

# ROGATIONIST ACADEMY

CBSE SCHOOL

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SCHOOL DIARY

# 2023-2024





## CONTACT US

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E-mail : [rogacademyaluva@rcj.org](mailto:rogacademyaluva@rcj.org)

Website : [www.rogationistacademy.in](http://www.rogationistacademy.in)

School hours : 8.45 am to 3.15 pm

Bureau hours : 8.30 am- 1.00 pm to 2.00pm- 3.30 pm

**Visiting Time :**

Principal : 9.00 am to 12.00 pm, (Mon, Wed, Fri)

: 3.00 pm – 4.00 pm (Mon, Fri)

Teachers : During the lunch interval/ after 3.30 pm

(Only with prior  
Appointment)

The school diary is an essential document that every student must possess and bring to school on all days.

It contains information about the school, its rules and regulations, which students and parents should be familiar with. It also serves as the best tool for communication between teachers and parents.

Therefore, we request all parents to check the diary every day for homework and assignments, as well as messages from teachers that require a countersignature.

Parents are requested to limit comments in the school diary to matters concerning the student's work and conduct. For all the other matters concerning the school, use the suggestion boxes in the school reception, or address them either through personal communication or through sending an E-mail to the Principal at [principalrogationist@gmail.com](mailto:principalrogationist@gmail.com)

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## INTRODUCTION

The Catholic Religious Congregation of the Rogationists of the Heart of Jesus was founded by St. Hannibal Mary Di Francia in 1987. Saint Hannibal Mary Di Francia (1851-1927), the founder of the Rogationist Congregation, was a visionary leader who devoted his life to serving humanity, particularly children. He held a firm belief that education was the most effective tool for uplifting society, and he tirelessly worked towards ensuring that the youth received top-quality education.

We, the Rogationists, are motivated by his legacy and strive to replicate his vision of creating a better world through education. The Rogationists dedicate themselves with passion and expertise to providing superior quality education with high standards and values. While inculcating modern principles and goals of education, the Rogationists have preserved the best of culture, worldview, and humanitarian values from the past.

Education, in our view, is both an art and a science that is humanitarian in its scope and spiritual in nature. Aligning ourselves with the CBSE syllabus and learning patterns, as educators, our aim is to contribute to the formation of balanced and mature individuals who are open to dialogue, respectful of others and creation, honest, professionally prepared, and good human beings. Our educational approach discovers and encourages the qualities and potentials of each individual while retaining a Rogationist sensitivity.

We believe that education is a fundamental right of every person. It allows us to be agents of mercy in the harvest of those who have no voice by giving them the opportunity to be protagonists in society. Our pedagogy is based on love, equality, freedom, and the courage to dream.



## OUR VISION

### WE ENGAGE | WE EDUCATE | WE EMPOWER

We believe education is not just knowledge but wisdom of a higher order. We mould children by offering an international standard of true education. We also make sure they develop into responsible adults with self-confidence and strength who give back to the society.

- **We Engage** in moulding the children by offering an international standard of true education.
- **We Educate** them for their integral development into responsible adults with self-confidence and strength.
- **We Empower** them to give back to the society where the meaning of one's existence as a social being is fulfilled.





## OUR MISSION

Holding on to the highest human values as we inspire the emotional, physical and mental development of children. Most importantly, we encourage the innate talents of children and ask them to express themselves.

- The Academy provides a natural environment by which the students will be happy and open minded to receive knowledge being provided.
- The homely, Green campus make learning easy and more friendly
- Provides space for the students to dream high.
- Aspires to be the model for a new generation of schools that will not only teach but also allow children to transform their lives and their surroundings at a very young age.
- Support a generation of children and enable them to learn, grow, flourish and be prepared for the exciting challenges that lie ahead for them.



### Student's Prayer

O God, source of all wisdom,  
I thank you that I am a student.

Enlighten my mind  
and strengthen my will  
during these years of study.

Assist me in performing my duties.  
May I never neglect my studies.

Help me persevere in my endeavour  
till I reach my goal.

Help me live in your presence  
and behave honourably  
choosing to do what is right  
pleasing in your sight.

May I always respect my parents,  
teachers and elders,  
and be loving and kind  
to the weak and the needy.

Bless me and all who take special interest  
in my growth.

Thank you for your love and care. Amen.



## THE SCHOOL MANAGEMENT

Manager : Fr. Varghese Panickassery RCJ

Principal : Fr. Devassy Painadath RCJ

Academic Director : Fr. Anish Issen RCJ

Vice Principal : Mrs. Aggy Cyril

### DETAILS OF TEACHERS TEACHING

My Class : \_\_\_\_\_ Div \_\_\_\_\_

House : \_\_\_\_\_

Class Teacher : \_\_\_\_\_

Phone : \_\_\_\_\_

Please call only between ----- and -----

### SUBJECT TEACHERS:

Sl.No	Subject	Name
1	English	
2	Hindi	
3	Malayalam	
4	Mathematics	
5	Science	
6	Social Studies	



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# THE CREST

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The school emblem of Rogationist Academy features a single figure that represents both a human figure and a bell.



The human figure is shown sitting in the meditation posture, which is a powerful symbol of inner peace, tranquility, and spiritual enlightenment. This posture rooted in the Indian spiritual heritage represents the school's belief in the importance of spiritual and personal development alongside academic excellence. The figure embodies the school's mission to provide a holistic, well-rounded education that nurtures the mind, body, and soul of its students.

The bell is a symbol of discipline and order, and it represents the school's commitment to instilling these values in its students. The figure in the emblem is meant to remind students of the importance of discipline and the need for order in their lives. The emblem serves as a constant reminder to the students of the school's core values and principles. It inspires them to dive deeper into levels of knowledge and wisdom, rather than simply gathering information on various subjects.



The school encourages its students to contemplate and reflect upon the knowledge they gain and apply it in their daily lives to become better individuals and contribute to society. The emblem is a reflection of the school's mission to provide an education that not only prepares its students for success in their careers but also helps them develop into well-rounded individuals who are committed to making a positive impact on the world.



