



# INDUSCHAMPS SCHOOL

ii**e**bm<sup>®</sup>  
IN THE FIELD OF EDUCATION SINCE 1951

CBSE Affiliation No.: 1130999

Wakad, Pune - 57.



## School Almanac 2023-24

Name : \_\_\_\_\_

Class : \_\_\_\_\_ Roll No.: \_\_\_\_\_





# The Constitution of India

## PREAMBLE

**WE, THE PEOPLE OF INDIA**, having solemnly resolved to constitute India into a **SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC** and to secure to all its citizens :

**JUSTICE**, social, economic and political;

**LIBERTY** of thought, expression, belief, faith and worship;

**EQUALITY** of status and of opportunity; and to promote among them all

**FRATERNITY** assuring the dignity of the individual and the unity and integrity of the Nation;

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



# INDIA





*“My best wishes to all the students.”*

**Shri Sharad Pawar**

MEMBER OF PARLIAMENT, RAJYA SABHA  
Chief Patron  
IIEBM - Indus Business School



Shrimant Shivaji Raje Naik  
Nimbalkar



Col. Vinod Marwaha



Shrimant Ram Raje Naik  
Nimbalkar



Shrimant Sanjeev Raje Naik  
Nimbalkar



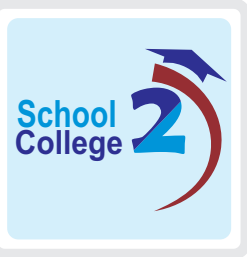
Dr. Jai Singh







*Preparing today's students  
for tomorrow ...*



**The Holistic  
Approach**





# INDUSCHAMPS SCHOOL

**CBSE Affiliation No.: 1130999**

**Wakad :** IIEBM Campus, Sr. No.114/1/3, Dange Chowk-Hinjewadi Road,  
Bhumkar Chowk, Wakad, Pune - 411 057

**Tel. No.:** 8149093779 / 8149093789 / 7709057881 (Whatsapp) **E-mail :** info@induschampsschool.edu.in

**Website :** www.induschampsschool.edu.in

## School Almanac 2023-24

Name : \_\_\_\_\_

Std. : \_\_\_\_\_ Div. : \_\_\_\_\_

Roll No. : \_\_\_\_\_ House : \_\_\_\_\_

*Students must carry this Almanac to school every day*

Parents are requested to read & fill up the information on Page no. 9,10,11,12,23,27  
Blue Coloured page Form A to Form H at the end.

For Parents : I have read and filled up the needful pages and signed the undertakings.

Parent's Sign. : \_\_\_\_\_



## IIEBM PLEDGE

I ..... do solemnly pledge, to follow the righteous path and enrich my Institute, Organization, the Society and the Nation, by adhering to, laws of the land, and ensuring ethical behavior in all my endeavors.

## IIEBM PRAYER

O God, help us to keep ourselves physically strong, mentally awake, and morally straight, that in doing our duty to Thee, our country, and the organization we work for, we may keep the honor, of our Institute untarnished.

Give us the strength, to adhere to laws of the land, of our country, and code of conduct, and core values of our Institute.

May we stand by, the pledge of our country, and our institute, always and every time.

Help us to be focused and committed, to the cause we are here for, and do all that is expected from us with sincerity and the right attitude.

Awaken our admiration for honest dealing and clean thinking, and guide us to choose, the harder right, instead of the easier wrong.

Kindle our hearts with fellowship for our batch mates, that we may always support each other, and be united as one.

Endow us with the courage, which is born of the love of what is noble, and which knows no compromise or retreat, when truth and right, are in peril.

Grant us new opportunities of service to Thee, to our country, the organization we shall work for, and, to the people we shall lead, and ever help us to place such service, before self.



**Col. Vinod Marwaha**

Managing Trustee

## From The Chairman's Desk

“Do not train a child to learn by force or harshness; but direct them to it by what amuses their minds, so that you may be better able to discover with accuracy the peculiar bent of the genius of each.” — Plato

The present day education needs to serve the ever-changing trends of our economy that's getting more and more globalised with every passing day.

The RIGHT CURRICULUM and RIGHT EXPOSURE are the basis of this education.

At INDUSCHAMPS, we are committed to provide learning experiences that will assist our students to achieve their greatest potential to adapt and adjust to a diverse and an ever-changing society.

We are dedicated to serve our students with the understanding that the diversity of gender, physical or mental ability, culture and background is a strength to be respected.

**- Col. Vinod Marwaha**





## Dr. Jai Singh

Managing Director

## From The Managing Director's Diary

IndusChamps, launched as a new generation School for children belonging to Generation Z, i.e., the children born after year 2000 was initiated with the mission to provide value based, contemporary and holistic education to students enabling them to become competent young citizens of our country.

We strongly believe that schools are the foundations where the moulds are made. Fifteen long years of right schooling can transform a child into a confident, responsible and capable youth of tomorrow and we all as school, teachers and parents, are those privileged ones who work as a team towards this transformation.

Infrastructure, Curriculum, teaching learning, and evaluation are four pillars of education that are linked with a common thread of creativity and out of the box thinking. Our school aims to ensure that every child who enrolls at Indus Champs remains physically strong, mentally awake and morally straight which will ensure the child being able to withstand the pressure of a competitive environment they would be exposed to in their future.

Our students are expected to live and abide by the core values of our school which are epitomized by the word **ASPIRE** that stands for **A**ttitude, **S**elf- discipline, **P**erseverance, **I**ntelligence, **R**esourcefulness & **R**eliability & **E**thics.

**These Core Values, when inculcated in our students will serve as a differentiator for them from amongst the crowds.**

Our We CARE attitude towards the students helps us to meet the needs of the students in terms of knowledge, improved communications, a refined and pleasing personality who can hold his / her own opinion strongly and make his / her presence felt amongst peers or in society at large and equip the student to do well and soar to great heights in life.

We opine that an ideal school system should be characterized by flexibility which makes it adaptable to changes. It should be a place....

- Where Learning is an integrated activity and encourages children to link it with their everyday lives in some way.
- Which promotes thoughts that encourage creative thinking.
- Where learning builds capacity to create new knowledge.
- Where the "future" of the child should never take centre stage against the child's "present".

I welcome you to IndusChamps School with best wishes & good luck.

## From The Principal's Pen



**Mrs. Namrata A Jiani**  
Founder Principal

As rightly quoted by Lon Watters, "School is a building which has four walls with tomorrow inside." we, the educators by choice are the chosen and gifted ones who work in these four walls, trying our best in giving a holistic foundation to the tomorrow that resides in these four walls.

Keeping in mind our VISION of focusing on WHOLE CHILD and HOLISTIC DEVELOPMENT and MISSION of recognizing that each child is an individual, all children are creative and that all children need to succeed, we at INDUSCHAMPS SCHOOL believe that each child has inherent worth and potential. An amalgamation of sincere committed efforts along with our WE CARE attitude towards our students helps in creating an environment which works in favor of student's learning.

While we are committed to inculcate 21st century skills in our students, we make sure not to turn a blind eye to the essential human virtues of compassion, frugality, and humility so our students may become socially acceptable human beings with a genuine civic sense. Growing up is a natural phenomenon of Mother Nature but, growing in the right manner, with right surroundings and right exposures at the right time is of utmost importance to lay a strong foundation for the holistic development of the child. As educators, our commitment to churn out citizens who are inspiring leaders with a humane touch gives directions of our efforts and helps us in prioritizing allocation and deployment of resources at our disposal to be able to take several new initiatives.

We have always strived for effectiveness and innovation in teaching learning process while also be a Happy school with a Distinctive Culture. "Ever forward and never to look back" is the school's spirit which we invoke to guide us throughout. Bringing up a child is a team effort and by sharing and combining our efforts in the school as well as at home, we can provide them a healthy upbringing. We at INDUSCHAMPS SCHOOL value our parents as equal partners in education. I, as a teacher at heart, and a Principal, realize that children will have a lot of strengths and some areas of improvements but not weaknesses. All we need is to work together on those areas of improvements. To my students, I would just quote Dana Stewart Scott, "Learn as much as you can while you are young, since life becomes too busy later." And I would always try to justify the time and years you spend with us. I welcome you to INDUS FAMILY and wish you years of happy schooling and learnings ahead with us!  
Educationally Yours.

## OUR IIEBM HERITAGE

IIEBM was established in the year 2000 by **Shrimant Vijaysinh Naik Nimbalkar Alias Shivajiraje**, scion of the ruling family of Phaltan, District Satara and **Col. Vinod Marwaha**, a visionary, entrepreneur and philanthropist.

Education in the pre-merger era in the State of Phaltan, was provided by the Royal Family. 'His Highness Shrimant Mudhojirao Naik Nimbalkar ruler of Phaltan State who had established first school in the year 1893.

After the merger of erstwhile princely states with the mainstream Government, the staff of the State of Phaltan was transferred to the Government. This led to the establishment of the "**Phaltan Education Society**" which was registered under the Bombay Public Trusts Act 1950 on 27th April 1953.

Thereafter, "The Phaltan Education Society" received strong support from **Shrimant Vijaysinh Naik Nimbalkar**, who was a firm believer in the cause of education and made it grow by leaps and bounds to its present status.

As all Institutions of The Phaltan Education Society were based out of Phaltan, Shrimant Vijaysinh Naik Nimbalkar and Col. Vinod Marwaha

decided to establish **IIEBM** in Pune to afford students from Phaltan region and wards of defense families better corporate exposure and interaction, along with affordable, quality and value based Management education.

Their dream bore fruit when the first batch graduated in the year 2002, and was successfully placed in Indian and multinational companies.

Since then there has been no looking back, and IIEBM has grown to its present stature, and will continue to grow, as we continue to increase our competitiveness, both locally and nationally.

Being an already established brand name in the world of Management studies and after having years of glory to our credit, for educating as well as guiding the students who wish to become Gen-Next Business Leaders and Entrepreneurs, we stepped into the world of educating Little Champs who walk into this world with curious eyes and inquisitive minds and wish to win the world, So, with the establishment of **IndusChamps School** in December 2014, we pledged to create and provide an environment that is congenial for positive learning and enriching experiences for our young learners.





## CORE VALUES

Core Values at INDUS are optimized in the word "**ASPIRE**" which stands for:

**Attitude:** Our students approach and outlook towards people, work, tasks and responsibilities will always be positive and proactive.

**Self-discipline:** Our students will be self-disciplined irrespective of whether being observed or not, in whatever they do.

**Perseverance:** Our students will never give up till the goal is achieved & mission accomplished.

**Intelligence:** Our students will always be found to excel in whatever they do, by virtue of their strong foundation of knowledge and meticulous planning.

**Resourcefulness & Reliability:** Our students will be solution providers and can be entrusted with responsibilities.

**Ethical:** Our student's actions will be conducted following the highest standards of ethics, honesty and personal integrity.

