



SRI SWARNA VIDHYASHRAM
(Run by Swarna Educational Trust)
Shunmuganallur, Sankarankovil (T.K), Tenkasi(Dt).
Email:swarnavidhyashram@gmail.com
Website: www.ssvcbeschool.com
Ph . No: 04636 290111,290112
Cell: 8903975555,8903075555, 6382862392.

Name _____

Standard _____ **Section** _____

Address _____

Hand book should be brought to the school daily

WORKING HOURS

9.00 a.m. to 4.00 p.m.

The students must be in the campus by 8.50 a.m.

OFFICE HOURS

9.00 a.m. to 5.00 p.m.

VISITING HOURS TO MEET PRINCIPAL

On all days between 3.00 p.m to 4.00 p.m.

KG :All Saturdays are holidays

DAILY ROUTINE I-VIII STD

09.00 am to 09.10 am - Arrival

09.15 am to 09.40 am – Prayer and Zero Hour

09.40 am to 10.20 am -I Period

10.20 am to 11.00 am -II Period

11.00 am to 11.10 am - Interval

11.10 am to 11.50 am -III Period

11.50 am to 12.30 pm- IV Period

12.30 pm to 1.00 pm - Lunch

01.00 pm to 01.40 pm -V Period

01.40 pm to 02.20 pm - VI Period

02.20 pm to 02.30 pm - Interval

02.30 pm to 03.05 pm -VII Period

03.05 pm to 03.40 pm -VIII Period

MOTTO

“Towards a better world”

Our Vision

* The aim of the school is to prepare children academically, physically, socially and psychologically fit to become excellent and responsible citizens to lead the mankind as Doctors, Engineers, Scientists, Judges, Professors, etc. It also aims at bringing harmony in the world.

Our Mission

- * To be an Educational Institution for Excellence.
- * Holistic development of the students founded on the principles of academic excellence,
moral values, positive attitude and sporting skills.
- * Groom the students to overcome the challenges of the competitive world with
courage
and confidence.

From the desk of the Chairman . . .

Education is not mere accumulation of facts; it is preparation of life itself. Education is knowledge imbued with wisdom and ethics. It develops the personality of the students, moulds their character and develops mental skills to help them cope with problems and challenges of the complex world of today. One of the most significant character traits that need to be instilled in our youth during their education is a finely ingrained attitude of service- before-self. The aim is to make them successful not only in life, but also conscious of their duties and responsibilities towards their fellow citizens. It is with this vision SRI SWARNA VIDHYASHRAM EDUCATIONAL TRUST was formed. A wealth of learning opportunities can be had at SSV for a holistic development of your children.

The process of instruction and evaluation are modernized to enhance the quality of education which is in sync with the latest trends in the field of Education. Knowledge is imparted through problem-based learning and computer-assisted instruction. At SSV, Education is more student-driven rather than traditional, didactic and lecture-oriented. The serene and stirring environment of SSV is very much conducive to scholastic and erudite pursuits. I warmly welcome the pillars of future India to this centre of academic brilliance and assure you that it will make a qualitative and quantitative variation in your ward's life and career.

Regards,

AKBAR SHARIEEF. A

Chairman

SSV EDUCATIONAL TRUST

From the desk of the Principal...

Educating the mind without educating the heart is no education at all"- says Aristotle. Though imparting education to match the advancement in technology is our motto, we at SSV march our children ahead with moral values and principles. A committed and supportive management, dedicated teachers, caring and co-operative parents blend harmoniously to create a child-centric school. SSVians have an open and creative mindset for better critical thinking skills; learning how to build strong supportive relationships, understanding their own impulses, and developing empathy for others. We encourage them to see the world from a global perspective.

Our learners are taught to become independent through experiences within and beyond the classroom, whilst technology is embedded in the learning process to enhance creativity. Team work is the hallmark of SSV. I am very sure through collaborative effort we can achieve more to benefit our students who are the future leaders of India. I conclude with the quote of Alexander" I am in debt to my father for living, but to my teacher for living well".

Regards,
R. Dhanalakshmi M.Sc., B.Ed.,
Principal,
SSV.

STUDENTS'S PERSONAL DETAILS

1	Name of the Student	:	<hr/>
2	Std & Sec	:	<hr/>
3	Date of Birth	:	<hr/>
	Blood group	:	<hr/>
	Nationality	:	<hr/>
	Religion	:	<hr/>
4	Caste & Community	:	<hr/>
5	Name of the Father	:	<hr/>
	Occupation	:	<hr/>
	Mobile	:	<hr/>
	Email Id	:	<hr/>
6	Name of the Mother	:	<hr/>
	Occupation	:	<hr/>
	Mobile	:	<hr/>
	Email Id	:	<hr/>
	Res. Address	:	<hr/>
<hr/>			
7	Name of Brothers/sisters studying in the school		
1	<hr/>	Std	<hr/>
		Sec	<hr/>
2	<hr/>	Std	<hr/>
		Sec	<hr/>
8	Aadhar No	:	<hr/>
9	EMIS No	:	<hr/>

I assure that the above-mentioned particulars are true to the best of my knowledge.