## STUDENT'S PERSONAL DATA

(To be filled in by the parent)

Affix Stamp  
Size Colour  
Photo

Name of the Student

Admission Number

Standard and Division

Date of birth

Residential Address:

Tel(Res):

Tel(Mob):

Name of the Father

Occupation/ Position

Office Address

Office Telephone

Mobile

Name of the Mother

Occupation/ Position

Office Address

Office Telephone

Mobile



Details of persistent illness, if any  
(For the safe handling on emergency):

Allergy if any:

Family Doctor:

Hospital:

Tel:

Tel:

Particulars of brothers/sisters in RA ( now or previously)

Name

Age

Sex

Academic Year

*I/ we, hereby declare that the information provided by me/ us is true to the best of my/ our knowledge and belief.*

Name and Signature of the pupil

Name of the Parent/ Guardian :

Relationship with the student :

Signature of the Parent/ Guardian :





## STUDENT'S PERSONAL DATA

(To be filled in by the parent)

Affix Stamp  
Size Colour  
Photo

Name of the Student
Admission Number
Standard and Division
Date of birth

Residential Address:	
Tel(Res):	Tel(Mob):

Name of the Father
Occupation/ Position
Office Address
Office Telephone
Mobile

Name of the Mother
Occupation/ Position
Office Address
Office Telephone
Mobile



Details of persistent illness, if any  
(For the safe handling on emergency):

Allergy if any:

Family Doctor:

Hospital:

Tel:

Tel:

Particulars of brothers/sisters in RA ( now or previously)

Name

Age

Sex

Academic Year

*I/ we, hereby declare that the information provided by me/ us is true to the best of my/ our knowledge and belief.*

Name and Signature of the pupil

Name of the Parent/ Guardian :

Relationship with the student :

Signature of the Parent/ Guardian :



**WELLNESS INFORMATION OF THE  
PUPIL 2023-2024**

Affix Stamp  
Size Colour  
Photo

Name	
Class & Section	
Age, Date of Birth	
Blood Group	
Height	
Weight	
Allergy Problems, If Yes, specify	
Disabilities, If Yes, Specify	
Regular use of Medicine, If Yes, specify	
Illness/Disease/Surgery/Disord ers If Yes, Specify	
Immediate contact number in case of any medical emergency.	
Any other information that you feel is essential in caring for your ward.	

**DECLARATION**

We/I \_\_\_\_\_ the  
parent/Guardian of the pupil mentioned herein, do hereby declare  
that the above-mentioned wellness details furnished by us/me are  
true to the best of our/my knowledge and declared on our /my own  
volition.

Parent's/Guardian's Signature





## **GENERAL RULES & REGULATIONS**

### **RULES AROUND THE SCHOOL**

1. Keep unhelpful hands, feet, objects and comments to yourself.
2. Let people around you feel comfortable.
3. Address others by their real names.
4. During school or study hours, move around the campus quietly.
5. Be in the right place on time. Stay within designated areas.
6. Dispose of litter in bins. Be careful. Take care of property.
7. Be courteous to your teachers and peers.
8. Speak in English.

### **ADMISSION**

- Admission to the school is subject to the policies of the management and by the conditions of age, ability and conduct. Hence, applications for admission will be evaluated before admitting in the class applied for.
- The Principal reserves the right of refusing admission to a candidate without ascribing any reason for it. He also reserves the right of refusing continued studies of any pupil whose conduct is found unsatisfactory or who is not benefitting by his stay and study in this school.



## ATTENDANCE

- As regular attendance is an important element for successful academic progress, no student should absent themselves from class without sufficient reason. To be eligible for promotion to the next grade, students must have a minimum attendance of 75%.
- In case of absence, parents or guardians must clearly state the reason for the absence in the leave record of the school diary, which must be countersigned by the Class Teacher.
- In case of absence for more than two consecutive days, an application must be submitted to the Principal, and permission must be obtained. In case of serious illness, the Principal must be informed as soon as possible submitting a leave application from the parent/guardian accompanied by a medical certificate.
- Unapproved absence for more than fifteen consecutive days renders the student liable to have the name struck off the school rolls.
- Students suffering from contagious or infectious diseases will not be permitted to attend the school. The Principal should be informed before the student returns to class after recovering from such diseases

The recommended periods of isolation are:

Measles: 5 days after the rash disappears.

Mumps: 1 week after the swelling goes down.

Chickenpox: until all the blisters dry and the scabs fall off.

Conjunctivitis: until no white discharge comes out of the eyes.





## **SCHOOL UNIFORM**

Students of Rogationist Academy must wear their uniform in order to attend the class.

### **Kindergarten**

**Girls** : Red checked pinafore and cream shirt with school socks and black shoes. Black sandals can be worn during the rainy season.

Only black hair accessories are allowed.

**Boys** : Red checked shorts and cream shirt with school socks and black shoes. Black sandals can be worn during the rainy season.

**House Uniform** should be worn on Wednesdays with black canvas shoes and school socks.

### **Classes I - VIII**

**Girls** : Green checked pinafore and white shirt with school socks and black shoes. Black sandals can be worn during rainy season. Only black hair accessories are to be used.

**Boys** : Green checked shorts (I-IV), Dark Navy Blue pants (V-VIII) and white shirt with school socks and black shoes. Black sandals can be worn during the rainy season.

### **Secondary Classes**

**Girls**: Dark Navy Blue pants, White shirt and Navy Blue sleeveless overcoat with school socks and black shoes. Black sandals can be worn during the rainy season.

**Boys** : Dark Navy Blue pants and white shirt with school socks and black shoes. Black sandals can be worn during the rainy season.

- **House Uniform** should be worn on Wednesdays with black canvas shoes and school socks.
- Vest for the boys, and slips and black tights for the girls are mandatory. Girls' pinafore should be atleast two inches below the knee.
- Black school shoes are compulsory for all. Fancy shoes and sports shoes are strictly not allowed. However, during the monsoon season, only black back strap sandals may be allowed as part of the uniform.



- School socks, school belt, school tie, and ID card are part of the uniform, and it is compulsory to wear them on all days.
- Except for small ear studs for girls, no other Jewelry is allowed for boys and girls. Fancy hair styles are not allowed for both boys and girls. Hair should be neatly combed and properly styled. Hair should not fall on the forehead. Girls with hair length up to their ears should use black hair bands, and all others should tie their hair into a ponytail with a black band on all days. Loose or open hair-styles are not permitted. Students are not allowed to shave their heads. Boys should have regular haircuts.
- Fancy Jewelry, Fancy or Smart watches, gold ornaments, Hair clips, long nails, nail polish, eye liner, make up etc. are strictly not allowed. Students are not allowed to wear bangles and rings.
- Parents must be careful to keep the uniforms neat, clean and properly ironed. Shoes also have to be cleaned and neatly polished to maintain a professional appearance.
- Parents seeking an exemption from the school uniform for a valid reason must obtain prior permission from the Principal.
- Colour dress is permitted to the students on their birthday and during special occasions announced by the school. On such occasions, students are allowed to wear modest colour dress only.