## 'WE CARE' APPROACH

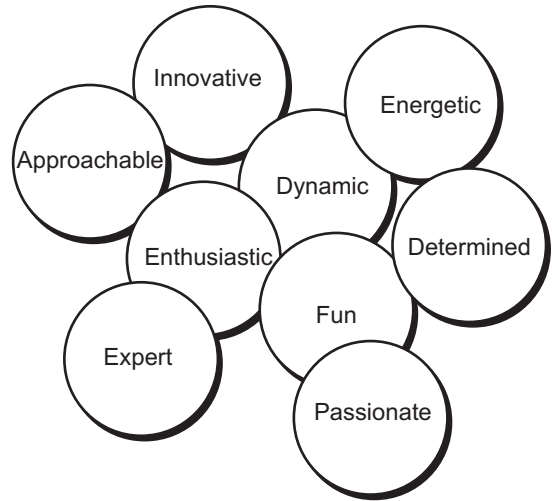
Another important quality which we inculcate in our staff (academic and administrative) is an attitude of '**WE CARE**' towards the students. The student to us is the *raison d`etre* of the school. All interactions in the school are underscored by an attitude of "WE CARE", be it in the class, play field or any where else.



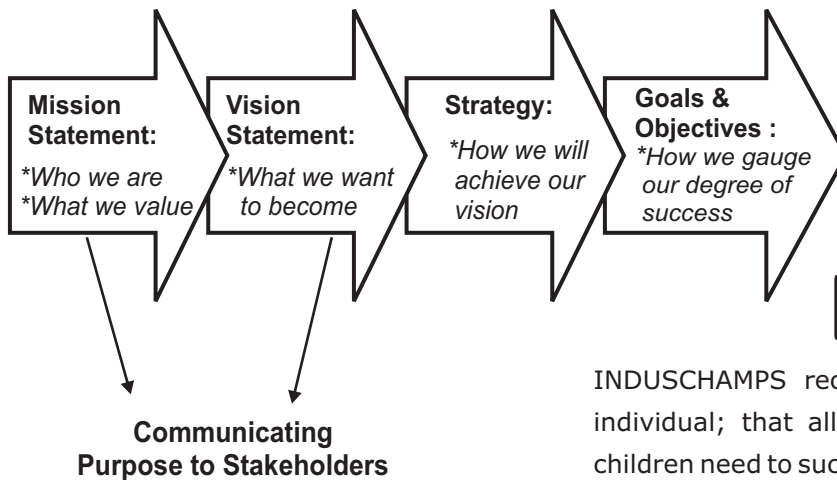
# VISION

We focus on the **Whole Child** & their **Holistic Development** with :

- A complement of basic skills- linguistic, mathematical, scientific, artistic, physical and social.
- An enquiring & curious mind with a desire for learning.
- Tolerance and respect for fellow students.
- We value the partnership that exists between the school, parents and community, and the part it plays in evolution of our young students.



**Ever forward and never to look back.....**

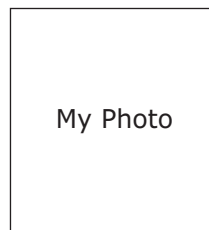


# MISSION

INDUSCHAMPS recognizes that each child is an individual; that all children are creative; that all children need to succeed.

Therefore, INDUSCHAMPS respects the individual needs of the children; fosters a caring and creative environment; and emphasizes on the social, emotional, physical, and cognitive development of each child.

## STUDENT'S PARTICULARS



Name : \_\_\_\_\_

Date of Birth :

Age : \_\_\_\_\_

GR No. : \_\_\_\_\_

Class : \_\_\_\_\_ Div. : \_\_\_\_\_ Roll No. : \_\_\_\_\_

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

Religion : \_\_\_\_\_ Caste : \_\_\_\_\_

Category : SC / NT / OBC / Open / Other \_\_\_\_\_

Aadhar No. : \_\_\_\_\_ Blood Group : \_\_\_\_\_

Email Id : \_\_\_\_\_

Name of the sibling (if) studying in this school.

Name : 1) \_\_\_\_\_ Class : \_\_\_\_\_ Div : \_\_\_\_\_

Name : 2) \_\_\_\_\_ Class : \_\_\_\_\_ Div : \_\_\_\_\_

Residential Address : \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Phone No. : (Resi) \_\_\_\_\_

Primary Contact No. (for App & Messages) \_\_\_\_\_

Signature :

Father / Guardian : \_\_\_\_\_ Mother : \_\_\_\_\_

- 1) Students should bring the Almanac to school every day.
- 2) Students should not write anything in the Almanac that is not related to school work.
- 3) Parents are advised to go through the Almanac regularly.



**PARENT'S PARTICULARS**

**Father's Name :** \_\_\_\_\_

Educational Qualification : \_\_\_\_\_

Occupation : \_\_\_\_\_

Office Address : \_\_\_\_\_

\_\_\_\_\_

Phone No. (Resi.) \_\_\_\_\_ (Office) \_\_\_\_\_

Mobile No. : \_\_\_\_\_ Aadhar No. : \_\_\_\_\_

E-mail ID : \_\_\_\_\_

Specimen Signature : \_\_\_\_\_

Father

**Mother's Name :** \_\_\_\_\_

Educational Qualification : \_\_\_\_\_

Occupation : \_\_\_\_\_

Office Address : \_\_\_\_\_

\_\_\_\_\_

Phone No. (Resi.) \_\_\_\_\_ (Office) \_\_\_\_\_

Mobile No. : \_\_\_\_\_ Aadhar No. : \_\_\_\_\_

E-mail ID : \_\_\_\_\_

Specimen Signature : \_\_\_\_\_

Mother

**UNDERTAKING**

In case of any change in the aforesaid details furnished, it shall be my/our responsibility to update the school office about it.

Signature : Father \_\_\_\_\_ Mother \_\_\_\_\_

Class Teacher's Name & Sign. : \_\_\_\_\_



**MEDICAL FORM**  
(To be filled by the parents)



Name of Student : \_\_\_\_\_ Blood Group : \_\_\_\_\_

1. B.C.G. Vaccine : \_\_\_\_\_
  2. Triple Antigen (Polio & D.P.T.) : \_\_\_\_\_
  3. Measles, M.M.R. Vaccine : \_\_\_\_\_
  4. Hepatitis A & B : \_\_\_\_\_
  5. H Influenza Virus HIB : \_\_\_\_\_
  6. Cholera : \_\_\_\_\_
  7. Typhoid : \_\_\_\_\_
- H/o any major illness : \_\_\_\_\_

(i) Epilepsy                      (ii) Febrile convulsions                      (iii) Epistaxis                      (iv) H/o Worms

H/o any surgery done : \_\_\_\_\_

H/o any allergy to drug : \_\_\_\_\_

Visual Defect (Pl. specify details) : \_\_\_\_\_

Hearing Defect (Pl. specify details) : \_\_\_\_\_

1<sup>st</sup> Term

2<sup>nd</sup> Term

Height : \_\_\_\_\_

Weight: \_\_\_\_\_

**Please Note** : If the child is carrying any kind of medicines to school, it should be deposited in the school dispensary with a note from parents.

**Class Teacher's Sign.**

**Parent's Sign.**

## SCHOOL TIMINGS / HOURS

### Pre-Primary Timings

- Monday to Friday: 08:30 am – 12:30 pm
- All Saturday will be a holiday for Pre-Primary.

### Primary / Upper Primary Timings

- Monday to Friday: 08:30 am – 03:00 pm
- Saturday: 08:30 am – 03:00 pm
- 2nd & 4th Saturday will be working for Std 1 onwards.
- 1st, 3rd & 5th Saturday will be a holiday for Std 1 onwards.

## PRINCIPAL'S MEETING TIME

### Monday to Friday :

By Appointment only  
10:30 am to 12:00 noon

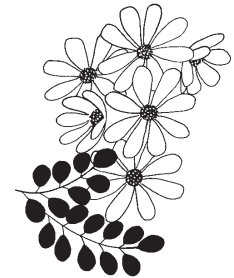


## OFFICE HOURS

### Monday to Saturday :

09:00 am to 02:30 pm

**Lunch timing:** 01:00 pm to 01:30 pm



**Note :** The school office shall remain closed on 3<sup>rd</sup> Saturday of every month as well as all holidays falling on working Saturdays.

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Parent's may meet the teachers during the PTMs or on 1<sup>st</sup> Saturday every month after the school hours or with prior appointment taken through School Almanac.

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I have read and acknowledged the above instructions.

Parent's Sign. : \_\_\_\_\_



## NATIONAL ANTHEM

Jana Gana Mana Adhinayaka Jaya He,  
Bharat Bhagya Vidhata |

Punjab Sindh Gujrat Maratha  
Dravid Utkala Banga |

Vindhya Himachal Yamuna Ganga  
Uchhala Jaladhi Taranga |

Tabh Subha Name Jage,  
Tabh Subha Ashisha Mage ,  
Gahe Tabh Jaya Gatha |

Jana Gana Mangaldayaka Jay He,  
Bharat Bhagya Vidhata |

Jaye He, Jaye He, Jaye He  
Jaye Jaye Jaye, Jaye he |  
- Ravindranath Tagore

## राष्ट्रगान

जन-गण-मन अधिनायक जय हे,  
भारत-भाग्य-विधाता

पंजाब सिंधु गुजरात मराठा,  
द्राविड़ उत्कल-बंग ।

विन्ध्य - हिमाचल - यमुना - गंगा  
उच्छल-जलधि-तरंग ।

तव शुभ नामे जागे,  
तव शुभ आशिष मांगे,  
गाहे तव तय गाथा ।

जन गण मंगलदायक जय हे,  
भारत-भाग्य-विधाता ।

जय हे, जय हे, जय हे  
जय जय जय जय हे ॥

- रवींद्रनाथ टैगोर

## NATIONAL SONG

### राष्ट्रगीत

वंदे मातरम्। वंदे मातरम्॥  
सुजलाम् सुफलाम् मलयजशीतलाम्  
सस्यश्यामलाम् मातरम्। वंदे मातरम्।  
शुभ्र ज्योत्स्ना पुलकित यामिनीम्।  
फुल्ल कुसुमित दृमदल शोभिनीम्।  
सुहासिनीम् सुमधुर भाषिणीम्।  
सुखदां, वरदां मातरम्।  
वंदे मातरम्। वंदे मातरम्॥



- बंकिमचंद्र चटर्जी  
(13)

## THE NATIONAL PLEDGE

India is my country and all Indians are my brothers and sisters.

I love my country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

I shall give respect to my parents, teachers and all elders and treat everyone with courtesy.

To my country and my people, I pledge my devotion.

In their well-being and prosperity alone lies my happiness.

## SCHOOL ANTHEM

### **Chorus:**

We're so proud of our school, and everything about it.

We're so proud of school, so don't you ever doubt it.

Though all of us are different, on this we all agree.

But at IndusChamps School, we all learn in harmony.

We're so proud of our school, because it's made by you and me.

1. We come to meet our friends here, and to learn so many things.

To help us on our journey, through this world we're living in.