Date:

Signature of the Parent/Guardian

<p><u>Tpehafh;];Jjp</u> %\pfthfdNkhjf `];j Rhkuf□□ □tpsk;gpj #j;u</p> <p>ThkzUgkNf];tuGj;u tpf;dtpehafghjek];Nj <u>ru];tjp];Jjp</u></p> <p>ru];tjpek];Jg;ak; tuNjfhk&gdp tpj;ahuk;gk; fhp\;ahkprpj;jph; gtJNk]jh</p>	<p><u>= y\;kp `af;hPth; gpuhh;j;jid</u> [;Qhehee;jkak; Njtk; eph;ky];gbfhf;Ujpk;</p> <p>Mjhuk;]h;ttpj;ahchk; `af;hPtcgh]; kN`!</p> <p><u>FU ke;ipuk;</u> FU gpuk;kh FU tp\;Z FU NjNthkNf];tu FU rh\hj; gug;gpuk;kh j];ik = FUNtek`!</p>
<p><u>PRAYER SONG</u></p> <p>All things bright and beautiful, All creatures great and small, All things wise and wonderful, The Lord God made them all (All things)</p> <p>Each little flower that opens, Each little bird that sings, He made their glowing colours, He made their tiny wings. (All things)</p> <p>He gave us eyes to see them, And lips that we might tell, How great is God almighty, Who hath made all things well. (All things)</p> <p>Cecil Frances Alexander</p>	<p><u>SHOWERS OF BLESSINGS</u></p> <p>There shall be showers of blessing</p> <p>This is the promise of love</p> <p>There shall be seasons refreshing</p> <p>Sent from the Father above</p> <p>(Chorus)</p> <p>Showers of blessing</p> <p>Showers of blessing we need</p> <p>Mercy drops around us are falling</p> <p>But for the showers we plead.</p> <p>There shall be showers of blessing</p> <p>Send them upon us O lord!</p> <p>Grant to us now a refreshing</p> <p>Come now and honour Thy world</p> <p>(Chorus)</p>

<u>WE SHALL OVERCOME</u>	<u>BIND US TOGETHER LORD</u>
We shall overcome, we shall overcome	
We shall overcome someday...	Bind us together Lord
For deep in my heart, I do believe	Bind us together with
We shall overcome some day.	Cords that cannot be broken
We are not afraid, we are not afraid	Bind us together Lord
We are not afraid, today...	Bind us together Lord
For deep in my heart, I do believe	Bind us together with love
We shall overcome someday	
	There is only one God
The truth shall make us free	There is only one King
The truth shall make us free	There is only one body
The truth shall make us free someday	That is why we sing (Bind)
For deep in my heart, I do believe	
We shall overcome someday	
We shall live in peace, we shall live in peace	
We shall live in peace, someday...	
For deep in my heart, I do believe	
We shall overcome someday.	

SARE JAHAN SE ACHA

Sare jahan se acha

Hindusthan hamarahamara (Sare)

Hum bulbulehain iski

Ye gulsithan hamara hamara (Sare)

Parvath who sub se uncha hamsayaaasmanka

Who santhari hamara who pasban hamara hamara (Sare)

Godhi mein khelti hain

Iski hazaar nadhiyan

Gulshan hai jinke damse (2 times)

Sab kebina hamara hamara (Sare)

Mazhubnahinsikhataaapas

Mein bairrakhna (2 times)

Hindeehain hum! Hindeehain hum!

Hindeehain hum! Vathan hai

Hindusthan hamara hamara (Sare)

VANDE MATHARAM

Vandematharam, Vandematharam

Sujalam,Suphalam,Malayaja sheethalam

Shashya shyamalam Matharam

Vande Matharam

Suhbra Jyotsnam pulakitha yaminim

Pulla kusumitha Dhrumatala shobinim

Suhasinim, Sumadhura Bhashinim

Suukadhan Varadham Matharam

Vande Matharam- (3 times)

POSITIVE THOUGHT

I am a peaceful being, I believe in myself

I feel so light

I feel powerful; I am safe and cared for

The rays of power are showering on me, directly from the Supreme God,

Making me feel complete and I am becoming powerful.

I get good memory, good concentration.

Every day and everywhere, I am getting better and better.

All the people around me are so nice.

My parents, family, friends, schoolmates and teachers, are all under the blessings, and
bliss of the God.

Whatever happens is for good.

Whatever happening to me is also for good.

What is going to happen is going to be better.

I am so peaceful

Shanthi ! Shanthi ! Shanthi!

CLASS ROOM PLEDGE	PLEDGE
I, Citizen of India solemnly swear that	India is my country;
I will work for the welfare of the country	
	All Indians are my brothers and sisters.
I will support gender equality	
I will use gadgets only for the betterment of my growth.	I love my country and I am proud of its rich and varied heritage.
I will follow the government rules and laws and pay my taxes judiciously	I shall always strive to be worthy of it.
I will fight against bribe and any malpractice activities.	I shall give my parents; teachers and all elders respect and treat everyone with courtesy.
	To my country and to my people, I pledge my devotion.
	In their well-being and prosperity alone lies my happiness.

jkpo;j;jha; tho;j;J

ePuhUq; fLYLj;j epykle;ijf; nfopnyhOFk;
rPuhUk; tjdnkdj; jpfo;gujf; fz;lkpjpy;
njf;fzKk; mjpw;rpwe;jjpuhtpley; jpUehLk;
jf;frpWgpiwEjYk; jhpj;jeWe; jpyfKNk
mj;jpyfthridNghy; midj;JyFk; ,d;gKw
vj;jpirAk; Gfo; kzf;f ,Ue;jngUe; jkpozq;Nf!
jkpozq;Nf!

cd; rPhsikj; jpwk; tpae;J nray; kwe;J
tho;j;JJNk! tho;j;JJNk! tho;j;JJNk!
- kNdhd;kzpak; ng. Re;juk;gps;is

nfhbtho;j;Jg; ghly;

jhapd; kzp□□nfhb ghhPh;!-mijj;

jho;e;J gzpe;J Gfo;e;jplthhPh;

(jhapd;)

Xq;fp tsh;e;jNjhh; fk;gk;-mjd;
cr;rpapd; Nky; te;Nj khjuk; vd;Nw
ghq;fpd; vOjpp; jpfOk; - nra;a
gl;nlhsptPrpg; gwe;jJ ghhPh;!