### **DISCIPLINE POLICY OF THE SCHOOL**

Discipline is an integral part of the learning process. The proper functioning of an institution is possible only with discipline which signifies good order and culture. The obligation of discipline is the shared responsibility of all students, parents and staff of Rogationist Academy. Each faculty member has the right and obligation to correct any student who disregards school or class regulations. Therefore, students and parents should be familiar with the rules and regulations printed in the school diary and also published in the school website, [www.rogationistacademy.in](http://www.rogationistacademy.in)



- The students have to bring the school diary every day, and daily lessons, reports and home works are to be recorded in the diary.
- All students should strictly follow the uniform policy and dress code of the school as briefed above. Students should be in neat and clean uniform on all school days unless otherwise specified by the school administration. Violators will be warned twice and if repeated for a third time, they will be restrained from entering the class. They will be permitted to enter the class only after their parents meet with the Principal.
- Students should arrive at the school 10 minutes before the first bell rings. Late comers should meet with the Principal with their diary. They are not allowed to enter the class after the second bell unless they have permission from the Principal, noted in their diary. Repeated incidents of late arrival will be recorded in the diary, and disciplinary action will be taken.
- All students shall acquaint themselves with the rules and regulations notified for their conduct.
- No student will be sent with a relative or stranger unless a responsible person comes to collect him or her with written authorization from his or her parent or guardian.
- It is not advisable for students to carry excessive amounts of money. The school authorities will not be responsible for the loss of such articles.
- Students shall be responsible for the safe keeping of their belongings. As a precaution, it is suggested that they inscribe their names on items like tiffin carriers, umbrellas, school bags, etc.
- Lost and found articles must be claimed from the school office within one week; any unclaimed articles will be disposed of.
- The classrooms, corridors and the school premises shall be kept neat and clean.
- Students are expected to be polite and courteous, and to greet their teachers, elders, and other respectable persons appropriately when they meet them. They should also greet each other.



- Students are not allowed to leave the school premises during school hours without the permission of the Principal. They should have their lunch in the school itself.
- Physical education is compulsory for all students. No student is exempted unless he/she produces a Doctor's certificate.
- Students are expected to converse in English on school premises and on the school bus.
- Mobile phones, smartwatches, magazines, comics, luxury items, toys, CDs, and all electronic devices are strictly prohibited on school premises, unless authorized. If any student violates this rule, strict disciplinary action will be taken against them. The item in question will be confiscated and will not be returned.
- Students are not permitted to offer treats to anyone within the school, except for a modest distribution of sweets on birthdays. For any other treats, prior permission from the principal must be obtained.
- The use of abusive language, scribbling on desks, benches, walls, etc., disregarding teachers' instructions, and any kind of misbehaviour on or off school premises will be dealt with severely.
- Causing any kind of damage to school property will be considered a serious offence. In such cases, parents will be held responsible for bearing the expenses of the damaged property.
- Disobeying traffic rules or the instructions of traffic assistants at the bus stop will result in strict disciplinary action.
- Discourteous behaviour or any incident that brings discredit to the institution will result in serious repercussions.
- Please Note: The school reserves the right to add or delete or amend the rules and regulations from time to time.

- **Eco-friendly campus**

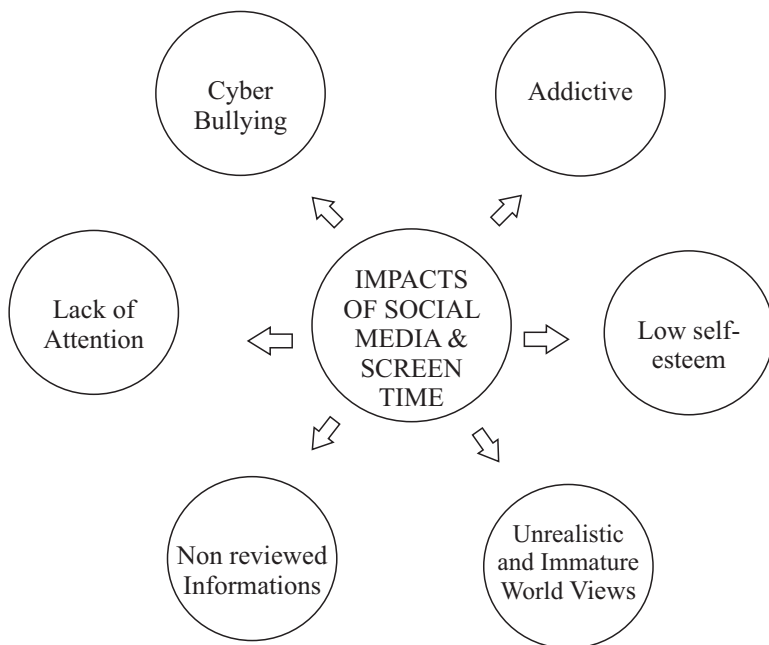
As a school, we prioritize creating a sustainable and eco-friendly environment for our students and staff. To achieve this goal, the



following rules must be followed:

- Students and teachers should use both sides of the paper while writing or drawing, unless instructed otherwise. Unusable papers or books should be orderly kept in the recycling box in the classrooms.
- Students should not bring plastic bags or disposable plastic containers to school.
- Turn off lights, fans, and other electrical appliances when not in use.
- Use natural light wherever possible.
- Save water by avoiding wastage, especially during handwashing and plate washing.
- Actively participate in the school's green initiatives.

### **SOCIAL MEDIA AND SCREEN TIME**





### **Some tips to help you monitor and prevent excessive screen time and social media use:**

1. **Set limits on screen time:** As a general rule, children should not be spending more than 1 hour per day on screens, including televisions, computers, tablets, and smartphones. It is important to set clear boundaries and stick to them. Encourage your child to engage in other activities, such as playing outdoors, reading books, or pursuing a hobby.
2. If your child's teacher requires them to use a gadget for any school-related activity, they will inform you in advance. If you have not received any instructions, assume that the school does not require your child to use a gadget.
3. **Monitor social media use:** Social media can be addictive, and children can spend hours scrolling through their feeds. It is important to monitor your child's social media use and ensure that they are not engaging in inappropriate or dangerous behavior. Talk to your child about the risks of cyberbullying, online predators, and the importance of protecting their personal information.
4. **Create screen-free zones:** Designate areas in your home where screens are not allowed, such as bedrooms, dining areas, or during family time. This will help create a healthy balance between screen time and other activities.
5. **Model healthy screen habits:** As a parent or guardian, it is important to model healthy screen habits. Set a good example by limiting your own screen time and engaging in other activities. Encourage family activities that do not involve screens, such as board games, outdoor activities, or cooking together.
6. **Keep the gadgets that are accessible** for children in common areas. Do not use the convenience of free time as an excuse to leave your kids with a gadget.
7. **Use the Child mode** when giving gadgets to your children. If you do not know how to activate it, contact the school office or someone who can help.





8. **Don't hesitate to seek help** from school authorities if your child experiences cyberbullying, screen addiction, or any related issues.

### **When to worry and seek help**

#### **Some Indicators**

***Preoccupation with screens:*** The child is constantly thinking about their screens or planning to use them, even when they are engaged in other activities.

***Loss of interest in other activities:*** The child loses interest in hobbies, sports, or other activities they used to enjoy because they would rather spend time on their screens.

***Withdrawal symptoms:*** The child experiences withdrawal symptoms such as irritability, anxiety, or restlessness when they are unable to use their screens.

***Increased Tolerance:*** The child needs to spend more and more time on their screens to get the same level of satisfaction or enjoyment as before.

