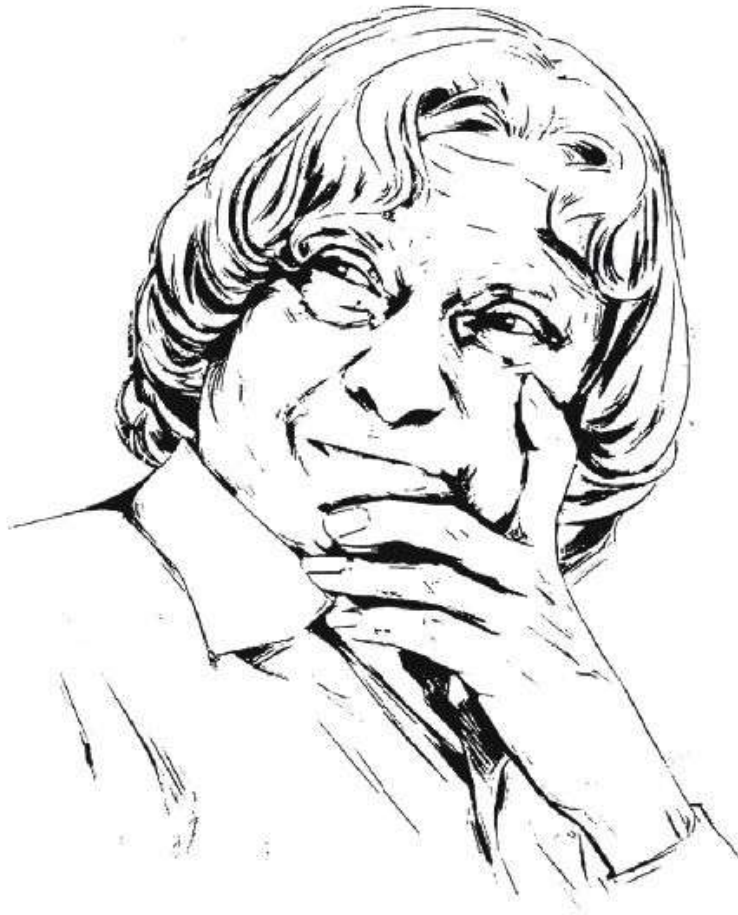
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IMPORTANT PHONE NUMBERS

EMERGENCY CONTACT NO. : 9205236385
ADMISSION ENQUIRY : 8080811811 Ext 1 / 8447069991
SCHOOL RECEPTION : 0120 - 4179300, 303
TRANSPORT ENQUIRY : 0120 - 4179304
ACCOUNTS OFFICE : 0120 - 4179322 / 4179323 / 4179328
STUDENT RELATED UPDATES : 0120 - 4179350



“

Real education enhances the dignity of a human being and increases his or her self-respect. If only the real sense of education could be realized by each individual and carried forward in every field of human activity, the world will be so much a better place to live in.”

- A. P. J. Abdul Kalam

FROM THE DIRECTOR PRINCIPAL'S DESK

Welcome to SAJSVG!!

As the principal of this esteemed institution, I take this opportunity to extend my warm greetings to each one of you.

To my mind education as an idea is about building character, enriching minds and about varied experiences that last a lifetime. Our school is oriented towards the total development of a child and we adopt various methods suiting the dynamics of the changing world in order to achieve the desired goals and objectives. I would like to remind you that the knowledge and skills you acquire here will serve as a foundation for the rest of your life. Hence, it is imperative to make the most of the opportunities presented to you in school.

Our school envisions to hone the students with all 21st century skills inclusive of creativity, observation and knowledge empowerment, that would create a generation of empathetic and responsible citizens with a sterling character. Nothing empowers students like teaching them how to be a critical thinker in an ever-changing world.

We at SAJS build and strengthen character that will not crumble when tested in the crucible of adulthood. The aim behind all our co-curricular and academic activities is not only to enrich knowledge but to provide the environment for young minds to take wings also. The ubiquitous lament for moral bankruptcy and emotional void ends here as we train our pupils in strong values of empathy, persistence and perseverance.

I am confident that each one of you will make the most of this precious opportunity and emerge as successful individuals.

Shalini Nambiar
Director Principal

SCHOOL MANAGEMENT COMMITTEE

<ul style="list-style-type: none">Ms. Shalini Nambiar Director Principal Seth Anandram Jaipuria School, Ghaziabad	Chairperson
<ul style="list-style-type: none">Ms. Chetna Sehgal Vice Principal Sr. School Seth Anandram Jaipuria School, Ghaziabad	Member Secretary
<ul style="list-style-type: none">Dr. Neeta Bali Director Schools Seth Anandram Jaipuria Schools	Member
<ul style="list-style-type: none">Ms. Shikha Banerjee Principal Seth Anandram Jaipuria School, Kanpur	Educationist
<ul style="list-style-type: none">Ms. Poonam Kochitty Principal Seth Anandram Jaipuria School, Lucknow	Educationist
<ul style="list-style-type: none">Ms. Sharmila Raheja Principal, Uttam School for Girls	Principal CBSE School
<ul style="list-style-type: none">Dr. P. Kumar Principal, Deep Memorial School	Principal CBSE School
<ul style="list-style-type: none">Principal KV – Kamla Nehru	CBSE Nominee
<ul style="list-style-type: none">Principal KV- 2 (Hindon)	CBSE Nominee
<ul style="list-style-type: none">Parent - School SAJS Ghaziabad	Parents' Representative
<ul style="list-style-type: none">Parent - School SAJS Ghaziabad	Parents' Representative
<ul style="list-style-type: none">Ms. Priya Mohan HM, SAJS Ghaziabad	Teachers' Representative
<ul style="list-style-type: none">VP Jr. School, SAJS Ghaziabad	Teachers' Representative

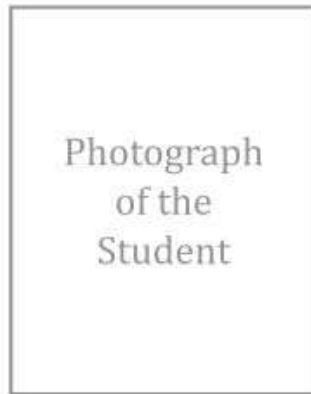
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PERSONAL RECORD OF THE STUDENT

Office Copy

(To be filled in block letters)



Student Name

Scholar No.

Class / Sec. House

Gender Male Female Date of Birth

--	--	--	--	--	--	--	--	--	--

Social Category *(In case of SC/ST/OBC, student's certificate to be submitted in school office)*

GENERAL ST SC OBC

Blood Group

Student's Aadhaar No.

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

Nationality

Transport (Route No.)

Correspondence Address

.....

..... State Pincode

Permanent Address

.....

..... State Pincode

Father's Details

Name
Mobile..... E-mail.....
Qualification Profession.....
Organization..... Designation.....

Mother's Details

Name
Mobile..... E-mail.....
Qualification Profession.....
Organization..... Designation.....

Guardian's Details

Name
Mobile..... E-mail.....
Relation

Sibling Information

Brother / Sister studying in school Yes No

Name Class / Sec.

Declaration:

We have read the contents of this almanac carefully and acknowledge the same.

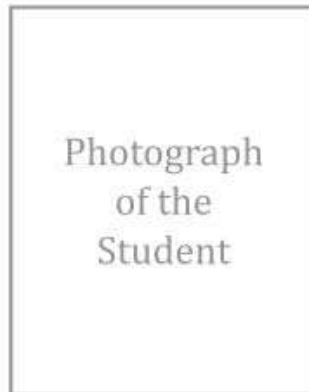
Specimen Signature of Parents / Guardian

.....
Father Mother Guardian (Relationship)

PERSONAL RECORD OF THE STUDENT

Teacher's Copy

(To be filled in block letters)



Student Name

Scholar No.

Class / Sec. House

Gender Male Female Date of Birth

Social Category *(In case of SC/ST/OBC, student's certificate to be submitted in school office)*

GENERAL ST SC OBC

Blood Group

Student's Aadhaar No.

Nationality

Transport (Route No.)

Correspondence Address

.....

..... State Pincode

Permanent Address

.....

..... State Pincode

Father's Details

Name
Mobile..... E-mail.....
Qualification Profession.....
Organization..... Designation.....

Mother's Details

Name
Mobile..... E-mail.....
Qualification Profession.....
Organization..... Designation.....

Guardian's Details

Name
Mobile..... E-mail.....
Relation

Sibling Information

Brother / Sister studying in school Yes No

Name Class / Sec.

Declaration:

We have read the contents of this almanac carefully and acknowledge the same.

Specimen Signature of Parents / Guardian

.....
Father Mother Guardian (Relationship)

PERSONAL RECORD OF THE STUDENT

Student's Copy

(To be filled in block letters)

Photograph
of the
Student

Name :

Class / Section : House

Date of Birth : Blood Group

Bus Route : (M) (A) Bus Stop :

Sch. No. :

Full Name of Father :

Full Name of Mother :

Full Name of Sibling in School : 1.....Class/Sec.....

2.....Class/Sec.....

Home Address:

Telephone No. : (Residence)

Mobile (Father) Mobile (Mother)

Alternate Name & Number in case of emergency

Email ID- Mother/Father

Does your child suffer from any chronic disease? If yes, mention the details :

.....