We try to work together, it's a place that we all share.

We want to always try our best, at being kind and fair.

### **Chorus Repeat.....**

2. We shall be our nation's pride, and serve with loyalty.

We shall make our parent's proud, take care of their dignity.

We pray to Lord for strength to fight, the wrongs with all our might.

We pledge to always try our best, to soar to the greatest heights.

### **Chorus Repeat.....**

## MORNING PRAYER

### Father we thank thee

Father we thank thee for the night,  
and for the pleasant morning light,

For rest and food and loving care,  
and all that makes the world so fair.

Help us do the things we should,  
to be to others kind and good.

In all we do at work and play,  
to grow more loving everyday.

सीखेंगे सब हिलमिल कर रहना  
और कभी ना झूठ कहना  
कोशिश होगी जिद्ध ना करना  
और नही आपस में लड़ना ॥

## GOD'S LOVE

God's love, is so wonderful.

Oh ! Wonderful love.

So high, you can't get over it,

So deep, you can't get under it,

So wide, you can't get around it,

Oh ! Wonderful love.



## **PRAYER BEFORE STUDY**

Eternal God creator of all,  
I firmly believe  
that I am now in Thy presence  
I adore Thy divine majesty,  
and I ask of Thee to enlighten my mind.  
that I may know thee more clearly,  
and my neighbour for Thy sake.  
Help me,  
that in my thoughts, words or deeds  
I may never offend Thee  
and Thy Holy law.

## **PRAYER AFTER STUDY**

We give Thee thanks Almighty God  
for all the benefits Thou has conferred upon us  
O my God, I Love Thee with my whole heart and  
above all things.  
I am heartily sorry for having offended Thee  
because  
Thou art so good, and I firmly resolve  
no to offend Thee any more.

## PRAYER BEFORE LUNCH

(a) Thank you God for the world so sweet,  
Thank you God for the food we eat,  
Thank you God for the birds that sing,  
Thank you God, for everything.

(b) Our hands we fold,  
Our heads we bow,  
For food and drink,  
We thank you now.

## PRAYER AFTER CLASS

Thank you God  
for giving us this beautiful day.

Help us to remember  
the things we learnt today.

WE THANK YOU

WE PRAISE YOU

WE BOW TO YOU.

## LITTLE GUIDING LIGHT OF MINE

This little guiding light of mine  
I'm gonna let it shine  
This little guiding light of mine  
I'm gonna let it shine  
This little guiding light of mine  
I'm gonna let it shine  
Let it shine, all the time, let it shine

Hide it under a bushel, no  
I'm gonna let it shine  
Hide it under a bushel, no  
I'm gonna let it shine  
Hide it under a bushel, no  
I'm gonna let it shine  
Let it shine, all the time, let it shine

Take my little light round the world  
I'm gonna let it shine  
Take my little light round the world  
I'm gonna let it shine  
Take my little light round the world  
I'm gonna let it shine  
Let it shine, all the time, let it shine

Don't you blow my little light out  
I'm gonna let it shine  
Don't you blow my little light out  
I'm gonna let it shine  
Don't you blow my little light out  
I'm gonna let it shine  
Let it shine, all the time, let it shine

॥ प्रार्थनाएँ ॥

गणेश मंत्र

वक्रतुंड महाकाय सूर्यकोटी समप्रभ । निर्विघ्नं कुरु मे देव सर्वकार्येषु सर्वदा ।

गायत्री मंत्र

ॐ भूर्भुवः स्वः ।

तत्सवितुर्वरेण्यं भर्गो देवस्य धीमहि । धियो यो नः प्रचोदयात् ।

Meditate on the radiant glory of God who illuminates all. May your soul be worthy for receiving His Divine Light. Enlightened by his Grace. May we aspire for high objectives & resolve to proceed on the spiritual path with a drive. May this divine flame guide the faculties of our intellect on the path of ultimate salvation.

गुरु मंत्र

गुरुर्ब्रह्मा गुरुर्विष्णुर्गुरुर्देवो महेश्वरः ।

गुरुः साक्षात् परब्रह्म तस्मै श्री गुरवे नमः ॥



सरस्वती वंदना

ॐ प्रणो देवी सरस्वती वाजेभिर्वाजिनीवती धीनाम् अवित्र्यवतु  
आ नो दिवो बृहतः पर्वता द्या सरस्वती यजता गन्तु यज्ञं ॐ वाग्देव्यै नमः ।

ॐ या देवी सर्व भूतेषु मातृरूपेण संस्थिता  
नमस्तस्यै नमस्तस्यै नमस्तस्यै नमो नमः  
ॐ या देवी सर्व भूतेषु शक्तिरूपेण संस्थिता  
नमस्तस्यै नमस्तस्यै नमस्तस्यै नमो नमः  
ॐ या देवी सर्व भूतेषु विद्यारूपेण संस्थिता  
नमस्तस्यै नमस्तस्यै नमस्तस्यै नमो नमः ।



## SUN SALUTATION (सूर्य नमस्कार) CHART

	<p><b>1 Namaskarasana (Prayer Pose)</b> Exhale</p> <p><b>Om Mitraya Namah</b> (Salutations to Mitra, the bestower of universal friendship) <b>Anahata Chakra (Heart Center)</b></p>	<p>Stand facing the direction of the sun with both feet touching each other near the front edge of your yoga mat, while exhaling. Bring the hands together, palm-to-palm, at the heart with feeling of gratitude.</p>	<p>Establishes a state of humility, gratitude, concentration and calmness. Helps maintain the balance of the body. Relaxes the nervous system.</p>
	<p><b>2 Hasta Uttanasana (Upward arm stretch)</b> Inhale</p> <p><b>Om Ravaye Namah</b> (Salutations to Ravi, the bestower of radiance and light) <b>Vishuddhi Chakra (throat center)</b></p>	<p>While inhaling, raise the arms upward. Slowly pushing the chest forward, go back, stretching arms parallel to the ears besides the head.</p>	<p>Stretches abdominal and intestinal muscles, arms and spinal cord. Expands the chest resulting in the full intake of oxygen.</p>
	<p><b>3 Hastapadasana (Stranding head to knee)</b> Exhale</p> <p><b>Om Suryaya Namah</b> (Salutations to Surya, the dispeller of darkness and who induces activity) <b>Swadisthana Chakra (Sacral center)</b></p>	<p>While inhaling, raise the arms upward. Slowly pushing the chest forward, go back. Stretching arms parallel to the ears besides the head.</p>	<p>Tones abdomen, muscles of thighs and legs. Stretches spine and back muscles. Opens the hips and shoulders.</p>
	<p><b>4 Ashwa Sanchalanasana (Equestrian pose)</b> Inhale</p> <p><b>Om Bhaanve Namah</b> (Salutations to Bhaanu, the shining principle, who illumines) <b>Ajna Chakra (eyebrows center)</b></p>	<p>While inhaling, raise the arms upward. Slowly pushing the chest forward, go back. Stretching arms parallel to the ears besides the head.</p>	<p>Tones abdomen, muscles of things and legs. Makes the spine and neck flexible.  Good for indigestion., constipation and sciatica.</p>
	<p><b>5 Phalakasana (Plank pose)</b> Exhale or retain</p> <p><b>Om Khagaya Namah</b> (Salutations to Khaga - the all-perwading who moves through the sky) <b>Vishuddhi Chakra (throat center)</b></p>	<p>While exhaling, bring the left foot together with the right. Keep arms straight and align the legs, hips, back, shoulders and head in a straight line to form a plank.</p>	<p>Strengthens arm, back and abdominal muscles. It also helps in curing certain problems of the spinal column and cord. Improves posture. Calms and mind.</p>
	<p><b>6 Ashtanga Namaskara (Eight Points Salute)</b> Retain or Exhale</p> <p><b>Om Pooshney Namah</b> (Salutations to the mystic fire - the giver of strength and nourishment) <b>Manipura Chakra (naval center)</b></p>	<p>Curl your toes. Retaining the breath, lower your knees, your chest and then your forehead, keeping your hips and tummy up.</p>	<p>Strengthen nerves and muscles of shoulders, arms, back and chest. Enhances the flexibility of the back and spine. Reduces tension and anxiety.</p>





7

**Bhujangasana or Sarpasana  
(Cobra pose)**

Inhale

**Om Hiranayagarbhay Namah**

(Salutations to the Golden Cosmic Self-who brings healing)

**Swadishtana Chakra (Sacral center)**

Flatten your toes, hips and tummy. Inhaling slowly raise the head and chest to bend backward as much as possible, bending the spine to the maximum keeping both the feet together.

Improves blood supply to adrenal glands and kidneys, Tones ovaries, uterus and liver. Strengthens muscles of the back, abdomen and upper body. Helps with menstrual irregularities. Relieves constipation. Elevates mood. Invigorates the heart.



8

**Adhomukhashwanasana  
(Downward facing dog)**

Exhale

**Om Marichaye Namah**

(Salutations to the Rays of the Sun)

**Vishuddhi Chakra (throat center)**

While exhaling, lift the knees. bring both feet together. Keep arms straight, raise the hips and align the head with the arms, forming an upward arch. Gently push the back backwards so that both the feet touch the ground.

Stretches arm, back and abdominal muscles. It also helps in curing certain problems of the spinal column and cord. Increase blood flow to the brain and head region.



9

**Ashwa Sanchalanasana  
(Equestrian pose)**

Inhale

**Om Adityaya Namah**

(Salutations to Son of Aditi the Cosmic Mother)

Inhaling, move that right leg to front in a wide forward step. Keep the hands and feet firmly on the ground, with the right, foot between the hands. Raise the head.

Tones abdomen, muscles of thighs and legs. Makes the spine and neck flexible. Good for indigestion, constipation and sciatica.



10

**Hastapadasana  
(Standing head to knee pose)**

Exhale

**Om Savitre Namah**

(Salutations to the Stimulating power of the Sun)

**Swadishtana Chakra (sacral center)**

Exhaling slowly bend forward, touching the earth with respect until the hands are in line with the feet, head touching knees.

Tones abdomen, muscles of thighs and legs. Stretches spine and back muscles. Opens the hips and shoulders.



11

**Hasta Uttanasana  
(Upward arm stretch)**

Inhale

**Om Arkaya Namah**

(Salutations to Arks, the remover of afflictions, who is fit to be praised)

**Vishuddhi Chakra (throat center)**

While inhaling raise the arms upward. Slowly bend backward, stretching arms above the head.

Stretches abdominal and intestinal muscles, arms and spinal cord. Expands the chest resulting in the full intake of oxygen.



12

**Tadasana (Mountain pose)**

Exhale

**Om Bhaskaraya Namah**

(Salutations to the to Bhaskara, the cosmic brilliance one who leads to enlightenment)

**Anahata Chakra (heart center)**

While exhaling, straighten your body gently, bring the arms down from the sides, palms near your thighs. Relax in this position and observe the sensations in your body and mind.

Helps maintain the balance of the body. Relaxes the nervous system.