***Neglecting Responsibilities:*** The child neglects their responsibilities such as schoolwork, household chores, or social obligations because they are too engrossed in their screens.

***Disruptive Behavior:*** The child becomes irritable or argumentative when asked to stop using their screens or when their screen time is limited.

***Physical Symptoms:*** The child may experience physical symptoms such as headaches, eyestrain, or neck and back pain due to prolonged screen use.

It is important to note that not everyone who uses screens frequently is addicted, and that the severity of addiction can vary. If your child or someone you know is experiencing signs of screen addiction, it may be helpful to seek professional help or support.



## INCENTIVES AND AWARDS

We have some incentives and awards to motivate the students.

### Scholastic Area

- **Proficiency Award** - Students who secure an Overall Grade of 'A1' in all subjects in the Annual Examinations of the academic year will be awarded the same during the next year's Annual Day celebrations.
- **Best Student Award** - Outstanding students from all classes will be awarded during the Annual Day Celebrations of that academic year
- **100% Attendance** - This will be awarded on the last working day of the Academic Year. Field Trips, tours & Picnics of all Classes will be considered as working days.

### Co - Scholastic Area

#### **Cultural Events :**

- **Kalathilakam (Girl) & Kalaprabhitha (Boy):** The students who score the highest points from the individual events of the school Youth Festival (ROGATIONIST ARTS FEST) in each category will be honoured with the Kalathilakam or Kalaprabhitha Award. Only students who participate and win prizes in both on-stage and off-stage events will be considered for the awards.
- **Best Sports Star (Girl & Boy )** This award will be given only based on the current year's performance in sports/games. The student (boy or girl) who won prizes in the highest level of competition will be selected for the award. If there is a tie in the points scored, then prizes or participation in the next level will be considered, and so on.

## SCHOOL BUS SERVICE

- Students availing themselves of the school bus must, as a rule, continue to use the service throughout the year. If a parent wishes



to discontinue the vehicle facility, they will have to inform the school in writing at least one month before the date of discontinuance and obtain written permission from the office.

- The school will not provide alternative transport facilities to students who miss the bus. While waiting for the school bus, students should be mindful of good manners and exemplary behaviour.
- At the bus stop, children should get into the bus in an orderly manner. As a safety measure they should not put their hand or head out even to wish anyone.
- School buses will not wait more than two minutes at the designated stop. Students should be punctual and arrive at the bus stop at least five minutes before the scheduled pick-up time to avoid inconvenience.
- In case of any complaints, parents should report to the office and never approach the crew of the bus directly.

### **PARENT – TEACHER ASSOCIATION**

All parents are members of the Parent - Teacher Association of the school. The aims and objectives of the association are:

- To foster better understanding of the problems of the pupil, parents, teachers and help to find solutions.
- To be in close touch with pupil's progress, health, physical education, obedience to teachers, regularity in doing assignments etc.
- To organize meeting, seminars and cultural programs for improving the relationship between parents, students and teachers.
- To raise funds for the specific purpose of school welfare. The Parent- Teacher Association is expected to meet periodically.

#### **PTA Executive**

The Parent Teacher Association (PTA) Executive Committee is composed of elected or nominated parent representatives. These representatives are chosen at the beginning of each academic year to



form the PTA Executive. The president and other office bearers are chosen from the executive committee. The Principal of the school serves as the convener of the PTA. The term of the Executive Committee is one year, and they are expected to meet periodically to discuss matters related to the school's welfare and improve the relationship between parents, pupils, and teachers.

### **PARENTAL CO-OPERATION**

1. Parents and guardians are expected to be co-operative with the school authorities by enforcing regularity and discipline, helping their children or wards prepare their lessons and taking helpful interest in the activities of the school. All efforts made by teachers with regard to student training can bear fruit only if parents co-operate.
2. Apart from taking helpful interest in the academic work of the school, parents must encourage their children to take part in co-curricular and extra-curricular activities organized for the benefit of the children.
3. Any complaint or remark by parents about the staff or school functioning must be brought to the notice of the Principal or Manager and not the staff concerned.
4. Parents are strongly advised not to miss the Parent-Teacher meetings arranged during the academic year for inquiring about the progress of their children in studies and in other aspects of school life.
5. Parents are earnestly requested to sign the progress report or any similar documents when so requested.
6. Parents, guardians or other persons are not allowed to meet students or teachers during class hours at the door of classrooms.
7. Parents and guardians are requested to notify the school office, in writing, of any change in either their postal address or their telephone numbers.
8. The Management, Principal, and staff shall not be held responsible



in any way for the loss of articles, accidents or mishaps that may occur to students beyond their control, either within the school premises or while commuting to and from school by bus. Parents are responsible for ensuring that their children are in good health and not suffering from any illness before sending them to school. Children who are unwell should not be sent to school.

9. The school expects parents to ensure that their children follow the school regulations after entrusting them to the school.
10. Do not send school fees or Bus fees with your child.
11. When sending money for other purposes, please put it in an envelope and staple it into the diary. Intimations should be given to the office or teacher while sending money/medicine.
12. Send a spoon and a baby towel along with lunch.
13. Avoid sending fish with bones.
14. Check your child's bag/ diary daily.
15. Ensure that your child is regular and punctual.
16. Set a positive example for children and refrain from speaking negatively about their teachers in front of them. Respect for their educators is fundamental in fostering a love for learning.
17. Kindly communicate your complaints, suggestions, or appreciations to the school in writing, either through the Principal's E-mail or dropping it in the suggestion boxes placed at the reception. Anonymous and blanket complaints about a teacher will not be entertained
18. Encourage your child to participate in creative activities at home, such as coloring, paper crafts, and storytelling. These activities can help reinforce what they are learning in school and promote their creativity and imagination.
19. Parenting is a crucial aspect of a child's growth and development. While schools can provide education and knowledge, parents play a crucial role in shaping a child's character and personality. Good parenting is not just about providing material comforts or pampering a child, but also about inculcating values and morals, instilling discipline, and guiding them towards becoming



responsible and independent individuals.

20. Parents need to be actively involved in their child's academic and extracurricular activities. Good parenting also involves setting boundaries and consequences for inappropriate behavior, while also providing positive reinforcement for good behavior. Ultimately, it is about finding the right balance between nurturing and guiding, and supporting children in becoming happy, responsible, and successful adults.
22. Insisting on completing homework and encouraging participation in sports and other activities can help develop a child's cognitive and physical abilities. Beyond this, parents also need to ensure that their child is exposed to a healthy and nurturing environment, with positive reinforcement and a supportive atmosphere at home
23. While schools can supplement this process, their role is limited. The onus of shaping a child's character and instilling values lies primarily with the parents. Thus, it is essential that parents recognize their crucial role in their child's growth and development and actively participate in the process.