Declaration:

We have read the contents of this almanac carefully and acknowledge the same.

Specimen Signature of Parents / Guardian

.....
Father

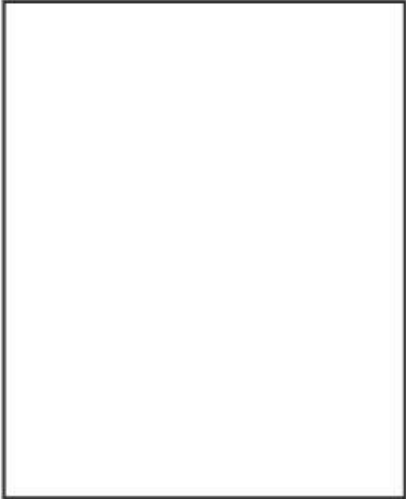
.....
Mother

.....
Guardian (Relationship) _____

Note : This diary must be brought to school daily. Any change in address or telephone number must be notified to the class teacher and the school office to avoid any inconvenience in case of emergency.

INFORMATION FOR PERSONAL IDENTIFICATION

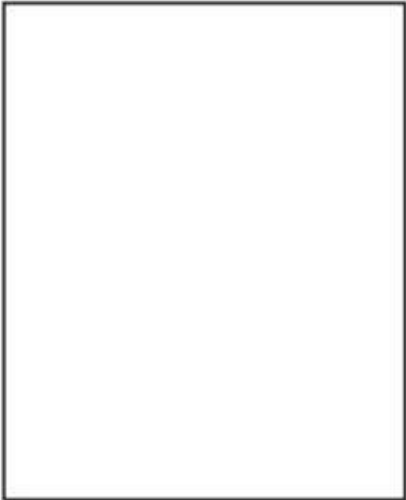
Please attach the requisite photographs (Parents to sign across the photographs)



Child



Mother



Father



Person who picks the child from the Bus Stop / School

Dispersal Mode: School Bus / Pvt. Transport / On Foot

Emergency Contact Number:

Bus Route No.: Morning Bus Stop

Afternoon Bus Stop

MEDICAL DETAILS

(To be filled in Block Letter by Parents)

Student Name

Scholar No. Class / Sec.

Gender Male Female Date of Birth

--	--	--	--	--	--	--	--

History of any specific disease(s) / ailment:

.....

Does your child suffer any kind of allergies? Give details:

Medicines:

Food:

Any Other:

Any other disease / chronic ailment for which your child is on regular medication:

Disease	Medicine
.....
.....
.....

Any other relevant information:

.....

Person to be contacted in case of medical emergency:

Name(s): Relationship with child:

Contact number(s):

.....

Declaration

The details filled above are true to the best of my knowledge and I acknowledge the same.

.....

Parent / Guardian's Name

.....

Signature

OUR AIM

The school aims at imparting quality education for preparing students to be active players in the lifelong learning process. We seek to preserve and enhance the highest standards of excellence and prepare generations for the 21st century.

- It is our constant endeavor to provide a conducive environment where each child is eager to learn and to give back to society.
- We are in a constant pursuit to augment and sharpen the academic and other characteristic traits of our students and will leave no stone unturned to chisel their inherent potential.
- We strive to equip our students with self-confidence, independence and the understanding that duties always precede rights.
- We attempt to ensure that our students become empathetic and responsible global citizens.

SIGNIFICANCE OF THE SCHOOL EMBLEM

The Emblem is a reflection of the spirit of our institution . It depicts a lamp of knowledge and our motto, "Tamso Ma Jyotirgamyā", which means moving from darkness (ignorance) to light (wisdom) and intends to ignite the flame of learning.

VISION

We aim to nurture happy and confident children by providing child centric learning. Our endeavor is to promote creativity, environmental sensitivity and academic excellence. We help inculcate a spirit of life long learning, for our children to become effective change agents.

SCHOOL DAYS & TIMINGS

DAYS : MONDAY TO FRIDAY - WINTER & SUMMER

CLASS	TIMINGS
Pre-Nursery	8:30 a.m. to 11:30 a.m.
Nursery to Prep	8:00 a.m. to 12:00 noon
Class I to V	8:00 a.m. to 2:00 p.m.
Class VI to XII	8:00 a.m. to 2:00 p.m.

Office hours : 9:00 a.m. to 1:00 p.m.

The school office will remain closed on 3rd Saturday.

Collection of Fee : 9:00 a.m. to 1:00 p.m.

School Supply Store : 8:00 a.m. to 2:00 p.m. (for students)

: 9:00 a.m. to 1:00 p.m. (for parents)

IMPORTANT NOTE:

- Entry of parents is restricted from 11:30 a.m. to 12 noon and 1:40 p.m. to 2:15 p.m. for smooth dispersal of students.
- No student is permitted to enter school premises once the gate is closed at 8:00 a.m.

PTM SCHEDULE (Sr.)

April 1, 2023	Parent Orientation VI & VII A - E
April 3, 2023	Parent Orientation VII F - K and VIII
April 4, 2023	Parent Orientation Class IX
May 13, 2023	Class VI - VIII
May 27, 2023	Class IX - XII
August 26, 2023	Class VI - VIII Class IX - XII
October 7, 2023	Class VI - VIII Class IX - XII
December 23, 2023	Class VI - VIII
December 30, 2023	Class IX - XII
February 7, 2024	Class IX - XII Class VI - VIII
March 23, 2024 (Paper Showing)	Class VI - VIII

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

OUR PLEDGE

India is my country and 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 respect to my parents, teachers and
all elders 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.

PRAYERS

We thank you God for giving us this day
We pray that you bless us in our work and our play
Bless our parents and our teachers too
For helping us in all that we do
We thank you for food, for home, and for rest,
And for being at our side when we are brought to the test
Bless our dear school and our motherland
Show us the way to walk hand-in-hand
Teach us the importance of working side by side
In your loving grace may we always abide

May we follow the path of goodness,
as the Sun and the Moon follow
their path. May good thoughts
come to us from every side.
May we, with our ears, hear
what is good, and
with our eyes, see
what is good.
Thanks be to God.

Master, give us this day
hard work to do, work that will
tax us and strain us,
work that will stretch our
muscles and engross our
minds, work that will
employ all our powers of
body and intellect and heart.
Thanks be to God.

WHERE THE MIND IS WITHOUT FEAR

Where the mind is without fear and the head is held high
Where knowledge is free
Where the world has not been broken up into fragments
By narrow domestic walls
Where words come out from the depth of truth
Where tireless striving stretches its arms towards perfection
Where the clear stream of reason has not lost its way
Into the dreary desert sand of dead habit
Where the mind is led forward by thee
Into ever-widening thought and action
Into that heaven of freedom, my Father, let my country awake.

- Rabindranath Tagore

●

ABIDE WITH ME

Abide with me, the day has just begun.
Sun with its brightness, starts its race to run.
After the dreary night I came to Thee
During this day O Lord Abide with me
Be thou my guide and refuge on this day
Hold me from all the pit-falls in the way.
Grant that I may on this day be with you
Hear thou my prayer O Lord Abide with me.

त्वमेव माता च पिता त्वमेव
त्वमेव बन्धुश्च सखा त्वमेव ।
त्वमेव विद्या द्रविणं त्वमेव
त्वमेव सर्वम् मम देवदेवः ॥

या कुन्देन्दु तुषार हार धवला
या शुभ्रवस्त्रावृता ।
या वीणा वरदण्डमण्डितकरा
या श्वेत पद्मासना ॥

या ब्रह्माऽच्युत शङ्कर प्रभृतिभिः
देवैः सदा वंदिता
सा माम् पातु सरस्वती भगवती
निःशेष—जाड्यापहा ॥

हे प्रभो आनन्द दाता, ज्ञान हमको दीजिए,
शीघ्र सारे दुर्गुणों को दूर हमसे कीजिये ।
लीजिए हमको शरण में हम सदाचारी बनें,
ब्रह्मचारी, धर्मरक्षक, वीरव्रतधारी बनें ॥

अमृत की बूँदें

गायत्री मन्त्र

ॐ भूर्भुवः स्वः तत्सवितुर्वरेण्यम्
भर्गो देवस्य धीमहि, धियो योनः प्रचोदयात् ।

भावार्थ : उस प्राण स्वरूप, दुखनाशक, सुखस्वरूप, श्रेष्ठ तेजस्वी, पाप नाशक
देव स्वरूप परमात्मा को हम अन्तरात्मा में धारण करें । यह परमात्मा
हमारी बुद्धि को सन्मार्ग में प्रेरित करें ।

गुरु स्तोत्र

गुरुर्ब्रह्मा गुरुर्विष्णुः गुरुर्देवो महेश्वरः ।
गुरुः साक्षात् परब्रह्म तस्मै श्रीगुरवे नमः ॥

त्वमेव माता च पिता त्वमेव
त्वमेव बन्धुश्च सखा त्वमेव।
त्वमेव विद्या द्रविणं त्वमेव
त्वमेव सर्वम् मम देवदेवः॥

भावार्थ : तुम ही मेरी माता हो और पिता भी तुम्हीं हो। तुम ही मेरे भाई हो और मित्र भी तुम्हीं हो, तुम्हीं विद्या हो, तुम्हीं धन हो। हे देवताओं के भी पूजनीय ईश्वर! आप ही मेरे लिए सब कुछ हो।