## ॥ श्री सरस्वती नमन ॥

या कुंदेदुतुषारहारधवला या शुभ्र वस्त्रावृता ।  
या वीणावरदंडमंडित करा या श्वेतपद्मासना ।  
या ब्रह्माच्युतशंकरप्रभृतिभिर्देवैः सदा वंदिता ।  
सा मां पातु सरस्वती भगवती निःशेष जाड्या पहा ॥

ॐ असतो मा सद्गमय  
तमसो मा ज्योतिर्गमय  
मृत्योर्मांमृतं गमय  
आविराविर्म एधि

सर्वेत्र सुखिनः सन्तु सर्वेसन्तु निरामयाः  
सर्वेभद्राणि पश्यन्तु, मा कश्चिद् दुःखमाप्नुयात्  
ॐ शांतिः शांतिः शांतिः

## प्रार्थना

इतनी शक्ती हमे देना दाता, मन का विश्वास कमजोर होना ।  
हम चले नेक रस्ते पे हम से, भूल कर भी कोई भूल हो ना ॥ धृ ॥

दूर अज्ञान के हो अंधेरे, तू हमे, ज्ञान की रोशनी दे ।  
हर बुराई से बचते रहे हम, जितनी भी दे भली जिंदगी दे ।  
बैर हो ना किसी का किसी से, भावना मन में बदले की हो ना ।  
हम चले नेक रस्ते पे हम से, भूल कर भी कोई भूल हो ना ॥१॥

हम ना सोचे हमे क्या मिला है, हम ये सोचे किया क्या है अर्पण ।  
फूल खुशियो के बाटें सभी को, सबका जीवन भी बन जाये मधुबन ।  
अपनी करूणा का जल, तू बहा के, कर दे पावन हर एक मन का कोना ।  
हम चले नेक रस्ते पे हमसे, भूल कर भी कोई भूल हो ना ॥२॥

## ऐ मालिक तेरे बंदे हम

ऐ मालिक तेरे बंदे हम, ऐसे हो हमारे करम  
नेकी पर चलें, और बदी से टलें  
ताकि हंसते हुए निकले दम ॥

ये अँधेरा घना छा रहा,  
तेरा इंसान घबरा रहा  
हो रहा बेखबर, कुछ न आता नज़र  
सुख का सूरज छुपा जा रहा  
है तेरी रोशनी में जो दम  
तू अमावास को कर दे पूनम  
नेकी पर चलें और बदी से टलें  
ताकि हंसते हुए निकले दम ॥

जब जुल्मों का हो सामना,  
तब तू ही हमें थामना  
वो बुराई करे हम भलाई करें  
नहीं बदले की हो कामना  
बढ़ उठे प्यार का हर कदम  
और मिटे बैर का ये भरम  
नेकी पर चलें और बदी से टलें  
ताकि हंसते हुए निकले दम ॥

बडा कमजोर है आदमी,  
अभी लाखों हैं इसमें कमी  
पर तू जो खड़ा है दयालू बड़ा  
तेरी किरपा से धरती थमी  
दिया तूने हमे जब जनम  
तू ही झेलेगा हम सबके गम  
नेकी पर चलें और बदी से टलें  
ताकि हंसते हुए निकले दम ॥

## SHOWERS OF BLESSINGS

There shall be showers of blessings  
This is the promise of love  
There shall be seasons refreshing  
Sent from the savior above.  
Showers of blessings  
Showers of blessings we need  
Mercy drop round us are falling  
But for the showers we plead  
There shall be showers of blessings  
precious reviving again  
Over the hills and the valleys  
Sound abundance of rain  
Showers of blessings  
Showers of blessings we need  
Mercy drops round us are falling  
But for the showers we plead.

## WE SHALL OVER COME

We shall over come, we shall over come  
We shall over come someday,  
Oh, deep in my heart I do believe that  
We shall overcome someday  
We shall live in peace; we shall live in peace,  
We shall live in peace someday  
Oh deep in my heart I do believe that  
We shall live in peace someday  
We shall walk hand in hand,  
We shall walk hand in hand,  
We shall walk hand in hand someday  
Oh deep in, my heart I do believe that  
We shall walk hand in hand someday  
We are not afraid, we are not afraid  
We are not afraid today  
Oh deep in my heart I do believe that  
We are not afraid today.

## FREEDOM

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

- Rabindranath Tagore

## **HE'S GOT THE WHOLE WORLD**

He's got the whole world in his hands;  
He's got the whole world in his hands;  
He's got the whole wide world in his hands;  
He's got the whole world in his hands.

He's got you and me, brother, in his hands;  
He's got you and me sister, in his hands;  
He's got you and me, brother, in his hands;  
He's got the whole world in his hands.

He's got the trees and the flowers in his hands;  
He's got the trees and the flowers in his hands;  
He's got the trees and the flowers in his hands;  
He's got the whole world in his hands.

He's got the wind and the rain in his hands;  
He's got the wind and the rain in his hands;  
He's got the wind and the rain in his hands;  
He's got the whole world in his hands.

## **BE CAREFUL LITTLE EYES**

Be careful little eyes what you see,  
Be careful little eyes what you see,  
There's a father up above watching over you with love,  
So be careful little eyes what you see.

Be careful little ears what you hear,  
be careful little ears what you hear,  
There's a father up above watching over you with love,  
So be careful little ears what you hear.

Be careful little hands what you touch,  
Be careful little hands what you touch,  
There's a father up above watching over you with love,  
So, be careful little hands what you touch.



## PRAYER

All things bright and beautiful,  
All creatures great and small,  
All things wise and wonderful  
The Lord God made them all .....

Each little flower that opens,  
Each little bird that sings,  
He made that glowing colours,  
He made tiny wings,  
All things bright .....

The purple headed mountains,  
The rivers running by,  
The sunset and the morning,  
That brightens up the sky,  
All things bright .....

The tall trees in the green woods,  
The pleasant summer sun,  
The ripe fruits in the garden,  
He made them every one,  
All things bright .....

He gave us eyes to see them,  
And lips that we might tell  
How great is God Almighty,  
Who has made all things well,  
All things bright .....

## सारे जहाँ से अच्छा .....

सारे जहाँ से अच्छा हिन्दोस्ताँ हमारा ।  
हम बुलबुलें हैं इसकी, यह गुलसिताँ हमारा ॥

गुरबत में हों अगर हम, रहता है दिल वतन में ।  
समझों वही हमें भी, दिल हो जहाँ हमारा ॥

परबत वह सबसे ऊँचा, हमसाया आसमाँ का ।  
वो संतरी हमारा, वह पासबाँ हमारा ॥

गोदी में खेलती हैं, जिसकी हजारों नदियाँ ।  
गुलशन है जिनके दम से, इश्के जीना हमारा ॥

हे आबे-रूदे-गंगा, वह दिन है याद तुझको ।  
उतरा तेरे किनारे, जब कारवाँ हमारा ॥

मजहब नहीं सिखाता, आपस में बैर रखना ।  
हिंदी है हम, वतन हैं हिंदोस्ताँ हमारा ॥

युनानो मिस्त्रो रूमा, सब मिट गए जहाँ से ।  
अब तर मगर है बाकी, नामोनिशाँ हमामरा ॥

कुछ बात है कि हस्ती, मिटती नहीं हमारी ।  
सदियों रहा है दुश्मन, दौरै जहाँ हमारा ॥

इकबाल कोई महरम, अपना नहीं जहाँ में ।  
मालूम क्या किसी को दर्दे-निहा हमारा ॥

- मुहम्मद इकबाल

## GENERAL INFORMATION FOR THE PARENTS

Education cannot be confined within the four walls of a classroom. Ensuring full growth and all-round development of a child is a responsibility to be shared equally between the parents and the school.

Home is the place where a child gets the first education and training in citizenship. It is the chief institution where the character of the child is carved and molded. School education promotes the growth of personality and helps to discover and develop the talent and qualities in a child. This task of helping children to become good citizens is done best through a kind of partnership between the school and parents, and, therefore, to secure all that is best through this partnership is indispensable. Needless to say, the school desires your cooperation with the teachers in order to develop an atmosphere conducive to education and the child's welfare. Regular communication between us is one of the links, which bridges the home and the school and provides an effective medium for parent teacher contact. In addition it will be appreciated if parents pay attention to the following points:

1. Children should be encouraged to cultivate a habit of cleanliness in all their work.
2. They should do their home assignments/ activities/ project work themselves, unless they require some guidance. It is desired that the children should be self-reliant and develop a habit of self-study.
3. As the children is advance in age, they should be guided to become resourceful and useful members of the home, society, and the country. They should be taught to keep their room and other belongings tidy, make their own bed, polish their own shoes and carry their bags themselves. Development of such habits early in life inculcates the idea of self-respect, self-reliance, dignity of work, and many such virtues necessary for the success in life.
4. Absence from school for attending functions should be discouraged, as it retards their progress and distracts their attention from regular teaching and homework. In case of unavoidable circumstances, parents should take permission from the Principal through an application before proceeding on the long leave.
5. Criticism of teachers in front of the children should be avoided as it undermines respect for the teacher and the school. If there is a legitimate complaint, you may meet the Teacher/Principal in person by making an appointment.

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I have read and acknowledged the above instructions.

Parent's Sign. : \_\_\_\_\_

## **CODE OF CONDUCT FOR STUDENTS AND PARENTS**

Following measures implemented by the school should be strictly adhered to:-

1. Students have to be punctual. The students who are late, may be sent back home, without any prior notice and will have to miss classes that day.  
School gates will be closed at 08.25 hours. Thereafter, no student / visitor will be allowed inside without permission of the Principal.
2. Parents are requested to consult School Almanac for Rules and Regulations for meeting with Principal / Admin and communicating with teachers.
3. Parents can meet the teachers during the scheduled PTMs. Parents are not permitted to meet teachers in the class room (s) other than the meeting days. Please consult School Almanac for procedure to meet the teachers.
4. Medium of Instruction and Conversation is English Only.
5. All students will compulsorily carry identity cards issued by the school and slung around their neck suitably displayed.
6. Students shall be provided with an identity card at the beginning of the academic year. In case of loss of identity card or change in the given data to be incorporated in the new identity card, Rs 150/- per identity card shall be payable.
7. Students should carry the School Almanac everyday without fail. Parents are requested to duly fill the declarations and sign the undertakings in the School Almanac.
8. Students shall be provided with one school almanac in the beginning of the academic year, however in case of loss, a new school almanac shall be issued with a written note from the parent to the class teacher against the payment of Rs. 250/-.
9. Loss of Report Card shall be made good with a fine of Rs. 500/-.
10. Students should greet the teachers of the school, whenever they meet them.
11. Students are expected to maintain a high standard, in their general behaviour and manner of speech.
12. Students should have deep respect and dedication towards their work.
13. Regularity in Classwork Reinforcement Assignments (CRA) is parents responsibility and of utmost importance.
14. All students should feel and take pride, in keeping their school premises clean.