## **EXAMINATION AND PROMOTION**

- There will be two terminal examinations and regular class tests during the academic year, which begins from June and ends in March. Promotion to the next higher class will be based on the student's overall performance rather than his/her performance in the final examination alone.
- Test/examination cannot be deferred nor anticipated to suit individual convenience.
- Absence or exemption from any subject in any examination excludes the student from being reckoned in order of merit for ranking in the results.
- The result of the examination is final and will not be reconsidered.
- A retest will be conducted during the vacation if a student scores less than 60% in the annual exam. This is to ensure that students put





in efforts and cooperate to improve their performance. Negligence to appear for the retest will be treated seriously.

- If a student is sick during the exams, it is important not to put pressure on the child to attend the exam. Even if the student expresses a desire to write the exam, it is advisable to discourage the student from doing so.
- Students who are unable to write exams due to sickness can also utilize the retest opportunity to have their performance assessed.
- Inconveniences to write the examinations shall be reported to the Principal in time, with valid proof.

### **WITHDRAWAL**

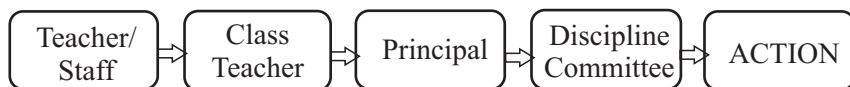
1. Only the parents/legal guardians of a student are authorized to submit an application for withdrawal of the student from the school. Such application requires signatures of both parents.
2. The application procedure for withdrawal from the school consists of completing the withdrawal form and the feedback form, which are available in the school office, clearing all fees due and returning library books issued.
3. If an application for withdrawal is received after the beginning of a term (term fee), the fees for the entire term will also be payable as notice fee. Notice fee includes all fees applicable to a child.
4. Transfer Certificates are issued within eight working days, only after the above procedure has been completed.
5. If an application for withdrawal is submitted during the summer vacation, a notice fee will be collected for the first term of the following year. This notice fee includes all applicable fees related to the student. It is important to understand that such withdrawals cause significant inconveniences to the school, including issues related to admission intake, class shuffling, promotion-related work, and other arrangements for the upcoming school year.



6. In case of withdrawal of a child from the bus during the course of the session, one month's notice is required in writing. No bus withdrawal will be allowed in the fourth Quarter of the session.

### **DISMISSAL**

- The school reserves the right to dismiss students whose diligence or academic progress is continuously unsatisfactory, or whose parents show little interest in their ward's progress even after repeated communication from the school. Students who exhibit harmful behaviour towards others, engage in malpractice during exams or commit theft may also face dismissal.
- The school's disciplinary action procedure is as follows:



- Major violations, if found, which require immediate action will be directly dealt with by the Principal. The Management is the sole authority to take action in such cases (after hearing from the child and parent), which may result in the child's dismissal from the school.
- Irregular attendance, habitual idleness, disobedience or defiance of authority, malpractice in connection with examinations, lack of sufficient improvement in conduct and studies even after warning or conduct injurious to the moral tone of the school are sufficient reasons for the dismissal of student

### **FEE PAYMENT**

To introduce a professional system in fee payment and provide convenient fee payment mode to parents, we have integrated online fee payment in the school software and the associated app. This



system is beneficial to parents, students and the school management as it makes fee payments easy and safe.

All school fees are due in advance and should be remitted in four installments. After the due dates in the following table, a fine of Rs 10 per day will be charged. Automated fines cannot be discounted by office staff. To ensure hassle free payment pay on time and help us to maintain the cash flow. See the table below for the dates of installments.

Inst.	Period	Last day
1st	June 1 to June 28	June 28
2nd	August 1 to August 30	Aug 30
3rd	November 1 to November 29	Nov 29
4th	February 1 to February 20	Feb 20

## Mode of Payments

**Preferred Way:** Online payment through the android app suggested

**Cash:** Cash payments are highly discouraged  
For other online transactions

**NEFT/IMPS** - Kindly transfer the payment to the corresponding account, mentioning the Full name, Class, and Division of the student. Please note that it is the responsibility of the parent or payer to inform the office and obtain a receipt for the payment. Verification of the transfer and issuance of receipt will not be possible after fifteen working days from the payment date. We cannot entertain any claims if the payment is made without specifying the student's name and class, or without a unique transaction ID and date.

**Cheque:** Note that postdated cheques will not be accepted, and bills will be issued only after the cheque has been cleared. The date of clearance will be considered for the calculation of any fines. The office will submit cheques to the bank on the following day after



- office hours, but the school cannot be held responsible for any delays caused by the bank in clearing the cheque.
- The fee of both tuition and bus, once paid will not be refunded on any account.
- No reduction or allowance is made in the school fee/bus fee for absence or vacation.

### **AMENDMENTS OF RULES**

- The School Management has the right to introduce, amend or change these rules and regulations in case of exigencies and in furtherance of the aims and objectives of the Managing Society and the school as and when necessity arises.
- Since the diary and planner are prepared at the beginning of the academic year, minor changes in dates and times can occur, which will be duly communicated



## **EXPECTATIONS FROM PARENTS / GUARDIANS**

### **Our God expects that you will.....**

- Demonstrate a high level of justice, tolerance, respect, consistency and forgiveness in dealing with your children's misdemeanours.

### **The school Executive expects that you will.....**

- Be familiar with the school's expectations of students and back up those expectations with your children.
- Be available, if it is necessary, to discuss aspects of your child's behaviour at school.
- Check the haircut, uniform, book items, bag and punctuality of your child every morning.
- Exercise your rights as a parent and bring to the notice of the Principal, any concerns or suggestions to make school a happy and safe environment for your child. Confidentiality will be respected.
- Check the school diary daily, as it forms a link between the school authorities and the parents.
- Sign messages, progress reports or other similar documents when requested so that your child is not inconvenienced.
- Look into the school diary of your kid daily and countersign against the remarks made in the diary.
- Timely contact the Principal if you observe that your kid is not assigned home work for some time or that they are unable to follow the lessons.
- Do not enter areas restricted for parents.
- Notify the office, immediately, in case of a change in address or contact details.
- Offer support to school activities, and be present to encourage



and motivate your child whenever asked for.

- Support the work of the school particularly by enforcing regularity and discipline and by evincing interest in your child's progress and by extending the fullest co-operation and participation in school activities.
- Inculcate respect in your child for persons, property and the environment.
- Ensure that your child is not absent on the first or last day of the school term without prior permission, and that any leave taken from school is duly sanctioned.

**The teaching staff expect that you will .....**

- Feel free to contact an individual teacher during his/her free periods by taking prior permission from the Principal/Coordinator if you wish to discuss a matter of concern to you or your child.
- Not visit any teacher in the classroom as this may disturb the class.
- Be open to listening and considering the teacher's opinions regarding your child, even when the comments may be less than complimentary.
- Be supportive of their action in dealing with your child. Avoid undermining them in the eyes of your children by making generalised scathing comments about individual teachers or of the teaching profession in general.
- Find ways of letting teachers or the school know when you are particularly pleased with your child's progress or activities.
- Advise the teacher of your child's absence if known beforehand.