सरस्वती वन्दना

या कुन्देन्दु तुषार हार धवला या शुभ्रवस्त्रावृता
या वीणा वरदण्डमण्डितकरा या श्वेत पदमासना।
या ब्रह्माऽच्युत शङ्कर प्रभृतिभिः देवैः सदा वंदिता
सा माम् पातु सरस्वती भगवती निःशेष-जाड्यापहा ॥

भावार्थ : जो कुंद, चन्द्र और बर्फ के समान सफेद व साफ वस्त्रों में सुसज्जित हैं, जिनके हाथ वीणा के सुन्दर दण्ड से सुशोभित हैं और जो देवी सफेद कमल के पुष्प के आसन पर बैठी हैं, जो ब्रह्मा, विष्णु, शिव आदि देवताओं के द्वारा सदैव पूजित हैं, वही माँ सरस्वती देवी मेरी बुद्धि की जड़ता को दूर करें।

ॐ सर्वे भवन्तु सुखिनः। सर्वे सन्तु निरामयाः
सर्वे भद्राणि पश्यन्तु। मा कश्चित् दुःखभाग भवेत्॥

भावार्थ : हे ईश्वर! संसार में सभी सुखी रहें, सभी निरोग रहें सब अच्छा देखें और किसी का दुर्भाग्य न हो।

ॐ असतो मा सद्गमय, तमसो मा ज्योतिर्गमय।
मृत्योर्माऽमृतं गमय, ॐ शान्तिः। शान्तिः। शान्तिः।

भावार्थ : हे ईश्वर! मुझे असत्य से सत्य की ओर ले चलो। अंधकार से प्रकाश की ओर ले चलो। मृत्यु से अमरता की ओर ले चलो। हे ईश्वर! सब ओर शान्ति रहे, शान्ति रहे, शान्ति रहे।

भजन

इतनी शक्ति हमें देना दाता, मन का विश्वास कमजोर हो ना।
हम चलें नेक रस्ते पे हमसे भूलकर भी कोई भूल हो ना।।

दूर अज्ञान के हों अंधेरे, तू हमें ज्ञान की रोशनी दे।
हर बुराई से बचते रहें हम, जितनी भी दे भली जिन्दगी दे।।

बैर हो न किसी का किसी से, भावना मन में बदले की हो ना।
हम चलें नेक रस्ते पे हमसे, भूलकर भी कोई भूल हो ना।।

हम न सोचें हमें क्या मिला है, हम ये सोचें किया क्या है अर्पण।
फूल खुशियों के बाँटें सभी को, सबका जीवन ही बन जाये मधुवन।।

अपनी करुणा का जल तू बहाकर, कर दे पावन हर इक मनका कोना।
हम चलें नेक रस्ते पे हमसे, भूलकर भी कोई भूल हो ना।।

तू ही राम है, तू रहीम है, तू करीम, कृष्ण, खुदा हुआ,
तू ही वाहे गुरु, तू ईशु मसीह, हर नाम में तू समा रहा।
तेरी जात-पात कुरान में, तेरा दर्श वेद पुराण में,
गुरु ग्रंथ जी के बखान में, तू प्रकाश अपना दिखा रहा।
तू ही राम है, तू रहीम है, तू करीम, कृष्ण, खुदा हुआ।।
अरदास है कहीं कीर्तन, कहीं राम धुन कहीं है भजन,
विधि वेद का है ये सब वचन, तेरा भक्त तुझको बुला रहा।
तू ही राम है, तू रहीम है, तू करीम, कृष्ण, खुदा हुआ।।

तेरी है ज़मी तेरा आसमाँ

तेरी है ज़मी तेरा आसमाँ
तू बड़ा मेहरबान तू बख्शीश कर ॥
सभी का है तू सभी तेरे खुदा मेरे
तू बख्शीश कर ॥

1. तेरी मर्जी से ए मालिक हम इस दुनिया में आए हैं,
तेरी रहमत से हम सबने, ये जिस्म और जान पाए हैं ।
तू अपनी नज़र हम पर रखना, किस हाल में है ये खबर रखना ॥
तेरी है.....
2. तू चाहे तो हमें रखे, तू चाहे तो हमें मारे,
तेरे आगे झुका कर सर, खड़े हैं आज हम सारे ।
ओ सबसे बड़ी ताकत वाले, तू चाहे तो हर आफत टाले ॥
तेरी है.....

हम को मन की शक्ति देना

हम को मन की शक्ति देना, मन विजय करें,
दूसरों की जय से पहले, खुद को जय करें ॥

1. भेद-भाव अपने दिल से साफ कर सकें,
दूसरों से भूल हो तो माफ़ कर सकें ।
झूठ से बचे रहें सच का दम भरें ॥
दूसरों की जय.....
2. मुश्किलें पड़ें तो हम पे इतना कर्म कर,
साथ दें तो धर्म का चलें तो धर्म पर ।
खुद पे हौसला रहे बदी से ना डरें ॥
दूसरों की जय.....

3. ऊँच-नीच जात-पात सब मिटा सकें,
आत्मा है एक सब में सबको ज्ञान दें।
कर्म ही हो सबका धर्म ऐसा सब करें ॥
दूसरों की जय.....

विद्यालय गीत

तमसो मा ज्योतिर्गमय
असतो मा सदगमय
मृत्योर्मा अमृतं गमय

तमसो मा ज्योतिर्गमय का भाव लेकर हम जैपुरियन चले।
तेरी दिव्यज्योति से लाखों दीप जले ॥

साहस है, बल है, श्रम है, हम नहीं किसी से कम हैं।
पथ देती खुद मझधार रूके कभी भी न पतवार ॥

दुनियावाले साथ हमारे कदम से कदम मिलाएंगे।
हर पग, हर क्षण जगमग जगमग दीप से दीप जलाएंगे ॥

तमसो मा ज्योतिर्गमय का भाव लेकर हम जैपुरियन चले।

विश्व को हम जीतेंगे ज्ञान, कला और शक्ति से।
प्रेम की धारा बहेगी, सुख करुणा और भक्ति से ॥

भारत के हम वासी हैं, देश को स्वर्ग बनाएंगे।
तभी सही अक्षर में हम जैपुरियन कहलाएंगे।

तमसो मा ज्योतिर्गमय का भाव लेकर हम जैपुरियन चले ॥

वन्दे मातरम्

वन्दे मातरम्

सुजलाम्, सुफलाम्, मलयज, शीतलाम्
शस्य श्यामलाम् मातरम् ।

शुभ्र ज्योत्स्ना पुलकित यामिनीम्
फुल्ल कुसुमित द्रुमदल शोभिनीम् ।

सुहासिनीम् सुमधुर भाषिणीम् ।

सुखदाम्, वरदाम् मातरम्

वन्दे मातरम्

(बंकिम चन्द्र चटर्जी)

राष्ट्रीय गान

जन-गण-मन अधिनायक जय हे,

भारत-भाग्य विधाता ।

पंजाब-सिन्ध-गुजरात-मराठा,

द्राविड़ उत्कल बंग ।

विन्ध्य-हिमाचल-यमुना-गंगा,

उच्छल-जलधि तरंग ।

तव शुभ नामे जागे,

तव शुभ आशिष माँगे ।

गाहे तब जय गाथा ।

जन-गण-मंगल दायक जय हे ।

भारत-भाग्य विधाता ।

जय हे, जय हे, जय हे,

जय-जय-जय-जय हे ।

(रबीन्द्रनाथ टैगोर)

OUR FACILITIES

School Supply Store

The school has a School Supply Store which operates during the school hours and provides text books, note books, stationery & uniform at moderate rates.

LIBRARY

- i) The school maintains three well-stocked, computerised libraries and two reading rooms.
- ii) Newspapers and magazines are provided in addition to a wide range of books which also include dictionaries, encyclopedias, books on general knowledge and yearly magazines.
- iii) The library provides teachers with a vast range of reference books and other resource materials to enhance their teaching.
- (iv) E-library is available for parents and students.

LIBRARY FINE

- A. Late Fine - After 7 days ₹1.00 per day.
- B. Loss of Book - To be replaced with the same book or cost of the book to be paid.

INFRASTRUCTURE

All class-rooms, activity-rooms, science and mathematics laboratories, library, etc., are air- conditioned for greater efficiency and to protect children of tender age from air & noise pollution.

The school has its own tube-well for water supply and stand-by generators with a total capacity of over 1765KW to ensure uninterrupted power supply even for the air-conditioning units. Smart Board is used in every class for effective teaching and learning of concepts.

COMPUTER FACILITIES

School has seven well equipped computer labs which provide 'IT' integration programme from grades I - XII.

CENTRE FOR INNOVATION

Atal Tinkering Lab (ATL)

To promote a culture of entrepreneurship, scientific temperament, innovation, creativity and to develop 21st-century skills among students, the school has a dedicated area – Maker Space / Engineering lab & AI Lab/ Atal Tinkering Lab.

The lab contains educational and 'do it yourself' kits and equipment related to science, electronics, robotics, open source microcontroller boards, sensors, 3D printers etc.

The lab has been conferred with the prestigious 'All India Council for Robotics & Automation (AICRA) Award' for being the best Stem Education Provider for two consecutive years.