15. Attendance on the reopening day and last working day of the term is mandatory.
  - a) No leave or absence is granted, other than for exceptional reasons and on the submission of prior written application by the parent.
  - b) In case of continued absence due to sickness a medical certificate has to be sent to school.
  - c) Serious action will be taken by the Principal for breach of discipline, irregularity of attendance and unsanctioned leave.
  - d) In case of contagious disease the school must be informed within 3 days and a fitness certificate has to be produced when the child reports back to school.
16. Attendance of students will compulsorily be taken every day by the teachers, you are requested to avoid absenteeism.
17. It will be mandatory for the parent to inform the class teacher in writing if the ward is required to miss the school / class on a particular day.
18. Half day leaves shall be discouraged. Parents are requested not to approach the school for picking up / relieving their child in the middle of the school / half day.
19. No student shall be allowed to miss the PHYSICAL EDUCATION without a Doctor's Certificate.
20. Students should take care of the school property. Any damage caused has to be made good by the parents of the student.
21. Exploding crackers or splashing colours during Diwali / Holi or any other occasion in the school premises or school buses is strictly forbidden.
22. If any student is found in the possession of fire - crackers, water pistols, periodicals, magazine, posters, pictures, mobile phones, CD's, Computer games, the same shall be confiscated. Mobile phones and electronic items are prohibited gadgets and parents of such students will be informed in writing. In case of default again, appropriate disciplinary action will be initiated.
23. We expect our children to be environment friendly in all their actions. We discourage the use of plastic bags.
24. All students will be dressed properly and smartly in the specified pattern of school uniform. Parents must ensure correct length of school skirt / shirt worn (refer page 33 of school diary). Supervisors will check the same during rounds.
25. Ensure to cut the nails, clean ears and trim the hair of your child regularly to maintain proper hygiene. Boys should have an army haircut and girls should wear hair-bands (along with 2 pony tails/ plaits in case of longer hair).

26. No gold ornaments are allowed in the school such as earrings, anklets or necklace. School shall not be held responsible for loss of the same. Avoid putting bindies, mehendi to girls.
27. Students should look after their books, clothes, pens, wrist-watch, money etc. School shall not accept any responsibility for loss of such things.
28. Surprise checks will be carried out at least once a month for students of Primary classes on regular basis.
29. Pre-primary students must carry an extra set of clothes and a napkin everyday in their school bags.
30. Primary students must carry a napkin everyday to school in their school bags.
31. The parents are requested to interact with the teachers/ maushies in a respectful manner to set an example for their child to follow the same. It has been noticed that at times the parents treat the teachers as care-takers and raise their voice. Any grievances can be discussed and sorted in an amicable manner.
32. Students are not allowed to make any collection of money unless permitted by the Principal.
33. Students are not allowed to give any gifts or presents to any teacher or staff of the school.
34. Students are not allowed to distribute sweets / presents / eatables / of any kind on their birthday. Instead they can wear a dress other than the school uniform and voluntarily donate books to the school library, to inculcate the habit of reading and sharing.
35. Any communication to the Principal / Class Teacher, must be sent in a sealed envelope with the name of the child, class, division and roll no. clearly mentioned on the envelope.
36. Parents are required to inform the school immediately, about a change of address or telephone numbers.
37. Students shall not be allowed to make calls from the school office for trivial reasons.
38. The parents availing the School Transport are supposed to wait at the bus stop for the bus. No phone calls shall be made to the parents not available at the bus stops. Please bear delays of few minutes keeping in mind the traffic in the area. The bus shall not wait and move on to reach the school in time to avoid unnecessary delays. It shall not return in any case to pick up the child again.
39. Parents are not allowed to enter the school buses under any circumstances.
40. Parents / guardians have to compulsorily carry student pick-up ID card which shall be provided at the beginning of the academic session to be able to pick up their ward from school or bus-stop, otherwise the student will not be handed over to the parent.



41. Students must adhere to the proper code of conduct as mentioned in the school almanac. School reserves the right to suspend a student whose conduct may have an adverse influence on other students.
42. Parents are requested to send the tiffin through their children. The school office shall not accept tiffin from parents and does not take responsibility to deliver it to children in the class. In case the child has forgotten the tiffins, parents can leave it in the reception area and the child is supposed to collect it on his/her own during the break time from the reception area.
43. A student who is found persistently insubordinate, mischievous, and guilty of misconduct is liable to be expelled from the school.
44. A student is responsible to the school, not only for his/her behaviour in the school but also for his/ her general behaviour outside. Every effort should be made by the student to keep up the good name of the school by his / her manners and deportment.
45. The school seeks your cooperation in ensuring adherence to all the above rules.
46. Parents must check and sign the school almanac regularly.

I have read and acknowledged the above instructions.

Parent's sign: \_\_\_\_\_

## OUR AIMS AND OBJECTIVES

- The aim of the school is to impart a sound, moral, physical and intellectual training to the students and help develop their personality so that they may turn out to be useful citizens of the country.
- The school aims at creating efficiency and self confidence in students and offers them ample scope for self development.
- The school is committed to serve for the fulfillment of the educational needs and aspirations of the society.
- It is our earnest endeavour to awaken in the young minds, a feeling of patriotism and national consciousness.
- The school lays emphasis on good traditions and cultural richness of the Indian Community.
- Mutual respect for the other gender is advocated.
- A picnic as well as educational trip will be arranged by the school on suitable days to promote experiential learning.

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I have read and acknowledged the above instructions.

Parent's Sign. : \_\_\_\_\_

## ACADEMICS

- The course of study is arranged according to the syllabus prescribed by the CBSE.
- The subjects taught from Std. 1 onwards are English, Hindi, Marathi, Mathematics, Science, Social Science / EVS, Computer, Art and Craft, Music, Dance, Physical Education Work Experience, Drawing, General Knowledge, Value Education & Life skills.
- All subjects are taught through the medium of English except Hindi & Marathi.
- Hindi is introduced in Mini KG.
- Students of Primary / Upper Primary / Secondary learn 3 languages - English, Hindi, Marathi
- The academic year begins in April and consists of two terms; first term is from April to September and the second term is from October to March.

### PRE-PRIMARY ASSESSMENT AND PROMOTION RULES

- \* There will be term-wise assessment for Mini KG, Jr. KG, Sr. KG.
- \* Assessments will be done based on oral, practical and basic written exercise through work sheets along continuous & comprehensive evaluation.
- \* Assessments will help to track child's progress in all the major learning domains.
- \* A student shall be promoted only if he/she has minimum of 75% of attendance for the academic session.

### TENTATIVE ASSESSMENT PRE PRIMARY SCHEDULE

Mid Term Assessments	October 2023	Time table shall be sent
Final Assessments	March 2024	Time table shall be sent

### ASSESSMENTS AND PROMOTION RULES FOR PRIMARY / UPPER PRIMARY / SECONDARY

- \* Parents should not approach the school for rescheduling the assessments.
- \* A student may not be allowed to sit in the Annual Assessment if he/she has not put in a minimum of 75% of the attendance for the academic session. (as per CBSE norms)
- \* A student will have to secure overall 33% marks to be promoted.
- \* A report on the performance of the student will be communicated to parents after assessments.
- \* A student who is absent on exam day shall be marked as absent.

## Std 1 & 2 Exam Timetable 2023-24

Exam Name		Starting date	End date
PT1	UT1	10-Jul-23	14-Jul-23
	UT2	24-Aug-23	29-Aug-23
MIDTERM EXAM		03-Oct-23	20-Oct-23
PT2	UT3	11-Dec-23	15-Dec-23
	UT4	13-Jan-24	19-Jan-24
FINAL EXAM		28-Feb-24	15-Mar-24

## Std 3, 4 & 5 Exam Timetable 2023-24

Exam Name	Starting date	End date
PT1	08-Jul-23	14-Jul-23
MIDTERM EXAM	03-Oct-23	20-Oct-23
PT2	12-Jan-24	19-Jan-24
FINAL EXAM	28-Feb-24	15-Mar-24

## Std 6 to 8 Exam Timetable 2023-24

Exam Name	Starting date	End date
PT1	08-Jul-23	14-Jul-23
MIDTERM EXAM	03-Oct-23	20-Oct-23
PT2	12-Jan-24	19-Jan-24
Pre Final Assessment	12-Feb-24	16-Feb-24
FINAL EXAM	28-Feb-24	15-Mar-24

## Std 9 Exam Timetable 2023-24

Exam Name	Starting date	End date
PT1	08-Jul-23	14-Jul-23
PT2 / MIDTERM	03-Oct-23	20-Oct-23
PT3	12-Jan-24	19-Jan-24
Pre Final Assessment	12-Feb-24	16-Feb-24
FINAL EXAM	28-Feb-24	15-Mar-24

\* Midterm & Final exams will have co-scholastic subjects exam (GK/ VE/ Drawing & Computer) during the regular school hours in the respective periods.

\* Pre final exams for Std. 6-9 are scheduled in February 2024 for Scholastic subjects only.

**Note :** The dates given above are subject to change under unavoidable circumstances.

## AWARDS & RECOGNITION FOR ACHIEVEMENTS

The school will follow a competition schedule evenly distributed over the year.

At the end of the year "**THE BEST INDUSCHAMPION OF THE YEAR**" award will be given on the basis of the child's performance in various competitions and academic proficiency.

Other awards given at the end of the year are :

- IndusChampion of the year Award (Across the School)
- IndusChampion of the year-Excellence in Academics (Classwise)
- IndusChampion for outstanding Transformation( Classwise)
- IndusChampion Reader of the year (Across the School)
- Rolling Trophy: IndusChampion House of the Year
- Induschampion Go Getter Award ( Across the School)
- IndusChampion Master/Ms Etiquettes of the year (Classwise)
- IndusChampion for the highest Attendance (Classwise)
- IndusChampion Good Samaritan Award ( Across the School)
- IndusChampions People's Person (Social Skills: Across the School)
- Induschampion Award for the best groomed child (Classwise)

## SCHOOL TRANSPORT

- Transport facility is available on km basis.
- Transport fee is payable for 12 months i.e. April to March (Academic year) in 2 instalments as per the schedule mentioned below :

INSTALLMENT	QUARTER	PAYABLE BY
1st	April - September	10 <sup>th</sup> April
2nd	October - March	10 <sup>th</sup> October

- Transport facility shall be discontinued if the fees is not paid by 10th of the first month of the term.
- All transport dues have to be paid before the final Assessments otherwise the Report card will be withheld.