(jhapd;)

fk;gj;jpd; fPo; epw;wy; fhzPh; - vq;Fk;

fhzUk; tPuh; ngUe;jpUf; \$l;lk;

ek;gw; Fhpah; mt;tPuh; - jq;fs;

ey;Yaph; <e;Jk; nfhbapidf; fhg;gh; (jhapd;)

-kfhftpRg;ukzpa ghujpahh;

NATIONAL ANTHEM

Jana Gana Mana Adhi Nayaka Jaya He

Bharatha Bhagya Vidhata.

Punjaba Sindhu Gujaratha Maratha

Dravida Uthkala Banga

Vindhaya Himachala Yamuna Ganga,

Uchchala Jalathi –taranga.

Tava Subha Naame Jage,

Tava shubha asisa mange,

Gahe tava Jeya gatha.

Jana gana mangala-dayaka ajaya he

Bharata- bhagya-vidhatha. jaya he, jaya he,

Jaya Jaya Jaya Jaya he.

Rabindranath Tagore

Kinder garten (Pre.K.G, LKG & U.K.G)

Sensory activities, Montessori apparatus, phonic drill, play way arithmetic, Life skill based curriculum, Soft skill, Learning creative work, Alphabet and numbers, Tamil & Hindi singing, Colouring, Story Telling, Nature talk, Health talk, Art & Craft, Games and conversation.

Standard : I to II

English, Tamil, Maths, Evs, Drawing, General Knowledge, Coding and Computer skills, Craft, Music, Dance and Value Education, Soft Skills & Life Skills and Physical Education.

Standard: III&V

English, Tamil, Maths, General science, Evs, Formal& Functional Grammar, computer science, General knowledge, physical education, Drawing, Dance, Craft & music, value education, soft skills & Life skills.

Standard: VI to VIII

English, Tamil, Maths, General Science, Social Studies, Formal & Functional Grammar, Computer Science, General Knowledge, Physical Education, Drawing, Dance, Craft & Music.

IIT/JEE MAIN AND ADVANCED

Our school provides career development course for IIT/JEE (MAIN AND ADVANCED)/NEET in the school campus from classes VI to VIII - foundation course. This advanced course in school helps the students to keep them abreast with the latest developments and methodologies in all competitive exams. Practice worksheets will be sent weekly to make them fair in the frequent cycle tests, thereby help the teachers and parents to evaluate the aspirant's progress constantly.

Motivation Class /Private Tuition

Every individual need appreciation and motivation. In order to motivate them, special encouragement classes are conducted by the respective subject teachers for the slow achievers of STD I to VIII in the evenings.

Their academic drawback will be identified and solved properly with extra care. Our staff of Sri Swarna Vidhyashram are not allowed to take private tuitions for the school students in order to ensure quality teaching with sincerity and devotion. In case of violation of this rule, severe action will be taken.

Co Curricular & Club Activities

Besides academics, Sri Swarna Vidhyashram offers many co-curricular and club activities to create a positive learning environment which provides students the freedom to learn, grow and be what they ought to be.

A child needs both, freedom and discipline. Freedom inspires creativity and through discipline he/she finds the correct expansion. It is therefore necessary to balance both for personal development.

*	Scouts and Guides	Cubs and bulbuls
*	Junior Red Cross	Math Club
*	English Literary Club	Recycling Club

*	Science Club	Tamil Mandram
*	Drawing Club	Computer Club
*	Arts & Crafts Club	Eco Club
*	Dance Club	Road Safety Club
*	Music Academy	Gardening Club
*	Yoga	Band
*	Archery	Karate
*	Bharatham	Silambam
*	Skating	Western Dance
*	Chess	

CO CURRICULAR ACTIVITIES			
KINDER GARTEN			
MONTH	DATE	DAY	COMPETITION
JUNE	23.06.2023	FRIDAY	COLOURING COMPETITION
JULY	17.07.2023	MONDAY	THEME DAY - FLOWERS
AUGUST	24.08.2020	MONDAY	CLAY MODELLING
	28.08.2020	FRIDAY	THEME DAY - FRUITS
SEPTEMBER	09.09.2020	WEDNESDAY	RHYMES RECITATION

OCTOBER	09.10.2020	FRIDAY	COLOURS DAY
	12.10.2020	MONDAY	STORY TELLING
NOVEMBER	13.11.2020	FRIDAY	FANCY DRESS/ FASHION SHOW
	25.11.2020	WEDNESDAY	THEME DAY - ANIMALS
DECEMBER	15.12.2020	TUESDAY	THEME DAY - BIRDS
JANUARY	08.01.2021	FRIDAY	THIRUKKURAL RECITATION
	22.01.2020	FRIDAY	THEME DAY- SAVE WATER AND TREES
FERUARY	10.02.2021	WEDNESDAY	READING COMPETITION - ENG/TAM
	17.02.2021	WEDNESDAY	HAND WRITING ENGLISH
	22.02.2021	MONDAY	HAND WRITING TAMIL