LANGUAGE LABS

The school relentlessly endeavors to provide the best infrastructure to the students of the school and understands the importance of inculcating effective and impeccable communication skills. Two digitally equipped multi-media language labs were added to the plethora of education edifices existing the school for enhancing the communication skills, clarity and confidence of the young learners. The methodology is a blend of Instructor Led Training (ILT) and Computer Based Training (CBT) modules followed by practice sessions and evaluation. The sessions are designed so that the course follows a parallel structure in which concepts are introduced in the ILT sessions, reinforced with practice and innovation in the CBT sessions simultaneously implementing the curriculum followed by the school. The language laboratory is very useful for assessing students' speech. It provides students with the technical tools to get the best samples of pronunciation of the language. The multi-media devices used in the laboratory will stimulate the eyes and ears of the learner to acquire the language quickly and easily. The laboratory's collection is designed to assist learners in the acquisition and maintenance of aural comprehension, oral and written proficiency, and bring cultural awareness. We, thus, aspire to provide the best to live up to our school motto.

MEDICAL FACILITIES

The school has two fully functional medical unit under the care of a qualified doctor and nurse. Biennial medical check-ups for the entire school are done as a routine.

REQUISITE SAFETY, SECURITY AND WELFARE

- The School follows appropriate safety & security measures in order to provide a safe & secure environment to all the children.
- The safety and welfare of all students and staff is of fundamental importance and the school is constantly working towards the betterment of every student and shall continue to do so.
- The boundary wall around the school is 11 feet high with concertina coil (Barbed Wire).
- The design of the building is as per stipulations laid by the municipality. Necessary fire equipment is installed and fire and earthquake resistant building material is used. Iron grills on classroom and corridor windows are fitted for the safety of the students. Fire equipments, safety drills are in place. There are trained security personnel. All school gates (points of entry / exit) are manned by highly trained security staff. Fool proof safety measures are in place. The entire school building and campus is covered by CCTV cameras as security measure.
- Trained teachers supervise students during the school trips and tours. Students are provided training in dealing with fire hazard, evacuation of building, road safety by trained personnel. Disaster management is taught as a part of the curriculum.
- The entire school teaching and non-teaching staff including class-IV employees is verified by police through SSP Ghaziabad before appointment.
- All lady staff have been appointed in pre-primary and primary blocks.
- The School is a tobacco & smoking free zone.

HOUSE SYSTEM

In order to realise the highest ideal of education, nurture the sterling qualities of well rounded personalities and inculcate a healthy competition, the school has been divided into the following four Houses:

a)	Ganga	Maroon Colour
b)	Godavari	Yellow Colour
c)	Krishna	Green Colour
d)	Narmada	Blue colour

Such a division is intended to inculcate and awaken in the child, a striving for excellence and to place this precious acquisition of his, at the service of the community and the nation.

Each child from class I - XII is a member of any one House, supervised by a House-Incharge and is assisted by a team of teachers and students in managing the day-to-day commitments and for encouraging student participation.

Note : House uniform is compulsory during summers on every Thursday.

SCHOOL ASSEMBLY

The school conducts morning assembly for all the students and staff members. Assemblies conducted by various classes are theme based educative, informative and involve active participation of students. Themes for the assemblies cover a wide range of topics. Assemblies are well planned and made interesting through dramatization, skits and presentations. Important announcements are made and students are updated about the latest happenings in school through campus news, thus, bringing the whole school together. Eminent visitors from all walks of life are also invited to address the students during assemblies. Special assembly is held on important days.

ACTIVITY CLUBS

SPORTS	AESTHETICS
• Yoga	• Fine Arts-Madhubani, Warli, Paper Craft
• Volleyball	• Pottery
• Basketball	• Music-Vocal
• Karate	• Dance- Bharatnatyam & Kathak
• Taekwondo	• IT- Coding
• Table Tennis	• Reading Club
• Badminton	• Public Speaking
• Gymnastics	• Theatre/Dramatics
• Aerobics	• Science Club
• Football	• Logical Reasoning
• Chess	• MasterChef Club
• Skating	• Interact Club
• Fitness	• Environment Club
• Cricket	• Website Designing
	• Heritage Club
	• Handicraft Club
	• Radio Sparks
	• Quiz Club
	• Debate Club
	• Media Buzzer (IX-XII)
	• Entrepreneurship (IX-XII)
	• MUN
	• Electoral Club (IX-XII)
	• Photography, Videography

SCHOOL POLICIES

GENERAL ADMISSION

1. **Admission to Pre-Nursery and Nursery starts in the month of August. The children should be in the age group of 2+ to 3+ for Pre-Nursery and 3+ to 4+ for Nursery as on 1st April of the session in which admission is sought.** The children from the neighbourhood area are given preference.
2. **Registration Process:**
 - **OFFLINE:** Prospectus/Application forms for admission to nursery are available on payment of ₹ 500/- only, from the school office on all working days between 9:00 a.m to 1:00 p.m. for a specified period. Application Form should be submitted back by the due date along with registration fee of ₹ 1000/- (Non refundable).
 - **ONLINE:** Application / Registration form is to be filled online that is available on the school website: www.jaipuria.edu.in/ghaziabadschool
3. Entrance assessments are conducted for admission to Class 2 and above. Parents are given syllabus, time & date of the assessment at the time of registration.
4. Assessments for admission to class 6 onwards are held in December, subject to availability of seats.
5. **Parents are required to submit** one recent passport size photograph **along with a** photocopy of the Birth Certificate, Aadhar Card **and** Report Card **of the last class of their ward, at the time of registration for admission. The original copy of the documents must be produced for verification and Original TC to be submitted (class 2 onwards) at the time of admission.**

CHANGE OF ADDRESS

Parents are requested to inform the school office of any change of address/bus route, change of telephone number so that school records can be updated and you may be contacted quickly in case of necessity / emergency.

INSURANCE

Insurance of all students and parents has been introduced in the Year 2010.

FEE POLICY

Payment Schedule

Ist quarter (April to June)	:	April (1st to 20th)
IInd quarter (July to Sept.)	:	July (1st to 20th)
IIIrd quarter (Oct. to Dec.)	:	October (1st to 20th)
IVth quarter (Jan. to March)	:	January (1st to 20th)

Note:

- If the "Last Date of payment" is a holiday, then the next working day after such holiday is considered to be the "Last Date of Payment".
- Issuing of fee reminders is not mandatory for school. It is the duty of parents to deposit the fee as per the above schedule.

1. At the time of admission, fee is payable by bank-draft/pay order only, at the school office. Refund of fee on withdrawal will be as per the School policy.
2. Fee is to be paid in advance for every three months before 20th of the first month. Fee once paid is not refundable, unless specified otherwise.
3. **Quarterly fee is payable by cheque / Demand Draft / Cash only at HDFC bank, Vasundhara, Ghaziabad** upto 20th of the first month of the quarter in which the payment falls due. Thereafter payment will be accepted by the school office through cheques only with late fine as applicable.
4. If the cheque is returned then the parent has to pay ₹500/- as Bank Charges.
5. Pay Order or Demand Draft should be in favour **SETH ANANDRAM JAIPURIA SCHOOL, GHAZIABAD**, payable at local banks.
6. **Fine for Late Payment after due date:**
Late Fee @ ₹20/- per day will be charged as a penalty after the due date which is 20th of the month till the 2nd month of the quarter (i.e. May, August, Nov & Feb). The name of the student will be struck off the school rolls if the due amount is not cleared till 20th of the 3rd month of the quarter (i.e. Jun, Sep, Dec & March). The student will be allowed to continue with the school after the due fee along with Re-admission charges of ₹ 5000/- is being paid.
7. Students of Class X and XII have to clear the fees for the complete session by December.

Note : Duplicate ALMANAC / I-CARD / REPORT CARD / TRANSFER CERTIFICATE (TC) will be issued on payment of ₹75/100/100/500 respectively.

Date: _____

Parent Signature

TRANSPORT POLICY

- Parent can avail school transport at the beginning of the session i.e. from April by filling up the transport form only.
- Bus routes are fixed and no change in route will be entertained.
- Students will be picked up from certain specified points and it is the sole responsibility of the parent to escort the pupil to and fro from the bus stop.
- Bus facility will not be provided in mid session for old students.
- Bus drivers and conductors are trained as per the R.T.A. norms.
- Bus drivers and conductors are verified by police through SSP Ghaziabad. The drivers and conductors are trained, constantly monitored and counseled by school transport department head. Teachers are in-charge of students in the school bus.
- Each school bus is equipped with a GPS, speed governor, first aid box and two ABC 6 kg fire extinguishers.
- Horizontal iron bars on windows are installed in each bus.
- Emergency contact numbers on the back of the buses are printed for cautionary measures.
- For withdrawal of transport facility, parent needs to give a prior notice of one month.
- In case of immediate withdrawal, transport fee for one month will be charged.

WITHDRAWAL POLICY

Parents are required to give advance notice of at least a month for the withdrawal of their wards, otherwise a notice fee equivalent to the fee for one month will be charged.

STUDENT DISCIPLINE POLICY

Personal Discipline

The School expects:

- A high standard of personal behaviour from students when within the premises.
- Students must refrain from offensive, insulting or derogatory language or conduct within the School Compound.
- Students respect and show courtesy to everyone and interact politely with teachers, admin staff, support staff and peer mates at all times
- Students should keep a check on their behaviour and attitude. If interaction between students is unruly and disrespectful, it may result in disciplinary action, involving suspension or even expulsion.