**Your children expect that you will . . . . .**

- Be open to hearing their opinions about school situations, even when their opinions may differ from the perceptions of others.
- Intercede for them at the appropriate school levels in cases when you judge they have been treated unfairly.
- Avoid overreacting to instances when the school has made contact regarding some unsatisfactory aspect of their behavior.

**Other parents expect that you will . . . . .**

- Exert firm parental discipline in cases where your child's behaviour is detracting from the quality of learning opportunities for others in the school.
- Keep your child at home if they are suffering from contagious diseases like mumps, measles, chicken pox, small pox, whooping cough and/ or conjunctivitis (sore eyes) and send them to school only with a doctor's fitness certificate.

**DECLARATION OF THE PARENT/ GUARDIAN**

I have read all the rules and regulations of this school and agree to abide by them and all the decisions of the school.

Signature of the Parent/ Guardian

Name:

Date :



### **“THE TEN COMMANDMENTS”**

1. I am the LORD your God: you shall not have strange Gods before me.
2. You shall not take the name of the LORD your God in vain.
3. Remember to keep holy the LORD'S Day.
4. Honor your father and your mother.
5. You shall not kill.
6. You shall not commit adultery.
7. You shall not steal.
8. You shall not bear false witness against your neighbor.
9. You shall not covet your neighbor's wife.
10. You shall not covet your neighbor's goods.





### **LORD'S PRAYER**

Our Father who art in heaven  
 Hallowed be Thy Name.  
 Thy kingdom come.  
 Thy will be done on earth  
 As it is in Heaven.  
 Give us this day our daily bread  
 And forgive us our debt.  
 As we forgive our debtors  
 And lead us not into temptation  
 But deliver us from evil  
 For Thine is the Kingdom and the Power  
 and the Glory forever and ever  
 Amen.

### **Gayatri Mantra**

Oṃ bhūr bhuvaḥ svaḥ  
 tát savitúr váreṇyam  
 bhárgo devásya dhīmahi  
 dhíyo yó naḥ pracodáyāt

“We meditate on the glory of that Being who has produced this universe; may He enlighten our minds” A simple explanation of the 'Gayatri Mantra' given by Swami Vivekanananda





## **PRAYERS**

### **LORD HELP ME LIVE FROM DAY TO DAY**

In such a self –forgetful way,  
That even when I kneel to  
pray My prayer shall be for  
others. Help me in all the  
work I do,  
To ever be sincere and true.  
And know that all I do for You  
Must needs to be done for  
others, Others, Lord, yes,  
others.  
Let this my motto be.  
Help me live for others  
That I may live for  
Thee.

Amen

### **ENLIGHTEN**

O God, Who are Truth

And the origin of all Knowledge, Bless our studies  
Which we offer to you. Enlighten our minds, Strengthen our  
memories And direct our wills, Towards what is right.  
Grant us to seek truth always, And make us truly wise.

Thank you, O God, for another day.

Help me to spend it wisely and to spend it well.

Grant that everything I do today may be done as well as I can do it.

Grant that everyone I meet may be happier for the meeting.

Keep me all through today conscientious in my work,  
Truthful in my speaking, loyal to my friends, faithful to Those who  
love me .

Amen.



**LORD, MAKE ME AN INSTRUMENT  
OF THY PEACE.**

Where there is hatred, let me sow love.  
Where there is injury, pardon.  
Where there is Doubt, faith.  
Where there is Despair, hope.  
Where there is Darkness, light.  
Where there is Sadness, joy.  
O Divine Master, grant that I may not so much seek  
To be consoled, as to console;  
Not so much seek to be understood as to understand;  
Not so much seek to be loved as to love;  
For it is in giving that we receive;  
It is in pardoning that we are pardoned; It is in dying  
that we awaken to eternal life.  
Amen

**PRAYER BEFORE THE CLASS**

Loving God, thank you for looking after our school. Thank you  
that you love each and everyone of us here.  
Help us to learn, play and share together, so that the wonderful  
world you have made becomes more beautiful everyday.  
AMEN

**PRAYER AFTER THE CLASS**

We give thee thanks, Almighty God,  
for all the benefits Thou has given us.  
AMEN





1. My Life Is In You, Lord,  
My Strength Is In You, Lord  
My Hope Is In You, Lord,  
In You, It's In You

I Will Praise You With all Of My heart  
I Will Praise You With all Of My Strength  
With All Of My heart, with all Of My Strength  
All Of My Hope Is In You

2. Make me a channel of your peace  
Where there is hatred let me bring your love  
Where there is injury, your pardon Lord  
And where there's doubt, true faith in you

Oh, master grant that I may never seek  
So much to be consoled as to console  
To be understood as to understand  
To be loved as to love with all my soul

Make me a channel of your peace  
Where there's despair in life let me bring hope  
Where there is darkness, only light  
And where there's sadness ever joy

3. There shall be showers of blessing  
This is the promise of love;  
There shall be seasons refreshing,  
Sent from the Savior above.

Showers of blessing,  
Showers of blessing we need;  
Mercy-drops round us are falling,  
But for the showers we plead.

There shall be showers of blessing;  
Send them upon us, O Lord!  
Grant to us now a refreshing;  
Come, and now honor Thy Word.



## 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 all 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। इसकी समृद्ध और विविध संस्कृतिपर हमें गर्व है। हम इसके सुयोग्य अधिकारी बनने का प्रयत्न सदा करते रहेंगे। हम अपने माता-पीता शिक्षकों और गुरुजनों का आदर करेंगे और सबके साथ शिष्टता का व्यवहार करेंगे। हम अपने देश और देशवासियों के प्रतिविविध फायदों के प्रतिज्ञा करते हैं। उनके कल्याण और समृद्धि में ही हमारा सुख निहित है।

जय हिन्द।

## പ്രതിജ്ഞ

ഭാരതം എന്റെ നാടാണ് / എല്ലാ ഭാരതീയരും / എന്റെ സഹോദരീസഹോദരന്മാരാണ് / ഞാൻ എന്റെ നാടിനെ / സ്നേഹിക്കുന്നു / അതിന്റെ സമൃദ്ധവും / വിവിധവുമായ / പരമ്പരാഗത സമ്പത്തിൽ / ഞാൻ അഭിമാനം കൊള്ളുന്നു / ആ സമ്പത്തിന് അർഹനാകുവാൻ / ഞാൻ എഴുത്തും / ശ്രമിക്കുന്നതാണ് / എന്റെ മാതാ പിതാക്കളെയും / ഗുരുജനങ്ങളെയും / ഞാൻ ആദരിക്കുകയും / ബഹുമാനിക്കുകയും ചെയ്യും / എല്ലാവരോടും / ഞാൻ വിനയത്തോടെ കൂടിയെ / പെരുമാറുകയും ചെയ്യും / എല്ലാ ജീവികളോടും / ഞാൻ ദയാലുവായിരിക്കും. എന്റെ നാടിനും / നാട്ടുകാർക്കും / ഞാൻ എന്റെ സേവനം സമർപ്പിക്കുന്നു. / നാട്ടുകാരുടെ യോഗക്ഷേമത്തിലും / ഐശ്വര്യത്തിലും മാത്രമാണ് എന്റെ സുഖം.