CO CURRICULAR ACTIVITIES			
GRADE I & II			
MONTH	DATE	DAY	COMPETITION
JUNE	17.06.2023	SATURDAY	DRAWING AND COLOURING
JULY	27.07.2023	THURSDAY	POEM RECITATION ENGLISH
	28.07.2023	FRIDAY	POEM RECITATION TAMIL

AUGUST	21.08.2023	MONDAY	ART FROM WASTE
SEPTEMBER	08.09.2023	FRIDAY	HAND WRITING ENGLISH
	30.09.2023	SATURDAY	HAND WRITING TAMIL
OCTOBER	09.10.2023	MONDAY	THIRUKKURAL RECITATION
NOVEMBER	06.11.2023	MONDAY	HINDI NUMBER COUNT
DECEMBER	08.12.2023	FRIDAY	STORY TELLING ENGLISH
JANUARY	06.01.2023	SATURDAY	READING COMPETITION ENGLISH
FEBRUARY	16.02.2023	FRIDAY	READING COMPETITION TAMIL

CO CURRICULAR ACTIVITIES			
GRADE III – V			
MONTH	DATE	DAY	COMPETITION
JUNE	17.06.2023	SATURDAY	GREETING CARD PREPERATION
JULY	27.07.2023	THURSDAY	PAINTING

AUGUST	28.07.2023	FRIDAY	ROLE PLAY - ENGLISH
SEPTEMBER	21.08.2023	MONDAY	TABLES TEST
	08.09.2023	FRIDAY	READING COMPETITION TAMIL
OCTOBER	30.09.2023	SATURDAY	THIRUKKURAL RECITATION
NOVEMBER	09.10.2023	MONDAY	HAND WRITING TAMIL
DECEMBER	06.11.2023	MONDAY	SPELL BEE
JANUARY	08.12.2023	FRIDAY	READING COMPETITION ENGLISH
FERUARY	06.01.2023	SATURDAY	ART FROM WASTE

CO CURRICULAR ACTIVITIES			
GRADE VI - VIII			
MONTH	DATE	DAY	COMPETITION
JUNE	17.06.2023	SATURDAY	DO IT YOURSELF (DIY)

JULY	27.07.2023	THURSDAY	POSTER MAKING
AUGUST	28.07.2023	FRIDAY	PENCIL SHADING
SEPTEMBER	21.08.2023	MONDAY	VEGETABLE CARVING
	08.09.2023	FRIDAY	READING COMPETITION TAMIL
OCTOBER	30.09.2023	SATURDAY	SOCIAL MODEL MAKING
NOVEMBER	09.10.2023	MONDAY	TABLES TEST
DECEMBER	06.11.2023	MONDAY	SPELL BEE
JANUARY	08.12.2023	FRIDAY	HAND WRITING ENGLISH
FEBRUARY	06.01.2023	SATURDAY	READING COMPETITION ENGLISH

June 2023			
DATE	DAY	Other Subjects	ELGA
1	Thurs	School Reopens Assembly(Theme World Environment Day)	
2	Fri	BOY EXAM for all Subjects except CCS and ELGA BOY EXAM for all Subjects except ELGA	Unit I Day 1
3	Sat	Bridge Course Day 1	
4	Sun	Holiday	
5	Mon	Assembly Bridge Course Day 2	Day 2
6	Tues	Bridge Course Day 3	Day 3
7	Wed	Bridge Course Day 4	Day 4
8	Thurs	Bridge Course Day 5	Day 5

9	Fri	Bridge Course Day 6	
10	Sat	Bridge Course Day 7/Post Bridge course ASM Holiday for PP	
11	Sun	Holiday	
12	Mon	Assembly (Theme World Blood Donor Day,Father's Day)Unit I Day 1	Day 6
13	Tues	Unit I Day 2	Day 7
14	Wed	Unit I Day 3	Day 8
15	Thurs	Unit I Day 4	Day 9
16	Fri	Unit I Day 5	
17	Sat	Unit I Day 6 Holiday for PP	
18	Sun	Holiday	
19	Mon	Assembly (Theme Inteernational YOGA Day) Unit I Day 7	Day
20	Tues		Day
21	Wed		Day
22	Thurs	Earth Day	Day
23	Fri		
24	Sat		
25	Sun		
26	Sun	Holiday	
27	Mon		
28	Tue		
29	Wed	School closes for summer holidays	
30	Thu		
Total No.of Working Days -		No.of Holidays :	
Jun-2020			
DATE	DAY	PARTICULARS	
1	Mon		
2	Tue		
3	Wed		
4	Thu		
5	Fri	World Environmental Day / School Reopens	
6	Sat		
7	Sun	Holiday	
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat		
14	Sun	Holiday	
15	Mon		

16	Tue		
17	Wed		
18	Thu		
19	Fri	Father's Day and Yoga Day Celebrations	
20	Sat		
21	Sun	International Yoga Day / Father's Day - Holiday	
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri	KG - COLOURING COMPETITION	
27	Sat		
26	Mon	Holiday	
27	Tues		
28	Wed		
29	Thurs		
30	Fri		
Total No.of Working Days -		No.of Holidays :	