General Discipline

Each student must:

- Be punctual to School. Habitual late comers are liable to face disciplinary action. (School Timings 8:00 am-2:00 pm. Students must reach school 10 minutes before the start of the school). Late comers are not allowed to join the school on that day.
- Mark their belongings for easy identification. The School cannot be held responsible for the loss of personal items.
- Appear well groomed and maintain the uniform in a neat and clean condition. Girls with short hair should pin them back neatly; long hair to be braided neatly with white hair bands. Hair colouring strictly not allowed.
- Not wear any jewellery to school.
- Keep the School neat, tidy and take care of school property. **ANY DAMAGE TO IT WILL RESULT IN IMPOSITION OF A FINE OR REPLACEMENT OF THE ITEM.**
- Not move out of the School Campus, once in School, without the permission of the teacher.
- Carry, at all times, the identification cards provided by the School and show the I Card, if required, at the time of dispersal. The loss of the card should be immediately reported to the concerned School authorities
- Not carry electronic/communication devices such as i-pods, mobile phones etc. without special permission. If, at all, needed to be brought to School for specific teaching / learning purposes, take permission and hand them over to the class teacher. If mobile phone is found on the student, it will be confiscated.
- Not carry excessive cash or expensive articles/ items to school. The school will not be responsible for goods, articles, money or books lost by the students.
- Not misbehave while using school transport.
- Not travel to school on scooter/motorcycles, which is completely prohibited.
- During an emergency, use the telephone at the reception desk to make a call.
- Carry the Almanac to the School every day and use it effectively.
- Not use unfair means during the exam. If a student is found doing so, then appropriate disciplinary action will be taken which may include non promotion to the next class.

Conditions for strict disciplinary action:

- a) Absence from Assembly (while present in the School).
- b) Absence from 'Class' and unexplained loitering.

- c) Scribbling graffiti.
- d) Unruly movement or making unwanted noise in the corridors or inside the building.
- e) Insubordination.
- f) Use of foul language
- g) Vandalization of School property or any other form of vandalism.
- h) Wearing improper, incorrect or incomplete uniform.
- i) Creating undesirable chaos during dispersal after the Assembly.
- j) Staying outside the classroom or building even after the break is over.
- k) Stealing.
- l) Bunking Classes/School.
- m) Possessing books and materials which may be classified as obscene.
- n) Misconduct while travelling in the school bus.
- o) Misuse of internet in Computer Lab.
- p. Prefects may check students any time during the day for improper uniform and may also confiscate items which they feel is not a part of the uniform.
- q. Carrying mobile phones or any other electronic devices.

Disciplinary action for serious offences:

Cheating in examinations, stealing, physical violence, damaging school property, violation of cyber laws and the like, would be dealt with severely. **Such activities could lead to immediate suspension/expulsion depending on the severity of the offence.**

Conditions for expulsion:

- A) A student caught indulging in some highly undesirable activity will be expelled immediately from the school.
- B) A student who fails in a class for two successive years or fails twice in three years will be withdrawn by the parents at the end of the session.
- C) Any student caught cheating or using unfair means during the examination/test may not only be given zero in the subject concerned, but an incident of this nature may lead to his/her expulsion from the school.
- D) In case a student stops attending school without any information to the school authorities, his/her name will be struck-off the rolls, 15 days after he/she stops attending the school.

Parents' responsibility towards student discipline:

Parents are required to cooperate with the School in developing their children into balanced, progressive, morally strong and disciplined youth, by helping their children to observe the general code of conduct in and outside the school. Misbehavior in the school is dealt by the Discipline Committee of the School. Recurrence of such acts may lead to expulsion of the defaulting student from the school. However, punishment is administered only with a view to correct the defiant behaviour of the child. The Principal has the right to refuse continuation of studies to any pupil whose conduct is unsatisfactory.

Declaration

We have read the contents of this Almanac carefully and acknowledge the same.

Specimen Signature of Parents / Guardian Father Mother Guardian (Relationship)

UNIFORM POLICY

'Uniform shows that you are part of an institute. Wearing it says we are all in this together.'

School uniform teaches students to dress smartly and take pride in their appearance. It improves their learning by reducing distraction and sharpening focus on schoolwork making the classroom a more serious environment. It instils pride, unity, team mentality and school vanity.

It creates an environment where discipline is emphasised. Meeting a school uniform code requires a certain level of discipline from the students. It also requires parental discipline to ensure their child is meeting expectations. When discipline is practiced, it can be applied to other aspects of life. Children in school uniforms may find it easier to stay focused on their studies.

Our school uniform is part of our school identity, uniting our students and we hope that they take pride in wearing it.

The school uniform is also available at the school supply store in the school campus.

SUMMER UNIFORM:

Girls/Boys (Pre-Nursery to Prep.)

- Half Sleeve Cream T-shirt.
- Orange Skirt / Blue shorts.
- Black velcro shoes for girls & boys.
- White socks with orange stripes for girls.
- White socks with blue stripes for boys.

Girls/Boys-Class I to XII

- Half sleeved white shirt with school monogram.
- Grey pleated skirts/shorts/trousers for class I to V.
- Knee length divided skirts for girls with cycling shorts (compulsory) and trousers for boys are compulsory from class VI onwards.
- Black sports shoes.
- Plain grey socks.
- Belt with school monogram.

WINTER UNIFORM:

Girls/Boys (Pre-Nursery to Prep.)

- Orange Track Suit.
- Full Sleeved White Shirt.
- Maroon Cap.
- Blue Woolen Socks.
- Black velcro shoes for girls & boys.

Girls/Boys (Class I to XII)

- Full sleeved white shirt with School Monogram.
- Knee length Grey pleated woolen divided skirt (Girls) with cycling shorts (compulsory) & grey woolen trousers (Boys).
- Woolen trousers optional for girls of class I to XII.
- Woolen socks with broad maroon strips for girls.
- Woolen socks with 2 fine stripes for boys.
- School tie & belt.
- Maroon blazer with school monogram is compulsory.
- Maroon sleeveless pullovers.
- Black sports shoes.

Note : It is mandatory for girls to wear only grey stockings with woolen socks.

HOUSE DRESS:

Class VI - XII (To be worn on every Thursday)

- House T-shirt : For all girls and boys.
- White Trousers : For boys from class V & above.
- White divided Skirt : For girls from class III & above.
- White socks striped with House colour.
- White sports shoes.

Note : Light Blue Patka for Sikh Boys.

HOMEWORK POLICY

Homework contributes towards building responsibility, self-discipline, lifelong learning habits, master skills and reinforce knowledge attained in the class. The school/teachers take effort in assigning homework with increasing complexity and time requirement as the students progress through the session.

Purpose of Homework Grades (K-12)

- Allows for practicing, extending and consolidating work done in class, basic skills and knowledge
- Establishes a routine of home study for the children.
- Provides training for students in planning and organizing time
- Develops and extends the core learning skills of inquiry and independent study for students.
- Establishes habits of study, concentration and self-discipline
- Strengthens home-school links
- Reaffirms the role of parents as partners in education
- Provides parents with insights into what is being taught in the classroom and the progress of the children

General Principles (KG-12)

Home work can be assigned as:

- **Practice Exercise:** These help students to remember and practice newly acquired skills - such as practicing alphabets, phonics, spelling of words, extended writing skills and reading for pleasure, depending on the level of the class.
- **Preparatory Homework:** This requires students to search for and read background information to prepare them for future lessons on a specific subject -
- **Extension Assignments:** These encourage students to pursue knowledge individually and imaginatively. Assignments may include short/extended projects, writing a book review, practicing what was taught in class or undertake research to enhance learning.

Teachers role will be to:

- Give assignments on regular basis
- Give clear, concise directions; allow time for student questions, provide legible worksheet/ assignments.
- Provide a balance between long - range and short-term assignments
- Ensure that students, who are absent, know how they may make-up homework.

Students role will be to:

- Ask questions when necessary to clarify the assignment.
- Follow a schedule and keep materials in order.
- Submit neat, accurate and meaningful homework on time.
- Plan a schedule for completion of long-term assignments.
- Complete the homework given when they were absent from school.

* **Note: The teachers set suitable amounts of homework which are varied and at an appropriate level considering the age, stage of schooling and capabilities of students.**

HOMEWORK**Class VI to Class VIII**

Homework at this level will be regularly assigned in core curriculum areas, not necessarily daily. Whenever possible, guided practice would be provided for students prior to independent practice being assigned to students as homework. Weekend or holiday assignments will be largely for projects or makeup work. It is the student's responsibility to complete homework assignments including requesting the teacher for assignments missed due to absenteeism.

Class IX to Class XII

Regular homework will be assigned in each subject. The total daily hours required to complete assignments will vary according to the subjects the student has chosen to take. Voluntary homework will be given.

EXAMINATION AND PROMOTION POLICY

ASSESSMENT & EXAMINATION FOR CLASSES VI-VIII

SCHOLASTIC AREA : Whole academic year will be divided into two terms.