ജയ് ഹിന്ദ്



### NATIONAL ANTHEM

Jana gana mana adhinayaka jaya he  
Bharatha bhagya vidhata  
Punjab Sindh Gujaratha Maratha  
Dravida Uthkala Banga  
Vindhya Himachala Yamuna Ganga  
Uchala Jaladhi taranga  
Tav Shubh Naamey  
Jaagey, Tava Subha  
ashisha Mage Gahe tava  
jaya gatha  
Jana gana mangala dayaka jaya he  
Bharata bhagya vidhata  
Jaya he, Jaya he, Jaya he  
Jaya, Jaya, Jaya, Jaya,he.

### भारत का राष्ट्रगान

जन गण मन अधिनायक जय है  
भारत भाग्य विधाता  
पंजाब सिन्ध गुजरात मराठा  
द्राविड़ उत्कल बंग  
विंध्य हिमाचल यमुना गंगा  
उच्छल जलधि तरंग  
तव शुभ नामे जागे  
तव शुभ आशीष मागे  
गाहे तव जयगाथा ।  
जन गण मंगलदायक जय  
भारत भाग्य विधाता  
जय हे जय हे जय हे  
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Date.....	
I have gone through the contents of my child's diary till date ..... <div style="display: flex; justify-content: space-between; width: 100%;"> <span>Signature of the Parent</span> <span>Date</span> </div>	



Date:.....

Date.....

I have gone through the contents of my child's diary till date

.....  
Signature of the Parent

.....  
Date



Date:.....	
Date.....	
I have gone through the contents of my child's diary till date	
.....	.....
Signature of the Parent	Date



## TEACHER'S REMARKS

[illegible]

## CONGRATULATIONS ON A JOB WELLDONE

[illegible]



### PRINCIPAL'S REMARKS

[illegible]



[illegible]

Parents and Guardian should make it a point to use this page when applying for leave or giving the reason for absence of their children for 2 days or less. Leave/absence for more than two days should be put up to the Principal in writing, with proper Medical Certificate, etc.



### LATE COMING RECORD

Date	Reason for late coming	Parent	Cl. T	Pri.

Parents and Guardian should make it a point to use this page when giving the reason for late coming of their children for three consecutive days or less. Students who come late for more than three consecutive days have to meet the principal with the school diary with the signature of the Parent.

[illegible]

**PERFORMANCE RECORD(I-IX)- CLASS TEST 2023-24**

Unit/ Lesson		Subjects							
		Eng	Mal	Hin	Sci			So.Sci	IT
					Phy	Che	Bio		
1	Mark								
	Date								
2	Mark								
	Date								
3	Mark								
	Date								
4	Mark								
	Date								
5	Mark								
	Date								
6	Mark								
	Date								
7	Mark								
	Date								
8	Mark								
	Date								
9	Mark								
	Date								
10	Mark								
	Date								
11	Mark								
	Date								
12	Mark								
	Date								
13	Mark								
	Date								
14	Mark								
	Date								



**PERFORMANCE RECORD(I-VIII) - EXAMINATIONS 2023-24**

Scholastic Area	TERM 1					TERM 2			
	Periodic Test 1	Portfolio	Subject Enrichment	Half Yearly Exam		Periodic Test 2	Portfolio	Subject Enrichment	Annual Exam
Language 1									
Language 2									
Language 3									
Mathematics									
EVS/Science									
Social Science									
Sign of. Class Teacher									
Sign.of Parent									



## PERFORMANCE RECORD (IX)- EXAMINATIONS 222-2023

Assessment	Subject															Sign of Class Teacher	Sign of Parent			
	English			Mal/ Hindi			Maths			Science			Social Sci.					IT		
	Exam	PF	SE	Exam	PF	SE	Exam	PF	SE	Exam	PF	SE	Exam	PF	SE					
Mid Term																				
PT 1																				
PT 2																				
PT 3																				
Pre-Board Exam																				
Annual Exam																				

PF: Portfolio, SE: Subject Enrichment

## PART II: WORK EDUCATION/ART EDUCATION

### Achievement/ Participation Record

[illegible]



**PART II: HEALTH & PHYSICAL EDUCATION**  
**Achievement/ Participation Record**

Date	Venue	Event	School/ District State/ National	Prize won	Auth. Sign.



[illegible]



APPRECIATION RECORD  
TERM 2

Date	Class Perfomance	Uniform	Punctuality	Discipline	Attitude	Teacher's Sign

## Late Coming, Uniform, Discipline, etc...

TERM 1



---

TERM 2

[illegible]

## RECORD OF THE LIBRARY BOOKS

[illegible]



## JUNE

Date	Day	Event
1	Thu	School Reopens
2	Fri	1st Friday Holy Mass
3	Sat	
4	Sun	
5	Mon	World Environment Day Celebration, Praveshanolsavam
6	Tue	
7	Wed	
8	Thu	
9	Fri	Arts Fest - Drawing and Colouring
10	Sat	PTA class LKG - II
11	Sun	
12	Mon	Pre-KG opening
13	Tue	
14	Wed	
15	Thu	
16	Fri	AF - Recitation(Eng/Mal/Hin)
17	Sat	PTM
18	Sun	
19	Mon	Father's Day/ Reading Week
20	Tue	
21	Wed	Red Day For K.G/ Yoga Day
22	Thu	
23	Fri	AF - English song, Light music, Action song
24	Sat	PTA class III - VI
25	Sun	
26	Mon	Investiture Ceremony/ Anti Drugs Day
27	Tue	Last Day for fee- 1st Installment
28	Wed	
29	Thu	Bakrid Holiday
30	Fri	AF - Elocution (Eng/Mal/Hin)

## JULY

Date	Day	Event
1	Sat	ROGATIONIST DAY
2	Sun	
3	Mon	St. Thomas Day Holiday
4	Tue	
5	Wed	Green day for K.G
6	Thu	AF - Origami & Clay modelling
7	Fri	1st Friday Holy Mass
8	Sat	PTA class VII- IX
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thu	AF - Story Telling(Eng, Mal)
14	Fri	
15	Sat	PTA meeting
16	Sun	
17	Mon	Karkidakavavu Holiday
18	Tue	AF - Essay Writing Competition
19	Wed	
20	Thu	Arts Fest Dance finals VII- IX
21	Fri	Arts Fest Dance finals KG
22	Sat	Arts Fest Dance finals I - VI
23	Sun	
24	Mon	
25	Tue	
26	Wed	Yellow Day For K.G
27	Thu	
28	Fri	
29	Sat	Muharam Holiday
30	Sun	
31	Mon	Friendship Day