Jul-2020		
DATE	DAY	PARTICULARS
1	Wed	
2	Thu	
3	Fri	
4	Sat	
5	Sun	Holiday
6	Mon	PT-I Exam Begins - Hiroshima Day
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	PT-I Exam Ends
12	Sun	Holiday
13	Mon	
14	Tue	
15	Wed	
16	Thu	
17	Fri	
18	Sat	Open Meet – I
19	Sun	Holiday
20	Mon	KG THEME DAY - FLOWERS
21	Tue	
22	Wed	

23	Thu	
24	Fri	
25	Sat	
26	Sun	Holiday
27	Mon	
28	Tue	
29	Wed	
30	Thu	
31	Fri	
Total No.of Working Days -		No.of Holidays :

Aug-2020		
DATE	DAY	PARTICULARS
1	Sat	Bakrid
2	Sun	Aadi Thabasu – Holiday
3	Mon	Aadi Thabasu – Holiday
4	Tue	
5	wed	
6	Thu	
7	Fri	
8	Sat	
9	Sun	Holiday
10	Mon	Gogulashtami celebrations
11	Tue	Gogulashtami
12	wed	
13	Thu	
14	Fri	Independence day Celebrations
15	Sat	Independence day
16	Sun	Holiday
17	Mon	PT-II Exam Begins
18	Tue	
19	wed	
20	Thu	
21	Fri	PT-II Exam Ends / Vinayagar Chaturthi Celebrations
22	Sat	Vinayagar Chaturthi
23	Sun	Holiday
24	Mon	KG - CLAY MODELLING
25	Tue	
26	wed	
27	Thu	
28	Fri	KG THEME DAY – FRUITS
29	Sat	Open Meet – II
30	Sun	Muharam Holiday

31	Mon	Onam
Total No.of Working Days -		No.of Holidays :

Sep-2020		
DATE	DAY	PARTICULARS
1	Tue	
2	Wed	
3	Thu	
4	Fri	
5	Sat	
6	Sun	Holiday
7	Mon	KG - RHYMES RECITATION
8	Tue	
9	Wed	Grand Parents Day Celebrations
10	Thu	Term I Exam Begins
11	Fri	
12	Sat	
13	Sun	Holiday
14	Mon	
15	Tue	
16	Wed	
17	Thu	
18	Fri	
19	Sat	
20	Sun	Holiday
21	Mon	
22	Tue	
23	Wed	Term I Exam Ends
24	Thu	Short Break Begins
25	Fri	
26	Sat	
27	Sun	Holiday
28	Mon	
29	Tue	
30	Wed	
Total No.of Working Days -		No.of Holidays :

Oct-2020		
DATE	DAY	PARTICULARS
1	Thu	

2	Fri	Gandhi Jayanthi
3	Sat	
4	Sun	Holiday
5	Mon	School Re Opens after Short Break
6	Tue	
7	Wed	
8	Thu	
9	Fri	KG - COLOURS DAY
10	Sat	Open Meet - 3
11	Sun	Holiday
12	Mon	KG - STORY TELLING
13	Tue	
14	Wed	
15	Thu	
16	Fri	
17	Sat	
18	Sun	Holiday
19	Mon	
20	Tue	
21	Wed	
22	Thu	
23	Fri	
24	Sat	
25	Sun	Ayuthapooja /Saraswathipooja
26	Mon	Vijayadasami
27	Tue	
28	Wed	
29	Thu	
30	Fri	Milad Un Nabi
31	Sat	
Total No.of Working Days -		No.of Holidays :

Nov-2020		
DATE	DAY	PARTICULARS
1	Sun	Holiday
2	Mon	
3	Tue	
4	Wed	
5	Thu	
6	Fri	
7	Sat	
8	Sun	Holiday
9	Mon	

10	Tue	
11	Wed	
12	Thu	
13	Fri	Diwali / Children's Day Celebrations/ KG - FANCY DRESS/FASHION SHOW
14	Sat	Diwali / Children's Day
15	Sun	Holiday
16	Mon	
17	Tue	
18	Wed	
19	Thu	
20	Fri	
21	Sat	
22	Sun	Holiday
23	Mon	
24	Tue	
25	Wed	KG THEME DAY - ANIMALS
26	Thu	
27	Fri	
28	Sat	
29	Sun	Thirukarthigai - Holiday
30	Mon	
Total No.of Working Days -		No.of Holidays :

Dec-2020		
DATE	DAY	PARTICULARS
1	Tue	
2	Wed	
3	Thu	
4	Fri	
5	Sat	
6	Sun	Holiday
7	Mon	PT - III Exam Begins
8	Tue	
9	Wed	
10	Thu	
11	Fri	
12	Sat	PT - III Exam Ends
13	Sun	Holiday
14	Mon	
15	Tue	KG THEME DAY – BIRDS
16	Wed	
17	Thu	
18	Fri	

19	Sat	Open Meet PT-III
20	Sun	Holiday
21	Mon	
22	Tue	
23	Wed	Christmas Celebrations
24	Thu	Eve of Christmas Winter Break Begins
25	Fri	Christmas – Holiday
26	Sat	
27	Sun	Holiday
28	Mon	
29	Tue	
30	Wed	
31	Thu	
Total No.of Working Days -		No.of Holidays :