Type of Assessment	Month	Term wise marks
TERM-I (April- September)		
Periodic Test – I	May - August	25 marks 25 marks will be brought down to 10
Internal Assessment – I	July - August	Notebook submission (5) Subject enrichment (5)
Term – I	September	80
Total	10+5+5+80	100
TERM-II (October- March)		
Periodic Test – II	November - January	25 marks 25 will be brought down to 10
Internal Assessment-II	December - January	Notebook submission (5) Subject enrichment (5)
Term-II	March	80
Total	10+5+5+80	100
Cumulative Result	TERM-1 + TERM-2	100+100 =200

• **Grading Scale for Scholastic Areas:**

Marks Range	Grade
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
32 & below	E

• **CO-SCHOLASTIC AREAS:**

(a) Work Education (b) Art & Craft (c) Health & Physical Education (d) Music / Dance

- Co-scholastic activities will be graded term-wise on a 3 point grading scale (A=Outstanding, B= Very Good, C= Fair)
- A student must secure 33 % marks in internal as well as Term exams for promotion to the next class .
- In case a child is absent on the scheduled PT / Term exam he / she will be marked zero. No retest will be taken .

If a scribe is required in case of emergency a prior permission atleast three days before the exam should be taken.

ASSESSMENT & EXAMINATION FOR CLASS-IX & X (Subject to change as per CBSE Guidelines)

The Assessment scheme will have an 80 marks component for Board examination (Class X) and Annual Examination (Class IX) in all scholastic subjects along with a 20 marks component of Internal Assessment as follows :

A) SCHOLASTIC AREAS

	Pen Paper Test	5 marks
INTERNAL ASSESSMENT	Multiple Assessment strategies to be used. (quizzes, oral test, concept map, exit cards, visual expression etc.)	5 marks
	Subject enrichment	5 marks
	Portfolio	5 marks
ANNUAL EXAM		80 marks
TOTAL		100 marks

Preboard-I will be conducted in the month of Nov. - Dec. and Preboard-II will be conducted in the month of January.

Kindly Note :

- Two periodic tests for class IX and one for class X will be conducted throughout the session. One periodic test scheduled in Term –I will be of 25 marks and one periodic test scheduled in Term-II will be of 25 marks in each subject.
- Two multiple assessments of 10 marks each will be conducted in each subject.
- Annual Exam (Class IX) and Board Exam (Class X) will cover the whole syllabus in all the subjects.
- A student must secure 33 % marks in internal as well as Term exams for promotion to the next class.
- In case a child is absent on the scheduled PT / Term exam he / she will be marked zero . No retest will be taken.
- If a scribe is required in case of emergency a prior permission at least three days before the exam should be taken.
- A student who fails in a class for two successive years or fails twice in three years will have to be withdrawn from the school.

• **Grading Scale for Scholastic Areas (Class IX):**

Marks Range	Grade
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
32 & below	E

• **Grading Scale for Scholastic Areas (Class X):**

A1	1 Top 1/8th of the passed candidates
A2	2 Next 1/8th of the passed candidates
B1	1 Next 1/8th of the passed candidates
B2	2 Next 1/8th of the passed candidates
C1	1 Next 1/8th of the passed candidates
C2	2 Next 1/8th of the passed candidates
D1	1 Next 1/8th of the passed candidates
D2	2 Next 1/8th of the passed candidates
E	Failed candidates

B) CO-SCHOLASTIC AREAS :

Students will be graded for Art Education & Health and Physical Education (Work Ex Subsumed) on a five point scale (A-E)

ASSESSMENT & EXAMINATION FOR CLASS XI

For class XI the examination shall be conducted in two terms - Term I and Term II and the final result will be based on the following assessments.

Type of Assessment	Month	Term wise Marks
TERM-I		
Periodic Test - I	July - August	25 marks
Term - 1 Exam	September	100 marks
TOTAL - 125 marks		
TERM-II		
Periodic Test - II	November - January	25 marks
Annual Examination	February	100 marks
TOTAL - 125 marks		
Final Result (250 marks) - Term I (125 marks) + Term II (125 marks)		

ASSESSMENT & EXAMINATION FOR CLASS X AND XII

Type of Assessment	Month	Term wise Marks
TERM-I		
Periodic Test -I	May-August(Class X) July-August(Class XII)	25 marks
Term I	September	100 marks

TERM-II		
Preboard - I	November-December	100 marks
Preboard - II	Januray	100 marks

Note: The exam schedule is subject to change as per CBSE guidelines.

Kindly Note:

- For Term-II examination, question papers shall be set from the term syllabus, strictly as per CBSE guideline.
- Promotion is granted on the basis of the performance of the student during the entire session.
- A students must secure at least 33% in all the subjects individually and in aggregate in theory as well as practical subject separately for fulfilling the pass criteria.
- In case the student has secured less than 33% in one subject only and 33% and more in all other subjects in theory and practical examination separately, student will be eligible for 'Retest' .
- In case the student has secured less than 33% in two or more subjects, he/she will not be eligible for 'Compartment' Examination and will be detained in the same class.
- The student must get minimum 'C' grade in Work Education.
- The Student must have a minimum of 75% attendance to be eligible to appear in Final Examination.
- It is mandatory for the student to appear in Periodic Tests, Pre-board and Term End Examination.
- No retest of any kind will be conducted if a student is absent on the day of examination.
- If any exam is postponed / preponed, it is mandatory for all to abide by school instructions. No application for a retest / re-exam will be entertained.
- The Medical certificate in case of medical leave should be submitted to the class teacher within a week of commencement of Exam.

PERIODIC TEST SCHEDULE

CLASS VI - VIII

PT-I	PT-II	VI	VII	VIII
17th May	8th Nov.	English	Hindi	Maths
5th Jul.	22nd Nov.	Maths	Science	S.St
12th Jul.	06th Dec.	Hindi	Sans/French/German	English
19th Jul.	13th Dec.	S.St	Maths	Science
26th Jul.	20th Dec.	Sans/French/German	English	Hindi
2nd Aug.	27th Dec.	Science	S.St	Sans/French/German

CLASS IX and XI

PT-I	PT-II	IX	XI
17th May	06th Dec.	AI/IT	-----
5th Jul.	22nd Nov.	English	English
12th Jul.	06th Dec.	Hindi	Maths / Applied Maths
19th Jul.	13th Dec.	S.St	Physics/Accounts/Pol Sc
26th Jul.	20th Dec.	Maths	Chem/B.St/Hist
2nd Aug.	27th Dec.	Science	Eco/Bio/Sociology
16th Aug.	17th Jan.	Sans/French/German	Optional Subject

CLASS X and XII

PT-I	X	XII
17th May	AI/IT	-----
5th Jul.	English	-----
12th Jul.	Hindi	English
19th Jul.	S.St	Chem/B.St/Hist
26th Jul.	Maths	Optional Subject
2nd Aug.	Science	Eco/Bio/Sociology
16th Aug.	Sans/French/German	Physics/Accounts/Pol Sc
23rd Aug.		Maths

* Test schedules are subject to change.

AWARDS AND SCHOLARSHIP POLICY

AWARDS

School provides recognition to the students through various awards which motivates them to showcase their potential to the fullest. Students have to meet certain criteria of excellence to be eligible for these awards.

CRITERIA FOR ACADEMIC EXCELLENCE

CBSE TOPPERS

CLASS X & XII

- Students who secure National Rank I, II or III in Class X & XII CBSE board exams are rewarded with a cash prize.
- Top Five rank holders are felicitated on Founders Day.

NTSE SCHOLARS

CLASS X & XII

Students who qualify the prestigious NTSE exam are felicitated with a cash prize.

HALL OF FAME

CLASS III to IX

Class toppers for three consecutive years are entitled for this award.

SCHOLAR AWARD

CLASS I to IX & XI

Section Toppers of each class are awarded with a merit certificate and a token of appreciation.

Class toppers of each class are felicitated on Founders Day by the Chief Guest.

FULL ATTENDANCE

Students who are regular to the school and attend the school on all working days are rewarded with FULL ATTENDANCE AWARD. Students taking half day leave will not be eligible for the award.

SCHOLARSHIPS

- Merit Scholarship of ₹ 1000/- p.m. i.e. ₹ 12,000/- per annum to those who stand first in the whole class from Class 1 onwards.
- Concession in the composite fee will be provided for class XI students as per the school policy.

ROLE OF PARENTS

- 1) Parents are expected to co-operate with the school authorities in maintaining punctuality, regularity and discipline.
- 2) Parents should ensure that their ward takes active interest in school activities.
- 3) Parents are required to sign their ward's Progress Report.
- 4) Private tuition is not encouraged. Parents must not encourage teachers of the school as private tutors of their wards. In case a defiance is reported, disciplinary action will be taken against both the ward and the teacher concerned.
- 5) Parents/Guardians are requested not to visit the classes or meet the teacher (in school campus) without the prior permission of the Principal / Vice Principal / Head Mistress.
- 6) Parents are required to notify the school of any change in their address or telephone number.
- 7) All communications with the school should bear the name, class and section of the student.
- 8) All belongings of students should bear their name and class. The school will not be responsible for any losses.
- 9) Parent-Teacher meetings are held regularly to provide an opportunity for exchanging views on the progress of the students. Parents should attend the PTM's.
- 10) Besides PTM days, the parents can meet the teacher on any day designated by the teacher, with prior appointment.
- 11) Stay connected with school through initiatives like Coffee Mornings, Parent Powerhouses, Care Calls and Tele calls.
- 12) Parents are requested to ensure that the birthday celebration of their child is confined to their classmates only. Children up to class V are allowed to wear smart casual clothes on their birthday classes. For Classes VI to XII, students have to wear their school uniform on their birthdays. Only sweets are to be distributed. Parents can donate a book to school library or gift a plant if they wish to.
- 13) Parents should ensure that they send their ward to school in proper and neat school uniform with polished shoes.
- 14) Parents are required to check their ward's almanac everyday and ensure they bring notebooks and books as per time table. Any note given by the teacher should be acknowledged with the signature of the parent.
- 15) In case of emergency only short leave will be sanctioned provided a written application is received from the parents.
- 16) Parents are requested not to take their child on half-day during PT/Exams.**
- 17) Parents are requested to be formally dressed up while entering school premises.