## SCHOOL FEES

- The Tuition Fee / School Fee is payable for 12 months i.e. April to March (Academic Year)
- The fees should be paid before 10th of first month of every quarter.
- After 10th of the first month of quarter, late fine of Rs. 10/- per day will be charged.
- No reminders shall be sent to parents for fee payments.
- The school fee defaulters shall not be allowed to sit in the class if fee is not paid by 10th of the first month of quarter.
- The parents are supposed to pay School fee online through School App only.
- The student will be promoted to next class only after all the fee dues of the current academic year are paid. In case of any fee defaults, report cards shall be detained at the end of the Academic year.
- The Tuition Fees installments as per class will be payable quarterly according to the schedule mentioned below:

INSTALLMENT	QUARTER	PAYABLE BY
1st	June - August	10 <sup>th</sup> June
2nd	September - November	10 <sup>th</sup> September
3rd	December - February	10 <sup>th</sup> December
4th	March - May	By 15 <sup>th</sup> Feb before the Final Exam start

**The mode of fee payment shall only be Online through School App compulsorily. Cheques / Cash & NEFT will not be accepted.**

In case you face any problem during fee payment through School App, please contact school office.

## ANNUAL MEDICAL EXAMINATION

1. The school shall conduct a general Annual Medical examination / health check up of students to monitor and assess their health.
2. The medical examination records shall be maintained as per the format provided by CBSE.
3. The examination shall be conducted by a certified medical practitioner.
4. The reports shall be shared with the parents.
5. The annual result of the ward does not include any weightage of the health record.
6. The school shall follow Privacy regarding the information written on the health record and the same shall not be shared with any Third Party / agency.



## LIBRARY

- Library books will be available on allotted days through the librarian.
- Home lending is permitted for students from Pre KG on allotted library days.
- The books shall be issued for 1 week and to be returned on the next library day (next week).
- Parents are advised to make the child handle the book properly at home.
- Damage to a book or its loss is to be made good by the parents.
- If a student fails to return the book by the end of the year, his / her result will be withheld.
- Failing to return the book on the specified date shall entail a fine of Rs. 10/- per day.
- All library fine dues (if any) has to be paid before final assessment or his/her result will be withheld.

## WITHDRAWALS / TC / BONAFIDE

- A calendar month's notice should be given in writing before the withdrawal or quarter's fee will be charged.
- Those leaving the school at the end of academic year i.e. March should mail to school before 10th Feb of that academic year and clear the fees for the month of March by 10th Feb otherwise fees upto May will be charged before the next quarter due date. No verbal communication shall be entertained.
- Those leaving in the month of April / May must pay the fees for full quarter i.e. March - May.
- The school leaving certificate will not be issued until all the dues are paid including transport fee (if availed).
- Bonafide / Transfer Certificates will be issued only after submission of an application (Blue Form E & F in the Diary at the end) to request the same along with a payment of Rs. 250/- only.
- Bonafide / Transfer certificates will be issued after one week of applying it.
- Any Fees once paid will not be refunded.
- Even if the school has been attended for 1 day of a quarter, whole quarter fees is payable.

## LEAVE

- Leave for more than one day shall be granted only on prior written application from the parents.
- In case of illness, Medical Certificate should be produced after rejoining the school.
- A Doctor's Fitness Certificate is required to rejoin the class if the child is joining school after suffering from an infectious disease.
- Student without 75% attendance will not be allowed to sit for the final assessment.
- In case, the child is absent due to any reason, the parents are requested to fill up leave record in the School Almanac on page no. 49.
- A warning letter shall be issued to the parent who does not communicates to the school if the ward is suffering with communicable disease.

**Note :** The parents are requested to get the paper for application from home as the school shall not provide the same.

## HOUSE SYSTEMS

To inculcate healthy competition in studies, sports and extracurricular activities, the students are allocated to 4 houses from Std. 1 onwards.

### Houses

- Red House : Arjun (Tank)
- Green House : Vikrant (Ship)
- Blue House : Tejas (Air Craft)
- Yellow House : Arihant (Submarine)

### Slogans

- *Be all you can be !*
- *Aim high, Fly, Fight & Win !*
- *We can, We will !*
- *The few, the proud !*

The Houses are headed by House Captains. Teachers are appointed as House-In-Charge to organize and supervise house activities throughout the year.

## SCHOOL UNIFORM

### PRE PRIMARY

- Blue color T- shirts for boys & girls
- Blue checkered full pants for boys & girls
- Navy blue socks with white stripes
- Navy blue hair band for girls
- Black shoes
- **Smart sports uniform for boys and girls**
  - o Red T Shirt
  - o Navy Blue Track Pant
- ID Cards
- **Winter Uniform:** Navy blue Sweat shirt
  
- **Instructions :-**
  - Pre-Primary Students will wear regular School Uniform from Monday to Thursday & Sports Uniform on Friday.
  - Army Hair cut for boys is mandatory.
  - Girls with long hair to make 2 ponytails / pleats with hairband.
  - Girls with Short hair to wear hairband.

### STD. 1 ONWARDS

#### PRIMARY AND SECONDARY

- White shirts for boys / girls
- Grey full pants for boys
- Grey skirts for girls
- **Vest Coat for Boys & Girls (Std 5 onwards)**
  - Grey socks with white stripes
  - Green Tie & Grey Belt
  - Black hair band for girls
  - Black shoes
  - ID Cards
- **Smart House Uniform:** House T-shirts, navy blue track pants & white socks with house-colored stripes and black hair band for girls.
- **Winter Uniform:**
  - o Navy Blue sweat shirts for winters to be worn along with house uniform.
  - o Military Green blazer to be worn with Regular Uniform from 01 November to 28/ 29 February.
- **Instructions :-**
  - Std I – IX Students will wear Sports Uniform on Mondays & Saturday & Regular School Uniform from Tuesday to Friday.
  - Army Hair cut for boys is mandatory.
  - Girls with long hair to make 2 ponytails / pleats with hairband.
  - Girls with Short hair to wear hairband.

## LIST OF HOLIDAYS FOR THE ACADEMIC YEAR 2023-24

Month	Date	Day	Holiday
April 2023	07.04.2023	Friday	Good Friday
	14.04.2023	Friday	Ambedkar Jayanti
	22.04.2023	Saturday	Ramzan Eid
June 2023	29.06.2023	Thursday	Aashadhi Ekadashi
July,2023	29.07.2023	Saturday	Moharram
August, 2023	15.08.2023	Tuesday	Independence Day (Pre Primary only)
	16.08.2023	Wednesday	Parasi New Year
	30.08.2023	Wednesday	Raksha Bandhan
September, 2023	07.09.2023	Thursday	Janmashtami
	19.09.2023	Tuesday	Ganesh Chaturthi
	28.09.2023	Thursday	Anant Chaturdashi& Eid – e- Milad
October, 2023	02.10.2023	Monday	Gandhi Jayanti
	24.10.2023	Tuesday	Dussera
November, 2023	27.11.2023	Monday	Gurunanak Jayanti
December, 2023	25.12.2023	Monday	Christmas Day
January, 2024	01.01.2024	Monday	New Year
	15.01.2024	Monday	Makar Sankranti
	26.01.2024	Friday	Republic Day ( Pre Primary only)
February, 2024	19.02.2024	Monday	Chatrapati Shivaji Jayanti
March, 2024	08.03.2024	Friday	MahaShivratri
	25.03.2024	Monday	Holi

Holidays	Class	Start Date	End Date	School Reopens on
Summer Break	Mini KG – IX	02.05.2023	03.06.2023	05.06.2023
Diwali Break	Mini KG – IX	09.11.2023	18.11.2023	20.11.2023
Christmas Break	Mini KG – IX	25.12.2023	01.01.2024	02.01.2024

**Note :** School office will remain closed during Diwali & Christmas Break.

## SPECIAL ASSEMBLY DATES

<b>DAY</b>	<b>DATE</b>	<b>SPECIAL DAY</b>
Thursday	13 April	Ambedkar Jayanti,
Thursday	13 April	Ambedkar Jayanti,
Saturday	22 April	Earth Day
Friday	28 April	Maharashtra Day & Labour Day (01 May)
Monday	05 June	World Environment Day
Friday	16 June	Father's Day (18 June)
Wednesday	21 June	Yoga Day
Friday	30 June	Doctors Day (01 July)
Monday	03 July	Guru Purnima
Wednesday	26 July	Kargil Vijay Diwas
Monday	14 August	Independence Day
Friday	18 August	World Photography Day ( 19th August)
Tuesday	29 August	Rakshabandhan
Tuesday	05 September	Janmashtami & Teachers Day
Friday	08 Sept	World literacy day
Thursday	14 Sept	Hindi Diwas
Wednesday	20 Sept	Ganesh Arti
Wednesday	27 Sept	World Tourism Day
Friday	29 September	World Heart Day & Gandhi Jayanti / Shastri Jayanti (02 Oct)
Friday	06 October	Indian Airforce Day (08 Oct)
Monday	23 Oct	Navratri & Dussera

<b>DAY</b>	<b>DATE</b>	<b>SPECIAL DAY</b>
Wednesday	08 November	Diwali
Tuesday	14 November	Children's Day
Saturday	25 November	Constitution Day (26 Nov) & Gurunanak Jayanti (27 Nov)
Monday	04 December	Navy Diwas
Friday	15 December	Vijay Diwas (16 Dec)
Saturday	23 December	Kisan Diwas & Christmas (25 Dec)
Friday	12 January	Lohri (13 Jan) / Makar Sankranti & Army Day (15 Jan)
Wednesday	17 January	Guru Gobind Singh Jayanti
Tuesday	13 February	National Sport Day
Friday	16 February	Shivaji Jayanti (19 Feb)
Wednesday	28 February	National Science Day
Friday	08 March	Women's Day

### SPECIAL DAYS

1. Annual Concert - Saturday, 04 November 2023 (Pre Primary)
2. Sport's Day - Saturday, 02 December 2023 (Mini KG to Std. 9 )
3. Convocation Ceremony - Saturday, 24 February 2024 (Sr. KG Only)
4. Annual Prize distribution - Tuesday, 20 February 2024 (Pre Primary)  
- Saturday, 24 February 2024 (Std. 1 - 9)
5. Class wise Group Photo - Wednesday, 21 February 2024
6. Annual Medical Checkup - Tuesday, 20 February 2024 – Friday, 23 February 2024

*\* Conditions apply: Depending on the situation.*

*All dates are subject to change due to unavoidable circumstances.*

## PTM DATES

1st PTM	April 2023 ( Dates shall be conveyed later)
2nd PTM	July 2023 ( Dates shall be conveyed later)
3rd PTM	September 2023 ( Dates shall be conveyed later)
4th PTM	<b>Mid Term Report</b> - 06 November to 08 November (Tentative Dates)
5th PTM	February 2024
6th PTM	<b>Final Report</b> - 26 March to 28 March 2024 (Tentative Dates)

- **Pre- Primary** - Parents can meet the teachers on 01 Saturday 12:30 pm to 1:30 pm.
  - **Std 1 onwards** - Parents can meet the teachers on 01 Saturday 01:00 pm to 1:30 pm.
- \* Other important dates / PTM dates will be notified through notice.