Jan-2021		
DATE	DAY	PARTICULARS
1	Fri	
2	Sat	
3	Sun	Holiday
4	Mon	School Re opens after Winter Break
5	Tue	Swami Vivekanada's Birthday / National Youth Day
6	Wed	
7	Thu	
8	Fri	Indian Army Day/ KG - THIRUKKURAL RECITATION
9	Sat	
10	Sun	Holiday
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	Netaji's birthday
17	Sun	Holiday
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	KG THEME DAY- SAVE WATER AND TREES
23	Sat	
24	Sun	Holiday
25	Mon	
26	Tue	

27	Wed	
28	Thu	
29	Fri	
30	Sat	Mahatma Gandhi Memorial Day
31	Sun	
Total No.of Working Days -		No.of Holidays :

Feb-2021		
DATE	DAY	PARTICULARS
1	Mon	PT-IV Exam Begins
2	Tue	
3	Wed	
4	Thu	
5	Fri	PT-IV Exam Begins
6	Sat	
7	Sun	Holiday
8	Mon	
9	Tue	
10	Wed	KG READING COMPETITION - ENG/TAM
11	Thu	
12	Fri	
13	Sat	Open Meet –IV
14	Sun	Holiday
15	Mon	
16	Tue	
17	Wed	KG HAND WRITING – ENGLISH
18	Thu	
19	Fri	
20	Sat	
21	Sun	Holiday
22	Mon	KG HAND WRITING – TAMIL
23	Tue	
24	Wed	Holiday
25	Thu	
26	Fri	
27	Sat	
28	Sun	National Science Day
Total No.of Working Days -		No.of Holidays :

Mar-2021		
DATE	DAY	PARTICULARS
1	Mon	

2	Tue	
3	Wed	
4	Thu	
5	Fri	Term - II Exam Begins
6	Sat	
7	sun	Holiday
8	Mon	
9	Tue	
10	Wed	
11	Thu	
12	Fri	
13	Sat	
14	sun	Holiday
15	Mon	
16	Tue	
17	Wed	
18	Thu	
19	Fri	Term - II Exam Ends
20	Sat	
21	sun	Holiday
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	Annual Exam Result Declaration
28	sun	Holiday
29	Mon	Book Distribution 2021-22
30	Tue	Book Distribution 2021-22
31	Wed	Book Distribution 2021-22
Total No.of Working Days -		No.of Holidays :

Note to the parents

- * Parents should ensure that their wards report to school on the scheduled re-opening day after holidays.
- * Students who commute to school by their own conveyance must be in school by 8:50 am and school gates will be closed at 8:55. Students who report late to school for the second time in a given month will be sent back home.
- * Every day, students are expected to come to school neatly dressed, full uniform, along with their school bag.
- * Students are expected to move on the corridors and in stairs in a disciplined manner. They should walk in a line, keeping left in perfect silence at all times.
- * Students are to refrain from bringing any sharp objects to school.

- * Students are expected to handle school property with care.
- * Students who use offensive language, bully & hurt other students or cause damage to school property are liable to be penalized.
- * Students are not allowed to wear jewelry/expensive ornaments. The school bears no responsibility for any loss of articles.
- * School shall take disciplinary action of suspending the student for one week in case of misconduct, even after oral and written warning for 5 consecutive times.
- * Parents who wish to meet the teachers are requested to do so, only after school hours in the evening on Fridays from 03:00pm to 04:00pm.
- * Change of Address, Telephone numbers should be intimated to the class Teacher.
- * Parents are requested to respond to the invitations sent by the school.
- * All circulars received from the teachers/Principal should be duly acknowledged.
- * Students should bring the hand book to school every day. Parents are expected to sign the hand book every day.
- * All particulars in the hand book should be duly filled in.
- * Parents are requested to advise their wards to speak English at home too, to strengthen communication skills.
- * Above all, parents are requested to watch and grade the academic progress of their wards regularly.
- * It is mandatory to get signature in No Due card before all exams, to get Hall Ticket

RULES REGARDING LEAVE AND ATTENDANCE

1. Students should apply for leave only through prescribed forms. Ten application forms are given free of cost at the beginning of the year. If exhausted, no extra forms will be issued.
2. Prior permission of the principal is required for availing leave for personal reasons.
3. Leave intimation should be passed through the school's front office in morning before 9am, when it is required for valuable reasons.

4. If leave is claimed for more than three days on account of illness, a medical certificate must be attached to the application.
5. Students who lack 90% attendance are not eligible to appear for the Annual examination. Students who obtain 100% attendance will be rewarded.
6. Pupils who play truant will be dismissed.
7. A day's leave can be sanctioned by the class teacher. Leave for more than one day can be sanctioned only by the Principal.
8. All the students are expected to attend the first day of school after any vacation/ break.

AVAILING LEAVE FOR THE FOLLOWING REASONS IS TO BE AVOIDED BY STUDENTS:

- * Family function (But for blood relatives)
- * Accompanying parents on tour.
- * Simple religious ceremonies.
- * Preparing for school examinations and other competitive examinations.
- * Attending to parent's occupation/business.
- * Entertaining relatives/visitors at home.
- * Note: Students who go on vacation to their native place or other places should book their return tickets in advance.

PATH TO SUCCESS

The school has introduced an award system for all the students. We believe that, it is important for our pupils to acquire the correct skills and attitudes to become responsible members of society. We also believe that a structured award system is one of the ways to nurture the students' overall personalities, after careful observation and research, categories of the awards are listed.

The teachers announce these awards at the end of each month during the Monday assembly, where the children are proudly honored with the badges.