SAFETY NORMS FOLLOWED DURING ANY OUTBREAK

(1) FOR THE SCHOOL BUS

- School transport to be disinfected before they start plying and once they are back in school premises .
- Thermal Screening of each student will be done while boarding the school bus.
- School buses will ply with only 50% capacity and diagonal seating arrangement.
- Bus incharge will ensure that each student wears a mask and sits at the designated place.

(2) AT ENTRY AND EXIT POINTS

- Multiple gates will be for entry and exit, also, earmarking of classes for each gate will be done to avoid crowding.
- Entrance will have mandatory hand hygiene (Sanitiser or Dispenser) and thermal screening for all entering school premises.
- Public Announcement System will be used by the security officer to manage parents/guardians and guide students to maintain physical / social distancing.
- Floor markings will be done outside the gate for vehicle parking.
- Foot sanitisers will be kept at the gate and students / faculty members / visitors are allowed only after sanitisation.
- Anyone without a mask will not be allowed inside the school premises .
- Aarogya Setu app will be checked at school gate to ensure that the visitor is in safe zone.

(3) INSIDE SCHOOL PREMISES

a) CORRIDORS AND AREAS OUTSIDE CLASSROOMS

- Posters/messages/stickers and signages will be displayed at appropriate places in the school for reinforcing social distancing inside the classrooms, activity areas /rooms, libraries, washrooms, drinking water areas .
- Markings will be drawn on ground for children to follow them at different places .
- Different blocks will be used for entry and exit for students of different classes.
- Sanitisation machines are installed at reception area and outside office.
- All the washrooms are regularly monitored and cleaned after every 50 min.
- Isolation rooms will be created on each floor and infirmary is well equipped.

b) INSIDE CLASSROOMS

- Disinfection and sanitisation of all the classrooms will be done twice in a day
- All the windows and doors of the classrooms are kept open to ensure proper ventilation in the classrooms
- To maintain social distancing seats are arranged in such a manner to maintain a distance of 6 feet among two students .
- Single seater desks are used and one student one bench norm is followed .
- Student 's name is displayed on the desk .

c) BLENDED CLASSROOM CONCEPT

- To avoid crowding within the classrooms students are called to school in batches and concept of blended teaching is used. The time table for which is shared in advance.
- Activity classes are planned in such a way that social distancing norms are followed in activity rooms also .

(4) SOPs TO BE STRICTLY FOLLOWED BY FACULTY MEMBERS & SUPPORT STAFF

- RT-PCR TEST of each member is conducted.
- All the faculty members who fall in the category of being vaccinated are instructed to get themselves vaccinated .
- Thermal screening of each member is done at the gate.
- It is mandatory for each staff member to wear a mask and use sanitiser.
- List of protocols to be followed while it school premises is prepared and shared with the staff members .

(5) AVAILABILITY AND MANAGEMENT OF SUPPLIES

- Appropriate back up stock of personal, protection items like face masks hand sanitizers shall be maintained.
- Adequate thermal scanners, alcohol wipes ,1% hypochlorite solutions and disposable masks are arranged.
- Pulse Oximeter to check oxygen saturation level.
- Classrooms are provided with covered dustbins and trash cans.
- School will also ensure proper disposal of face masks etc.
- House keeping employees are regularly monitored to ensure that the SOPs are strictly followed.
- Area having heavy footfall are covered with PROTECTION SPRAY.
- Mandatory vaccination for all teachers and support staff.

LIST OF HOLIDAYS

1	4th April	Mahavir Jayanti
2	7th April	Good Friday
3	22nd April	Id-ul-Fitr
4	5th May	Buddha Purnima
5	20th May till 02nd July 29th May till 02nd July	(Pre-Nursery to Class VIII) (Class IX to Class XII)
6	29th June	Id-ul-Zuha*
7	29th July	Muharram
8	15th August	Independence Day
9	31st August	Raksha Bandhan
10	7th September	Janamashtami
11	2nd October	Gandhi Jayanti
12	23rd October	Ram Navami
13	24th October	Dussehra
14	28th October	Valmiki Jayanti
15	12th November	Diwali
16	13th November	Govardhan Puja
17	14th November	Bhai Duj
18	27th November	Guru Nanak B'day
19	25th December	Christmas
20	31st December till 8th January	Winter Break
21	26th January	Republic Day
22	8th March	Maha Shivratri
23	24th March	Holika Dahan
24	25th March	Holi
25	28th September	Eid-e-Milad
26	14th April	Ambedkar Jayanti

SCHOOL CALENDAR

April'23

SAT	1	Parent Orientation	VI & VII A to E
SUN	2		
MON	3	Parent Orientation	VII F to K & VIII
TUE	4	Mahavir Jayanti	
WED	5	School Reopens	VI to XII
THU	6		
FRI	7	Good Friday	
SAT	8		
SUN	9		
MON	10		
TUE	11		
WED	12		
THU	13	House Meet	
FRI	14	Ambedkar Jayanti	
SAT	15		
SUN	16		
MON	17	Session for Class XI begins	XI
TUE	18	World Heritage Day	
WED	19	Literary Week	VI to IX & XI
THU	20	Interhouse Activity - Earth Day celebration Joining Hands Together-Autism Awareness Month	
FRI	21	Literary Week	VI to IX & XI
SAT	22	Id-ul-fitr World Earth Day	
SUN	23		
MON	24		
TUE	25		
WED	26		
THU	27	Interhouse Activity	
FRI	28		
SAT	29	World Dance Day	
SUN	30		

May'23

MON	1	Labour's Day Celebration	
TUE	2		
WED	3	Election Campaign	
THU	4	Interhouse Activity-Mother's Day Celebration	
FRI	5	Buddh Purnima	
SAT	6		
SUN	7		
MON	8	Election Campaign International Mother's Day	
TUE	9	Election Campaign	
WED	10	RT-I	XII
THU	11	Voting	
FRI	12	RT-I	XII
SAT	13	PTM	VI to VIII
SUN	14		
MON	15	RT-I	XII
TUE	16	RT-I Program Aarambh	XII
WED	17	RT-I PT-I	XII VI to X
THU	18	RT-I Practice for Investiture Ceremony	Class XII
FRI	19	Investiture Ceremony -Seniors	
SAT	20	Summer Vacations for students	VI to VIII
SUN	21		
MON	22	Summer Vacations for students Extra classes	VI to VIII IX to XII
TUE	23	Summer Vacations for students Extra classes	VI to VIII IX to XII
WED	24	Summer Vacations for students Extra classes	VI to VIII IX to XII
THU	25	Summer Vacations for students Extra classes	VI to VIII IX to XII
FRI	26	Summer Vacations for students Extra classes	VI to VIII IX to XII
SAT	27	PTM	IX to XII
SUN	28		
MON	29	Summer Vacations for teachers	
TUE	30	Summer Vacations for teachers	
WED	31	Summer Vacations for teachers	

● Sunday
 ● Holidays
 ● Examinations
 ● PTMs
 ● Special Assembly/Meeting/Function

SCHOOL CALENDAR

June'23

THU	1		
FRI	2		
SAT	3		
SUN	4		
MON	5		
TUE	6		
WED	7		
THU	8		
FRI	9		
SAT	10		
SUN	11		
MON	12		
TUE	13		
WED	14		
THU	15		
FRI	16		
SAT	17		
SUN	18		
MON	19		
TUE	20		
WED	21	International Yoga Day	
THU	22		
FRI	23		
SAT	24		
SUN	25		
MON	26	School Reopens for the teachers	
TUE	27	Professional development	
WED	28	Professional development	
THU	29	Eid-Ul-Zuha	
FRI	30	Professional development	

July'23

SAT	1	Collaboration time	
SUN	2		
MON	3	School Reopens for students	
TUE	4		
WED	5	PT-I	VI to IX & XI
THU	6		
FRI	7	World Chocolate Day	
SAT	8		
SUN	9		
MON	10		
TUE	11		
WED	12	PT-I	VI to XII
THU	13	Interhouse activity -French Day celebration	
FRI	14		
SAT	15		
SUN	16		
MON	17		
TUE	18	Nelson Mandela International Day	
WED	19	PT-I	VI to XII
THU	20	Preparation for Award Ceremony	
FRI	21		
SAT	22	Award Ceremony	
SUN	23		
MON	24	Social Science week	VI to IX & XI
TUE	25	Social Science week	VI to IX & XI
WED	26	PT-I	VI to XII
THU	27	Social Science week	VI to IX & XI
FRI	28	Social Science week World Nature Conservation Day	VI to IX & XI
SAT	29	Muharrum International Tiger Day	
SUN	30		
MON	31		