## COLOUR MONTH FOR PRE-PRIMARY

MONTH	Color
April	Green
June	Blue
July	Brown
August	Orange
September	Yellow

MONTH	Color
October	Red
November	Pink
December	White
January	Black
February	Purple

## PRE-PRIMARY LIST OF CELEBRATIONS 2023-24

No.	Day / Date	Celebration	Dress Code (for Pre-Primary only)
1.	Tue , 27 June 2023	Palkhi	Traditional
2.	Mon, 14 Aug 2023	Independence Day	National
3.	Tue, 29 Aug 2023	Rakshabandhan	Traditional
4.	Wed, 06 Aug 2023	Janmashtami	Traditional
5.	Wed, 20 Sep 2023	Ganesh Arti	Traditional
6.	Mon, 23 Oct 2023	Dussera	Traditional
7.	Wed, 08 Nov 2023	Diwali	Traditional
8.	Fri, 22 Dec 2023	Christmas	Traditional
9.	Fri, 12 Jan 2024	Makar Sankranti	Traditional
10.	Thu, 25 Jan 2024	Republic Day	National



## DETAILS OF PRE PRIMARY CCA / CLUB ACTIVITY FOR ACADEMIC YEAR : 2023-24 (Participation Compulsory)

Month	Day	Date	CCA / Competition	Pre KG	JR.KG	SR.KG
April	Thursday	13-04-2023	Summer Day Activity	Yes	Yes	Yes
	Friday	21-04-2023	Earth Day - Go Green Activity	Yes	Yes	Yes
	Friday	28-04-2023	Colouring Competition & Colour of the month activity - Green	Yes	Yes	Yes
June	Friday	09-06-2023	Milk Day	Yes	Yes	Yes
	Friday	23-06-2023	Hindi Recitation Competition	Yes	Yes	Yes
	Friday	30-06-2023	Blue Colour Day Activity	Yes	Yes	Yes
July	Friday	14-07-2023	Brown Day & Rainy Day Activity	Yes	Yes	Yes
	Friday	21-07-2023	Market Day Activity	Yes	Yes	Yes
	Friday	28-07-2023	English Recitation Competition	Yes	Yes	Yes
August	Friday	11-08-2023	Easel Painting Activity	Yes	Yes	Yes
	Friday	18-08-2023	Colour of the Month Activity-Orange	Yes	Yes	Yes
	Friday	25-08-2023	Fireless Cooking	Yes	Yes	Yes
	Monday	28-08-2023	Talent Show	Yes	Yes	Yes
September	Monday	04-09-2023	Nutrition Day	Yes	Yes	Yes
	Monday	18-09-2023	Shloka Competition	Yes	Yes	Yes
	Wednesday	27-09-2023	Yellow Colour Day	Yes	Yes	Yes
October	Friday	13-10-2023	Red Colour Day Activity	Yes	Yes	Yes
	Friday	20-10-2023	Fancy Dress Competition	Yes	Yes	Yes
November	Friday	24-11-2023	Greeting Card Making Competition & Pink Colour Day Activity	Yes	Yes	Yes
December	Monday	04-12-2023	Best Out Of Waste Competition	Yes	Yes	Yes
	Friday	15-12-2023	Winter Season / Colour of the month Activity - White	Yes	Yes	Yes
January	Friday	12-01-2024	Black Colour Day Activity	Yes	Yes	Yes
	Tuesday	30-01-2024	Handwriting Competition	No	Yes	Yes
February	Monday	05-02-2024	Spell Bee Competition	No	Yes	Yes
	Friday	09-02-2024	Purple Colour Day Activity	Yes	Yes	Yes

**Note :** The dates mentioned for various events, celebrations, activities & PTM are subject to change under unavoidable circumstances.

## DETAILS OF CCA ACTIVITY - STD 1 ONWARDS FOR THE ACADEMIC YEAR 2023-24 (Participation Compulsory)

Month	TYPE OF CCA ACTIVITY	ACTIVITY	Std1&2	Std3-5	Std6-9
April	ECO CLUB	"My Earth - My first mother1 min talk"	YES	YES	YES
	ART CLUB	creating an art work by using coconut, pista, egg shells etc or any collage by using things available in the surroundings as stemcil: leaf etching, etc	YES	YES	YES
June	"Life skills and WE Club"	"Make your own puppets and put on a show"	YES	-	-
		Vegetable carving	-	YES	-
		Textile designing (like tie-dye)/batik/tie and die	-	-	YES
	HERITAGE CLUB	"Research and Documentation of local living, heritage sites, festivals, performing arts and craftsmanship and dressing."	YES	YES	YES
July	ECO CLUB	Sow a seed	YES	-	-
		Plantation drive	-	YES	YES
	ECO CLUB	Tie and Dye	YES	YES	
		Debate (Supply of water)		YES	
		Methods of conserving water	YES		
		Global warming			YES
August	Life skills & WE Club	RAKHI MAKING	YES	YES	YES
	INTEGRITY CLUB	Independence day Events	YES	YES	YES
September	Life skills & WE Club	Table Etiquettes	YES	YES	YES
	Maths Club	PUZZLES / QUIZ / memory games	YES	-	-
October	Tourism club	Travel and tourism : Budget for dream vacation with itinerary	YES	YES	YES
	Reading Club	MY DEAR DAIRY	YES	-	-
		BOOK REVIEW	-	YES	-
		INTERVIEW CORNER	-	-	YES
	SEWA	Joy of Giving			
November	CCA	Dress up and monologue	YES	-	-
		My Favourite mythological character	-	YES	-
		My favourite Indian folk tale	-	-	YES
	Life skills & WE Club	Fireless cooking	YES	YES	YES
December	ART CLUB	Santa claus making	YES	-	-
		Best out of waste		YES	YES
	Sports CLUB	SPORTS DAY EVENTS	YES	YES	YES
	SEWA	REDUCE, RECYCLE & REUSE	YES	YES	YES
January	Science CLUB	SCIENCE EXHIBITION	YES	YES	YES

**Note :** The dates mentioned for various events, celebrations, activities & PTM are subject to change under unavoidable circumstances.





## LEAVE & ABSENCE RECORD

Sr. No.	Date of Application	Leave Date From - to	Reason	Medical Certificate Attach Y/N	No. of days leave taken	Parent's Signature	Teacher's Signature
1							
2							
3							
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16							
17							
18							

**CLASS TIME TABLE**

Paste your  
Class Timetable here.



## LATE COMING RECORD

April	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April
1	1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7	7	7
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23	23	23	23	23	23	23	23	23	23	23	23
24	24	24	24	24	24	24	24	24	24	24	24
25	25	25	25	25	25	25	25	25	25	25	25
26	26	26	26	26	26	26	26	26	26	26	26
27	27	27	27	27	27	27	27	27	27	27	27
28	28	28	28	28	28	28	28	28	28	28	28
29	29	29	29	29	29	29	29	29	29	29	29
30	30	30	30	30	30	30	30	30		30	30
		31	31		31		31	31		31	



# STUDENT'S DISCIPLINE RECORD

Sr. No.	April	June	July	Aug.	Sept.	Oct.	Nov.	Dec.	Jan.	Feb.	March	April
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- **U** - Indicates student wearing improper uniform / shoes    ▪ **X** - indicates the student has not cut his / her hair & nails
- If there are more than three remarks in a month, parents will be called to meet the teacher.

## ASSIGNMENT NOT DONE / BOOKS NOT BROUGHT

Date	Subject	Teacher's Signature	Parent's Signature

## ASSIGNMENT NOT DONE / BOOKS NOT BROUGHT

Date	Subject	Teacher's Signature	Parent's Signature

### ASSIGNMENT NOT DONE / BOOKS NOT BROUGHT

Date	Subject	Teacher's Signature	Parent's Signature



## ASSIGNMENT NOT DONE / BOOKS NOT BROUGHT

Date	Subject	Teacher's Signature	Parent's Signature

Date :   /   /20

## Parent - Teacher Communication Record

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :   /   /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :   /   /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :    /    /20

## Parent - Teacher Communication Record

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Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :    /    /20

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Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :    /    /20

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Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :   /   /20

## Parent - Teacher Communication Record

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :   /   /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :   /   /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date : / /20

## Parent - Teacher Communication Record

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date : / /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date : / /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :    /    /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :   /   /20

## Parent - Teacher Communication Record

Parent's Sign.: \_\_\_\_\_

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Date :   /   /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :   /   /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :    /    /20

## Parent - Teacher Communication Record

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :    /    /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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Date :    /    /20

Parent's Sign.: \_\_\_\_\_

Teacher's Sign.: \_\_\_\_\_

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**DISCIPLINE CARD**

Student's Name \_\_\_\_\_ Class: \_\_\_\_\_ Div: \_\_\_\_\_

Sign. of Teacher \_\_\_\_\_ Sign. of Parent \_\_\_\_\_

Warning 1. \_\_\_\_\_

Warning 2. \_\_\_\_\_

Warning 3. \_\_\_\_\_

Date : \_\_\_\_\_



Suspension from School : \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_  
Sign of Principal

\_\_\_\_\_  
Sign of Parent



Final Warning : \_\_\_\_\_

From \_\_\_\_\_ to \_\_\_\_\_

\_\_\_\_\_  
Sign of Principal

\_\_\_\_\_  
Sign of Parent

Date : \_\_\_\_\_





**APPLICATION FORM FOR CHANGE IN ADDRESS OR PHONE NUMBER**

**Application changes sought to be made**

Date : \_\_\_\_\_

1. Student's Name : \_\_\_\_\_
2. Class: \_\_\_\_\_ Div: \_\_\_\_\_ GR. No. : \_\_\_\_\_
3. Father's Name : \_\_\_\_\_
4. Mother's Name : \_\_\_\_\_
5. New Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_ Pin code : \_\_\_\_\_
6. Father's Mobile No. : \_\_\_\_\_ E-mail : \_\_\_\_\_
7. Mothers's Mobile No.: \_\_\_\_\_ E-mail : \_\_\_\_\_
8. Subsequent to the aforementioned changes we have - \_\_\_\_\_
  - a) Made changes in our child's Almanac / School Diary - \_\_\_\_\_
  - b) Made Changes in our child's I-Card / Issued a new I-Card - \_\_\_\_\_

Date : \_\_\_\_\_ Signature of the Parent \_\_\_\_\_

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**For Office Use Only**

Received by : \_\_\_\_\_ Date : \_\_\_\_\_

- |  |                |            |
|--|----------------|------------|
| 1. Admin Office - Changes noted                            | Initials _____ | Date _____ |
| 2. Accounts Office - Changes noted                         | Initials _____ | Date _____ |
| 3. ERP System updated                                      | Initials _____ | Date _____ |
| 4. Transport In-charge - Changes noted                     | Initials _____ | Date _____ |
| 5. Class Teacher - Changes noted in<br>Attendance Register | Initials _____ | Date _____ |



**NOTES**

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**IMPORTANT CONTACT NUMBERS**

1. _____	No. _____
2. _____	No. _____
3. _____	No. _____
4. _____	No. _____
5. _____	No. _____



**NOTES**

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**IMPORTANT CONTACT NUMBERS**

1.	_____	No.	_____
2.	_____	No.	_____
3.	_____	No.	_____
4.	_____	No.	_____
5.	_____	No.	_____

**FIELD TRIP/ EDUCATIONAL TRIP**

**Form - A**

**Consent Slip**

Student's Name : \_\_\_\_\_

Std. \_\_\_\_\_ Div. : \_\_\_\_\_ Roll No. : \_\_\_\_\_

1. The school has arranged for an Education Trip / Field Trip for Std \_\_\_\_\_ to \_\_\_\_\_ on \_\_\_\_\_.  
This is to state that, I hereby give my consent to have my child participate in Education Trip / Field Trip to \_\_\_\_\_ on \_\_\_\_\_ Time : \_\_\_\_\_.