For students from Grades KG to VIII, the following award categories are in place:

1. Young Ramanujam award: Best in Math skill
2. Best Leader: Best in leadership qualities
3. Best ever kid: All rounder
4. Voice of the Year: Good in Communication skill
5. Best Penmanship: Good in handwriting

The award system is designed to provide individual students with positive recognition, achievement and progress. We look forward the parents in motivating the children aspire and achieve these awards .

LATE ATTENDANCE

- * Students are expected to be in the school premises atleast 5 minutes before the first bell.
- * Late comers will be marked “Absent” for the morning session.
- * Students who come late even for a day, are not eligible for winning the prize and certificate for 100% attendance.
- * If a student is late for more than 3 times in a term, he/she will be called for an enquiry by the Disciplinary committee.

RE-ADMISSION FEE PARTICULARS

No. of days absent either continuously or intermittently from the reopening day	Std.I to VIII
3	Disciplinary enquiry

5	Rs.200
8	RS.500

PAYMENT OF SCHOOL FEES

- * School fee and other payments should be made at the school fee counter.
- * Fee should be paid on or before 10th of August & December.
- * Failure to pay the fee on the specified date, will lead to a fine of Rs.100/-.
- * Fee arrears if any, should be cleared before each Terminal Examination.
- * Hall-ticket will be issued only to the students who clear their dues.
- * School Fee, Admission fee or any other fee once paid will not be refunded, adjusted or transferred to some other student's name.
- * Attendance will not be given to school fee defaulters until they pay the same. They will also be not eligible for the 100% attendance prize.

RULES REGARDING UNIFORM:

The school emphasizes on “Uniform Formalities” to a great extent. Students are expected to respect the school uniform and are compulsorily required to attend school, wearing proper uniform on all the working days. It is the duty of the parents to ensure that their wards come to school neatly dressed.

- * Each pupil is expected to possess at least two sets of regular uniform and one set of house uniform
- * It is compulsory for every student to wear a clean uniform to school and also for school functions. Habitual defaulters in uniform will be severely punished.
- * Only black shoes and white shoes provided by the school are to be used.
- * Fancy black shoes of different brands are not permitted.

- * Stitched uniform will be provided by school.
- * Boys are expected to wear belts provided by the school
- * Uniform should be washed and ironed daily.
- * Girls are expected to come in double plaits. Boys are expected to maintain short, trimmed hair.
- * Students are permitted to come in decent civil dress on their birthdays and join the choir in the morning assembly, hosted by the school
- * Whenever the student is present in school for regular/ special/ revision class (including Sunday) he/she must be in school uniform.
- * Three warnings will be given to uniform defaulters by the class teacher.
- * Wearing watch is not permitted. Fancy watches will be confiscated.

Note: Failure to comply with the rules mentioned above will lead to the student being sent home at the discretion of the Principal.

NATURE OF UNIFORM DEFAULT:

- | | |
|----------------------------|------------------|
| ➤ Untidy uniform. | Uncombed hair. |
| ➤ Unpolished shoes. | Untrimmed nails. |
| ➤ Not fixing the monogram. | |

NOTE: i) Uniform of students will be checked everyday by the class Teacher/P.E.T.

ii) Uniform defaulters column should be checked in diary by the parents and if any complaints mentioned, rectification is required on the same.

LIBRARY RULES AND REGULATIONS:

- The school library is kept opened from 9.00 a.m to 04:00 pm every working day.
- Students should enter the library only in uniform.
- Readers who desire to use the library shall enter his/her name and standard legibly in the Library Register.

- Readers should not write damage or make any mark on any book, manuscript or magazine belonging to the library.
- Readers shall be responsible for any damage done to the books or other property belonging to the library and shall be required to replace each book or other property damaged or pay the said value in cash thereof.
- If any one book of a set is damaged, the whole set will have to be replaced.
- Readers will be allowed to take papers for writing purpose and school hand book into the library.
- Before leaving the library, the student is accountable to satisfy the librarian as to whether the books lent to him/her are in good condition. Otherwise, he/she is responsible for the replacement of the book.
- Students should maintain absolute silence in the library. Students should move about in the library in a dignified manner, without causing any disturbance to the other readers.

EXAMINATION MODE:

As per the new amendment of CBSE, the assessment structure and examination for classes I to VIII have been prepared and it comprises two terms i.e. Term-I and II as explained below:

TERM I (1st half of the syllabus)	TERM II (100% syllabus)
PERIODIC TESTS- PT 1,2	PERIODIC TESTS – PT 3,4
HALF YEARLY EXAMINATION	YEARLY EXAMINATION

ELIGIBILITY CRITERIA AND EXAMINATION RULES

- A minimum attendance of 90%, and settlement of all fee arrears is mandatory.
- Every student should be punctual and be present in the examination hall at the stroke of the bell.
- Every student should ensure that, no un-authorized paper material is taken to the examination hall.
- Papers will be provided for writing the examination for periodic& Terminal examinations.

- Nothing should be marked on the question paper except the exam number and the correction (if any) dictated by the examination committee members.
- Any attempt of malpractice will be viewed seriously.
- If the examination committee finds any student indulging in malpractice, an enquiry will be conducted on the day specified.
- Stationery items such as pen, pencil, geometry box and other necessary articles should be brought to the examination hall.
- As per the CBSE norms, there will be no special examination for the absentees. Attendance for all exams is mandatory.
- Every student will be allowed to the examination hall checking their 'No-Due Card'.
- There should be no exchange of question paper or stationery item during the examination.