● Sunday
 ● Holidays
 ● Examinations
 ● PTMs
 ● Special Assembly/Meeting/Function

SCHOOL CALENDAR

August'23

TUE	1		
WED	2	PT-I	VI to XII
THU	3		
FRI	4		
SAT	5	Student-led conference	
SUN	6		
MON	7	International Friendship Day	
TUE	8		
WED	9		
THU	10		
FRI	11	MUN	
SAT	12	MUN	
SUN	13		
MON	14		
TUE	15	Independence day	
WED	16	PT-I	IX to XII
THU	17	Interhouse activity	
FRI	18		
SAT	19		
SUN	20		
MON	21		
TUE	22		
WED	23	PT-I	X & XII
THU	24	Interhouse activity	
FRI	25		
SAT	26	PTM	VI to VIII IX to XII
SUN	27		
MON	28		
TUE	29		
WED	30	Raksha Bandhan	
THU	31		

September'23

FRI	1		
SAT	2		
SUN	3		
MON	4		
TUE	5	Teacher's Day Celebration	
WED	6		
THU	7	Janamashtmi	
FRI	8	Term -I Exam	VI to XII
SAT	9	Term -I Exam	VI to XII
SUN	10		
MON	11	Term -I Exam	VI to XII
TUE	12	Term -I Exam	VI to XII
WED	13	Term -I Exam	VI to XII
THU	14	Term -I Exam	VI to XII
FRI	15	Term -I Exam	VI to XII
SAT	16		
SUN	17		
MON	18	Term -I Exam	VI to XII
TUE	19	Term -I Exam	VI to XII
WED	20	Term -I Exam	VI to XII
THU	21	Term -I Exam	VI to XII
FRI	22	Term -I Exam	VI to XII
SAT	23		
SUN	24		
MON	25	Term -I Exam	VI to XII
TUE	26	Term Break for Students	
WED	27	Term Break for Students	
THU	28	Eid-e-Milad	
FRI	29	Second term begins	
SAT	30		

● Sunday
 ● Holidays
 ● Examinations
 ● PTMs
 ● Special Assembly/Meeting/Function

SCHOOL CALENDAR

October'23

SUN	1		
MON	2	Gandhi Jayanti	
TUE	3	German Unity Day celebration	
WED	4		
THU	5		
FRI	6		
SAT	7	Paper showing	VI to VIII
SUN	8		
MON	9		
TUE	10		
WED	11		
THU	12	Interhouse activity	
FRI	13		
SAT	14	Uploading of result	VI to XII
SUN	15		
MON	16		
TUE	17		
WED	18		
THU	19		
FRI	20		
SAT	21		
SUN	22		
MON	23	Maha Navami	
TUE	24	Dussehra	
WED	25		
THU	26	Compufest	
FRI	27	Compufest	
SAT	28	Valmiki Jayanti	
SUN	29		
MON	30		
TUE	31		

November'23

WED	1		
THU	2		
FRI	3		
SAT	4	Working day for students	
SUN	5		
MON	6		
TUE	7		
WED	8	PT -II	VI to IX
THU	9	Interhouse Rangoli making competition	
FRI	10		
SAT	11		
SUN	12		
MON	13	Diwali Break	
TUE	14	Diwali Break	
WED	15	Diwali Break	
THU	16	Diwali Break	
FRI	17		
SAT	18		
SUN	19		
MON	20		
TUE	21		
WED	22	PT -II	VI to IX & XI
THU	23		
FRI	24		
SAT	25	Working day for students	
SUN	26		
MON	27	Guru Nanak Jayanti	
TUE	28	Pre Board Exam-I	I X& XII
WED	29	Pre Board Exam -I	X & XII
THU	30	Pre Board Exam -I	X & XII

● Sunday
 ● Holidays
 ● Examinations
 ● PTMs
 ● Special Assembly/Meeting/Function

SCHOOL CALENDAR

December'23

FRI	1		
SAT	2	Founders Day	
SUN	3		
MON	4	Pre Board Exam -I	X & XII
TUE	5	Pre Board Exam -I World Soil Day	X & XII
WED	6	Pre Board Exam-I X and XII PT-II VI to IX & XI / St. Nicholas Day	X & XII VI to IX & XI
THU	7	Pre Board Exam -I	X & XII
FRI	8	Pre Board Exam -I	X & XII
SAT	9		
SUN	10	Human Rights Day	
MON	11	Pre Board Exam -I	X & XII
TUE	12	Pre Board Exam -I	X & XII
WED	13	Pre Board Exam -I	X & XII
THU	14	PT-II World Energy Conservation Day	VI to IX & XI
FRI	15		
SAT	16		
SUN	17		
MON	18		
TUE	19		
WED	20	PT-II	VI to IX & XI
THU	21	Interhouse Activity-International Mathematics day celebration	
FRI	22	Special Assemsbly -International Mathematics Day	VI to VIII
SAT	23	PTM	VI to VIII
SUN	24		
MON	25	Christmas	
TUE	26		
WED	27	PT-II	VI to IX & XI
THU	28	Preboard -I Paper showing	
FRI	29		
SAT	30	PTM Preboard -I Result Declaration	IX to XII
SUN	31	Winter Break	

January'24

MON	1	Winter Break	
TUE	2	Winter Break	
WED	3	Winter Break	
THU	4	Winter Break	
FRI	5	Winter Break	
SAT	6	Winter Break	
SUN	7	Winter Break	
MON	8	School Reopens for teachers	
TUE	9	School Reopens for students	
WED	10	Pre Board Exam-II	X & XII
HU	11	Pre Board Exam-II	X & XII
FRI	12	Pre Board Exam-II	X & XII
SAT	13		
SUN	14		
MON	15	Pre Board Exam-II	X & XII
TUE	16	Pre Board Exam-II	X & XII
WED	17	PreBoard Exam -II PT-II	X & XII IX & XI
THU	18	Pre Board Exam-II	X & XII
FRI	19	Pre Board Exam-II	X & XII
SAT	20	Pre Board Exam -II	X & XII
SUN	21		
MON	22	Pre Board Exam -II	X & XII
TUE	23	Pre Board Exam -II	X & XII
WED	24		
THU	25		
FRI	26	Republic Day Celebrations	X & XII
SAT	27	Art Exhibition Student led conference	II to IX & XI
SUN	28		
MON	29		
TUE	30		
WED	31		

● Sunday
 ● Holidays
 ● Examinations
 ● PTMs
 ● Special Assembly/Meeting/Function

SCHOOL CALENDAR

February '24

THU	1		
FRI	2		
SAT	3	PTM	IX to XII VI to VIII
SUN	4		
MON	5		
TUE	6		
WED	7		
THU	8		
FRI	9		
SAT	10	Sports Day	
SUN	11		
MON	12	Annual Examination	IX & XI
TUE	13	Annual Examination	IX & XI
WED	14	Annual Examination	IX & XI
THU	15	Annual Examination	IX & XI
FRI	16	Annual Examination	IX & XI
SAT	17	Annual Examination	IX & XI
SUN	18		
MON	19	Annual Examination	IX & XI
TUE	20	Annual Examination	IX & XI
WED	21	Annual Examination	IX & XI
THU	22	Annual Examination	IX & XI
FRI	23	Annual Examination	IX & XI
SAT	24	Annual Examination	IX & XI
SUN	25		
MON	26	Annual Examination	IX & XI
TUE	27	Annual Examination	IX & XI
WED	28		
THU	29		

March '24

FRI	1		
SAT	2		
SUN	3		
MON	4	Annual Examination	VI to VIII
TUE	5	Annual Examination	VI to VIII
WED	6	Annual Examination	VI to VIII
THU	7	Annual Examination	VI to VIII
FRI	8	Mahashivratri	
SAT	9		
SUN	10		
MON	11	Annual Examination	VI to VIII
TUE	12	Annual Examination	VI to VIII
WED	13	Annual Examination	VI to VIII
THU	14	Annual Examination International Math Day	VI to VIII
FRI	15	Annual Examination	VI to VIII
SAT	16		
SUN	17		
MON	18	New Session begins	X & XII
TUE	19		
WED	20		
THU	21		
FRI	22		
SAT	23	Paper Showing	VI to VIII
SUN	24	Holi Dehen	
MON	25	Holi	
TUE	26		
WED	27		
THU	28		
FRI	29	Good Friday	
SAT	30		
SUN	31		

- Classroom activities will be a part of the academic curriculum.
- Please note that the events or the dates mentioned are subject to change.
- Schedule for exam is subject to change as per CBSE datesheet.

● Sunday
 ● Holidays
 ● Examinations
 ● PTMs
 ● Special Assembly/Meeting/Function

STUDENTS' PAGE

My 'AHA' moments!!

The first step towards recognizing and measuring your progress is to record your most notable and memorable experiences and progress in different areas. You should include things that you have got better at or things that you have done well in, at school or outside of it. These might be general (certificates, behaviour, attendance), subject specific (homework, tests, projects), extracurricular (sports, music, dance) or interdisciplinary in nature (charity work).

Date	'My AHA Moments'	Teacher's Signature	Parent's Signature

RECORD OF ABSENCE

Date		Number of Days	Brief Reason for absence	Parent's / Guardian's Signature	Teacher's Signature
From	To				

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