## AUGUST

Date	Day	Event
1	Tue	
2	Wed	1st Periodic Assessment
3	Thu	
4	Fri	1st Friday Holy Mass
5	Sat	
6	Sun	
7	Mon	
8	Tue	
9	Wed	Blue Day For K.G
10	Thu	
11	Fri	
12	Sat	International Youth Day
13	Sun	
14	Mon	
15	Tue	Independence Day/Assumption of Mary
16	Wed	
17	Thu	
18	Fri	
19	Sat	PTM
20	Sun	
21	Mon	
22	Tue	Fancy Dress Competition KG
23	Wed	Fancy Dress Competition I & II
24	Thu	
25	Fri	Onam celebration –Holidays begin.
26	Sat	
27	Sun	
28	Mon	Ayyankali Jayanthi
29	Tue	Thiruvonam
30	Wed	
31	Thu	Sree Narayana Guru Jayanthi

## SEPTEMBER

Date	Day	Event
1	Fri	
2	Sat	
3	Sun	
4	Mon	School Reopens
5	Tue	Teacher's Day celebrations
6	Wed	SreeKrishna Jayanthi-Holiday
7	Thu	
8	Fri	International Literacy Day
9	Sat	
10	Sun	
11	Mon	
12	Tue	Competition - Best out of waste-I-IX & Collage - KG
13	Wed	
14	Thu	
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thu	International Day Of Peace
22	Fri	Sree Narayana Guru Samadhi-Holiday
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	Nabi Dinam Holiday
28	Thu	
29	Fri	Last Day for fee- 2nd Installment
30	Sat	Gandhi Jayanthi Activity



## OCTOBER

Date	Day	Event
1	Sun	
2	Mon	Gandhi Jayanthi Holiday/ Non-Violence Day
3	Tue	
4	Wed	
5	Thu	
6	Fri	1st Friday Holy Mass
7	Sat	
8	Sun	
9	Mon	
10	Tue	
11	Wed	
12	Thu	Term 1 Assessment- sub
13	Fri	
14	Sat	
15	Sun	
16	Mon	World Food Day
17	Tue	
18	Wed	
19	Thu	
20	Fri	
21	Sat	
22	Sun	
23	Mon	Mahanavami- holiday
24	Tue	Vijayadashami-Holiday / United Nations Day
25	Wed	
26	Thu	
27	Fri	
28	Sat	
29	Sun	
30	Mon	
31	Tue	Quiz Competition( house

## NOVEMBER

Date	Day	Event
1	Wed	Kerala Piravi
2	Thu	
3	Fri	1st Friday Holy Mass
4	Sat	PTM
5	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	National Education Day
12	Sun	Deepavali-Holiday
13	Mon	
14	Tue	Children's Day celebrations (KG holiday)
15	Wed	
16	Thu	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	Picnic KG
23	Thu	Picnic I & II
24	Fri	Picnic III- IX
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	Last Day for Fee- 3rd Installment
30	Thu	





## DECEMBER

Date	Day	Event
1	Fri	1st Friday Holy Mass
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	Thu	
22	Fri	Annual Day - Christmas
23	Sat	
24	Sun	
25	Mon	Christmas
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	
31	Sun	

## JANUARY

Date	Day	Event
1	Mon	New Year
2	Tue	Mannam jayanthi
3	Wed	School Reopens
4	Thu	
5	Fri	1st Friday Holy Mass
6	Sat	PTM
7	Sun	
8	Mon	
9	Tue	
10	Wed	
11	Thu	
12	Fri	2nd Periodic Assessment
13	Sat	
14	Sun	
15	Mon	
16	Tue	
17	Wed	
18	Thu	
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	sports Fest KG
25	Thu	sports Fest
26	Fri	Republic Day-Holiday
27	Sat	PTM
28	Sun	
29	Mon	
30	Tue	Martyr's day
31	Wed	



## FEBRUARY

Date	Day	Event
1	Thu	
2	Fri	1st Friday Holy Mass
3	Sat	PTM
4	Sun	
5	Mon	
6	Tue	
7	Wed	
8	Thu	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thu	
16	Fri	Carnival
17	Sat	
18	Sun	
19	Mon	
20	Tue	Last Day for fee-4th
21	Wed	
22	Thu	
23	Fri	KG Annual/convocation Day
24	Sat	
25	Sun	
26	Mon	
27	Tue	
28	Wed	
29	Thu	

## MARCH

Date	Day	Event
1	Fri	1st Friday Holy Mass
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	Shivarathri Holiday / International Women's Day
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	sub Term II Assessment
14	Thu	
15	Fri	sub
16	Sat	sub
17	Sun	
18	Mon	sub
19	Tue	
20	Wed	sub
21	Thu	
22	Fri	sub / Last working day
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	Good Friday
30	Sat	
31	Sun	Easter



## APRIL

Date	Day	Events
1	Mon	
2	Tue	
3	Wed	
4	Thu	
5	Fri	
6	Sat	
7	Sun	World Health Day
8	Mon	
9	Tue	
10	Wed	Eid Ul Fitr
11	Thu	
12	Fri	
13	Sat	
14	Sun	Ambedkar Jayanti/ Vishu
15	Mon	
16	Tue	
17	Wed	
18	Thu	
19	Fri	
20	Sat	
21	Sun	
22	Mon	World Earth Day
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	
29	Mon	
30	Tue	

## MAY

Date	Day	Events
1	Wed	May Day/ Internation
2	Thu	
3	Fri	
4	Sat	
5	Sun	
6	Mon	
7	Tue	
8	Wed	World Red Cross Day
9	Thu	
10	Fri	
11	Sat	
12	Sun	Mother's Day
13	Mon	
14	Tue	
15	Wed	
16	Thu	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thu	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	
31	FRI	







**CLASS TIME TABLE 2023-24**

CLASS:																
DAYS	8:45-9:10	I 9:10-9:50	II 9:50-10:30	BREAK				III 10:40-11:20	IV 11:20-12:00	V 12:00-12:40	LUNCH BREAK	VI 1:10-1:50	VII 1:50-2:30	VIII 2:35-3:15		
				BREAK												
MON	ASSEMBLY											VI 1:10-1:50	VII 1:50-2:30	VIII 2:35-3:15		
															BREAK	
TUES	ASSEMBLY											VI 1:10-1:50	VII 1:50-2:30	VIII 2:35-3:15		
WED															BREAK	
THUR	ASSEMBLY											VI 1:10-1:50	VII 1:50-2:30	VIII 2:35-3:15		
															BREAK	
FRI	ASSEMBLY											VI 1:10-1:50	VII 1:50-2:30	VIII 2:35-3:15		
BREAK																

**"I Love My Children,  
They are the Dearest  
Ideal of My Life"**



*St. Hannibal Mary Di Francia*

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