OPEN DAY

The school conducts open day for all the parents/guardians to meet the principal, Class Teachers and subject teachers after every term and examination. The day and date for the 'open days' are mentioned in the Hand book. It is obligatory on the part of the parents to call on the school and to meet the members of the staff concerned to know their ward's academic performance and etiquette in the school.

WEEKLY TESTS:

Weekly tests are conducted on Tuesdays AND Fridays for classes I to VIII, following the periodic time table covering one subject a day. It is compulsory to appear for the weekly tests, which helps the students to stay sentient with the weekly syllabus. There shall be no retest and the child will be awarded zero, in case of absence.

SUGGESTION BOX:

A suggestion box is placed at the school office. Any complaint or suggestion to improve the existing conditions is invited from the students and parents. Their views will be kept confidential.

SMART CLASSES:

In order to make teaching & learning process more interesting, smart classes with the use of digital boards have been introduced for all classes from Nursery to VIII.

<h3><u>PROCEDURE FOR APPLYING/ISSUING TRANSFER CERTIFICATE:</u></h3>

To apply for T.C., parents are expected to adhere strictly to the notification circular from the school, which will be given in the month of February. If failed, parents are subjected to follow the school norms of remitting the first term fee of next academic year.

School leaving certificate will be issued only after referring the NO Due Certificate, received from the Accounts Department.

<u>Date :</u>	<u>Day:</u>
<u>New Word:</u>	<u>Wake Up time:</u>
<u>Sub 1:</u>	
<u>Sub 2:</u>	
<u>Sub 3:</u>	
<u>Sub 4:</u>	
<u>Sub 5:</u>	
<u>Reads News Paper</u> <input type="checkbox"/> <u>Prays Every Day</u> <input type="checkbox"/> <u>Takes care of Belongings</u> <input type="checkbox"/>	
<u>Obeys Parents</u> <input type="checkbox"/> <u>Speaks English</u> <input type="checkbox"/> <u>Bed Time:</u> <input style="width: 50px;" type="text"/>	

Portion for periodic Test-1

Date	Subject	Portions

Signature of the class Teacher

Signature of the Parent

Portion for periodic Test-2

Date	Subject	Portions

Signature of the class Teacher

Signature of the Parent

Portion for Term Examination-I

Date	Subject	Portions

Signature of the class Teacher

Signature of the Parent

Portion for Periodic Test-3

Date	Subject	Portions

Signature of the class Teacher

Signature of the Parent

Portion for Periodic Test-4

Date	Subject	Portions

Signature of the class Teacher

Signature of the Parent

Portion for Term Examination-II

Date	Subject	Portions

Signature of the class Teacher

Signature of the Parent

APPLICATION FOR LEAVE

Date: _____

Name : _____ Class & Section _____
Leave Required from : _____ To _____
Reason : _____

Signature of the parent

Class Teacher

N.B. This application for leave must be given in person. No other form of application for leave will be entertained under any circumstances. In case of sudden sickness, the application with medical certificate should be produced on the date of joining after leave.

APPLICATION FOR LEAVE

Date: _____

Name : _____ Class & Section _____
Leave Required from : _____ To _____
Reason : _____

Signature of the parent

Class Teacher

N.B. This application for leave must be given in person. No other form of application for leave will be entertained under any circumstances. In case of sudden sickness, the application with medical certificate should be produced on the date of joining after leave.

Physical Fitness of the student				
Evaluation by the Physical Education Department				
Period	Height (CM)	Weight (CM)	Personal Cleanliness	P.E.T Signature
Term I				
Term II				

TENTATIVE TEST SCHEDULE FOR THE ACADEMIC YEAR 2023-2024					
CLASS KG - VIII					
S.No	Name of the Test	Timing	Date of Commencement	Date of Completion	Date of Parent-teacher's Meet
1	PERIODIC-1	10.00 A.M-11.30 A.M	07.08.2023	11.08.2023	26.08.2023
2	PERIODIC-2	10.00 A.M-11.30 A.M	26.10.2023	28.10.2023	04.11.2023
3	TERM-1	10.00 A.M-12.30 P.M	20.11.2023	24.11.2023	09.12.2023
4	PERIODIC-3	10.00 A.M-11.30 A.M	05.02.2024	09.02.2024	17.02.2024
5	TERM-2	10.00 A.M-12.30 P.M	15.03.2024	22.03.2024	RESULTS - 30.03.2024

LATE ATTENDANCE RECORD

[illegible]

COMMUNICATION OF PARENT TO THE TEACHER

[illegible]

COMMUNICATION OF PARENT TO THE TEACHER

[illegible]

History Of Books Read in The School Library

S.NO	DATE	NAME OF THE BOOK	Author	Librarian's Initial

CLASS TIME TABLE - 2023-2024													
DAY	Zero Hour	1	2	SHORT BREAK (11.00-11.10)	3	4	LUNCH BREAK (12.30- 1.00)	5	6	SHORT BREAK (2.20-2.30)	7	8	DIARY SIGN (3.35-3.45)
	9.20	9.40	10.20		11.10	11.50		1.00	1.40		2.30	3.05	
	- 9.40	- 10.20	- 11.00		- 11.50	- 12.30		- 1.40	- 2.20		- 3.05	- 3.35	
MON				SHORT BREAK (11.00-11.10)			LUNCH BREAK (12.30- 1.00)			SHORT BREAK (2.20-2.30)			DIARY SIGN (3.35-3.45)
TUE													
WED													
THU													
FRI													
SAT													