2. I understand that school shall arrange for the Transport facility for the trip.

Applicable

Not Applicable

3. I know that due care shall be taken however, I shall not hold the school management responsible for any untoward happening to my son / daughter during the event.

Yes

No

Kindly acknowledge.

Parent's Name: \_\_\_\_\_ Parent's Sign: \_\_\_\_\_

**FIELD TRIP/ EDUCATIONAL TRIP**

**Form - B**

**Consent Slip**

Student's Name : \_\_\_\_\_

Std. \_\_\_\_\_ Div. : \_\_\_\_\_ Roll No. : \_\_\_\_\_

1. The school has arranged for an Education Trip / Field Trip for Std \_\_\_\_\_ to \_\_\_\_\_ on \_\_\_\_\_.  
This is to state that, I hereby give my consent to have my child participate in Education Trip / Field Trip to \_\_\_\_\_ on \_\_\_\_\_ Time : \_\_\_\_\_.

2. I understand that school shall arrange for the Transport facility for the trip.

Applicable

Not Applicable

3. I know that due care shall be taken however, I shall not hold the school management responsible for any untoward happening to my son / daughter during the event.

Yes

No

Kindly acknowledge.

Parent's Name: \_\_\_\_\_ Parent's Sign: \_\_\_\_\_



# ANNUAL CONCERT EVOLUTION 20\_\_ - \_\_

Form - C

## Consent Slip

Student's Name : \_\_\_\_\_

Std. \_\_\_\_\_ Div. : \_\_\_\_\_ Roll No. : \_\_\_\_\_

1. This is to state that, I hereby give my consent to have my child participate in Annual Concert – Evolution 20\_\_\_\_ - \_\_\_\_ on \_\_\_\_\_

Time : \_\_\_\_\_ Venue \_\_\_\_\_.

2. I understand that school shall arrange for the Transport facility for the concert for commuting of students.

Applicable

Not Applicable

3. I know that due care shall be taken throughout the event, however, I shall not hold the school management responsible for any untoward happening to my son / daughter during the event.

Yes

No

Kindly acknowledge.

Parent's Name: \_\_\_\_\_ Parent's Sign: \_\_\_\_\_



**ANNUAL SPORTS DAY : SPARDHA – 20\_\_ - \_\_**

**Form - D**

**Consent Slip**

Student's Name : \_\_\_\_\_

Std. \_\_\_\_\_ Div. : \_\_\_\_\_ Roll No. : \_\_\_\_\_

1. This is to state that, I hereby give my consent to have my child participate in Annual Sports Day: Sportathon – 20\_\_\_\_ - \_\_\_\_ on \_\_\_\_\_

Time : \_\_\_\_\_ Venue \_\_\_\_\_

2. I understand that school shall arrange for the Transport facility for the Sports event for commuting of students.

Applicable

Not Applicable

3. I know that due care shall be taken throughout the event, however, I shall not hold the school management responsible for any untoward happening to my son / daughter during the event.

Yes

No

Kindly acknowledge.

Parent's Name: \_\_\_\_\_ Parent's Sign: \_\_\_\_\_

# RESOURCE SHEET ( Teacher's Copy )

Form - E

Full Name of the student : \_\_\_\_\_

Standard : \_\_\_\_\_ Div. \_\_\_\_\_ Birth Date : \_\_\_\_\_

GR number : \_\_\_\_\_ Blood Gr. : \_\_\_\_\_ Aadhar No.: \_\_\_\_\_

Religion caste & category : \_\_\_\_\_

Special interest & hobbies of the child \_\_\_\_\_

## INFORMATION ABOUT PARENTS / GUARDIAN

Full name of Parent / Guardian : \_\_\_\_\_

Address : \_\_\_\_\_  
\_\_\_\_\_

Email Id : \_\_\_\_\_

**FATHER**

Education Qualification : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Occupation : \_\_\_\_\_

Business / Service : \_\_\_\_\_

Address & phone number of work place: \_\_\_\_\_  
\_\_\_\_\_

Special interests and hobbies  
\_\_\_\_\_

**MOTHER**

Education Qualification : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Occupation : \_\_\_\_\_

Business / Service : \_\_\_\_\_

Address & phone number of work place: \_\_\_\_\_  
\_\_\_\_\_

Special interests and hobbies  
\_\_\_\_\_

I would be able to help the school \_\_\_\_\_

**Person to be contacted in case of emergency** \_\_\_\_\_

Ph. No.: \_\_\_\_\_

Doctor's Name & Phone No. : \_\_\_\_\_

Father's Sign. \_\_\_\_\_

Mother's Sign. \_\_\_\_\_



## STUDENT TRANSPORT INFORMATION

Form - F

Name of Child : \_\_\_\_\_

Class : \_\_\_\_\_ Div. : \_\_\_\_\_ GR. No. : \_\_\_\_\_

School Bus No. : \_\_\_\_\_

Morning Stop : \_\_\_\_\_ Evening Stop : \_\_\_\_\_

Name of Person authorised to pick up child :

\_\_\_\_\_

In case of Pvt. Transport

Mode of Transport : \_\_\_\_\_

Vehicle Reg. No. : \_\_\_\_\_

Name of Driver : \_\_\_\_\_

Mobile No. : \_\_\_\_\_

Telephone Numbers

Father : \_\_\_\_\_

Mother : \_\_\_\_\_

Emergency : \_\_\_\_\_

Any changes in the above information will have to be given in writing to the school office by the parents.

Date : \_\_\_\_\_

Mother's Signature \_\_\_\_\_

Father's Signature \_\_\_\_\_



## DECLARATION BY PARENTS

Form - G

Our ward Miss / Master \_\_\_\_\_ is a student of Class \_\_\_\_\_ Div. \_\_\_\_\_ and either one of us (Father/Mother/Local guardian) will sign all her/his application, report cards etc. Our specimen signatures are as under.

Name : 1. Father \_\_\_\_\_ Specimen Signature : \_\_\_\_\_

2. Mother \_\_\_\_\_ Specimen Signature : \_\_\_\_\_

3. Local Guardian \_\_\_\_\_ Specimen Signature : \_\_\_\_\_

In our absence the following individuals in the city could be contacted :

1. Name \_\_\_\_\_ 2. Name \_\_\_\_\_

Address : \_\_\_\_\_ Address : \_\_\_\_\_

\_\_\_\_\_

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

\_\_\_\_\_  
Class Teacher's Name

\_\_\_\_\_  
Class Teacher's Signature

I have read the rules and regulations of the school and promise to abide by them.

I undertake to pay the School / Transport fees as per the schedule given by the school timely and will not approach school for fee waivers / concessions at any point of time.

Date : \_\_\_\_\_

\_\_\_\_\_  
Signature of the Parent / Guardian



# APPLICATION FOR TRANSFER CERTIFICATE

Form - H

1. Date of Application : \_\_\_\_\_
2. Name of the Pupil : \_\_\_\_\_
3. Father's Name : \_\_\_\_\_
4. Mother's Name : \_\_\_\_\_
5. Occupation of Parent : \_\_\_\_\_
6. Permanent Address : \_\_\_\_\_  
\_\_\_\_\_
7. Class and section in which studying : \_\_\_\_\_
8. Reason for leaving : \_\_\_\_\_
9. TC required on (Date) : \_\_\_\_\_  
\_\_\_\_\_

Parent / Guardian's Signature

\*NOTE : TC will be issued within two weeks from the date of receipt of application after clearing all dues. (Subject to the fulfilment of all formalities)

## FOR THE USE OF CLASS TEACHER

1. Admission Number : \_\_\_\_\_
2. School fees paid upto : \_\_\_\_\_
3. Transport fees paid upto : \_\_\_\_\_
4. Date of last attendance in school : \_\_\_\_\_
5. No. of working days upto : \_\_\_\_\_
6. Total attendance of the student : \_\_\_\_\_
7. Library Books to be returned if any : \_\_\_\_\_
8. Any other dues/ Liabilities of parents/ Student towards school : \_\_\_\_\_

Class Teacher's Signature \_\_\_\_\_

Date : \_\_\_\_\_ Class : \_\_\_\_\_

## FOR THE USE OF SCHOOL OFFICE

Transfer Certificate No. \_\_\_\_\_ Issued on : \_\_\_\_\_

Signature of School Admin

# APPLICATION FOR BONAFIDE CERTIFICATE

Form - I

To,

Date : / /20

**The Principal**

**IndusChamps School,**

Pune

**Subject :** Application for the Bonafide Certificate

I, Mr./ Mrs. \_\_\_\_\_, father/ mother of \_\_\_\_\_ studying in Class \_\_\_\_\_ Sec \_\_\_\_\_ of your school whose GR number is \_\_\_\_\_, wish to apply for an issuance of a Bonafide certificate from the school for the purpose of \_\_\_\_\_.

I hereby declare that the Bonafide certificate received will be used only for the purpose mentioned above.

I request you to kindly consider my application and thereby issue a Bonafide certificate for my ward.

Signature : \_\_\_\_\_

Name : \_\_\_\_\_

## OFFICE USE ONLY

Recd. by : \_\_\_\_\_

Date : \_\_\_\_\_

Inward number : \_\_\_\_\_

Sign : \_\_\_\_\_

Bonafide certificate no : \_\_\_\_\_

Issued on : \_\_\_\_\_

Issued by : \_\_\_\_\_

Sign : \_\_\_\_\_

Outward No. : \_\_\_\_\_

# ॥ विद्या परमं बलम् ॥

विद्या सबसे महत्वपूर्ण ताकत है ।

Knowledge is the supreme power



Empowering young minds with a holistic approach  
in education through a curriculum that:

- Engages all aspects of the learner, including mind, body, and spirit.
- Aims to help them make connections to their local community, to the natural world, and to humanitarian values such as compassion and peace.
- Provides direction to students to be the most that they can be.
- Encourages students to work towards achieving SELF ACTUALIZATION.



IIEBM Campus, Sr. No.114/1/3, Dange Chowk-Hinjewadi Road,  
Bhumkar Chowk, Wakad, Pune - 411 057

Tel. No.: 8149093779 / 8149093789 / 7709057881 (Whatsapp)

E-mail : [info@induschampsschool.edu.in](mailto:info@induschampsschool.edu.in)

Website : [www.induschampsschool.edu.in](http://www.induschampsschool.edu.in)