



NATHELLA
VIDHYODAYA
Ignite. Inspire. Innovate.

Aff No.:1930811

School Code : 55717

MANAGEMENT COMMITTEE

MANAGING TRUSTEES - NATHELLA RANGANATHA GUPTA
- NATHELLA RADHIKA
- NATHELLA LAKSHMI PRIYA
- MADUPALLI PAVITHRA KISHORE

CORRESPONDENT - NATHELLA RADHIKA

PRINCIPAL - SAMITA BASU



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STUDENT'S HANDBOOK
2023-2024

Name _____ :

Std./Sec _____ :

USN : _____

House : _____

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NATHELLA TEAM -2022-23



AISSE – 2021-22
SCHOOL TOPPERS
CLASS -X



DHANYA SREE K.
Rank 1



ARUNDHATI K.P.
Rank 2



GAYATHRI P.
Rank 3

AISSE – 2022-23
SCHOOL TOPPERS
CLASS X



SUBIKSHA
Rank 1



KANISHK
Rank 2



PRANAV ESHWAR N.
Rank 3

AISSE – 2022-23
SCHOOL TOPPERS
CLASS XII



LINGESH C.
Rank 1



VAISHNAVI V.R
Rank 2



SANDHYA V.
Rank 3

ACHIEVEMENTS

CBSE National Science Exhibition 2022-23

Regional Level Winner



MARUSHIKA.D- VIB
CBSE SCIENCE EXHIBITION

STATE LEVEL BADMINTON



KAUSHAL SHANKAR- VII A
DISTRICT LEVEL WINNER



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STUDENT INFORMATION

Affix Recent
Passport
Size Photo

Name of the Pupil : _____

D.O.B : _____ Blood Group : _____

Standard : _____ Section: _____ Roll No: _____

ResidentialAddress: _____

House : (Ruby / Sapphire / Emerald/Topaz) _____

Nationality : _____ Religion: _____

Community : BC OC MBC SC ST

Caste : _____

IdentificationMarks: _____

Sibling details (furnish only if the sibling is studying in our school):

Mode of Transport : School Van/Self _____

Father'sName : _____ Qualification

: _____ Occupation: _____

OfficeAddress : e-Mail

: _____

Additional information about your ward

Mother's Name : _____

Qualification : _____

Occupation : _____

Office Address : _____

e-Mail : _____

Name & Address of : _____

Local Guardian(if any) _____

Emergency Contact : _____

Permanent Address : _____

CONTACT NUMBER

1. ForreceivingSchoolSMS: _____

2. Father : _____

3. Mother : _____

4. Guardian : _____



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House : (Ruby / Sapphire / Emerald/Topaz) _____

Nationality : _____ Religion: _____

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Caste : _____

IdentificationMarks: _____

Sibling details (furnish only if the sibling is studying in our school):

Mode of Transport : School Van/Self _____

Father'sName : _____ Qualification

: _____ Occupation: _____

OfficeAddress : e-Mail

: _____

Additional information about your ward

Name Name : _____

Qualification : _____

Occupation : _____

Office Address : _____

e-Mail : _____

Name & Address of : _____

Local Guardian(if any) _____

Emergency Contact : _____

Permanent Address : _____

CONTACT NUMBER

1. ForreceivingSchoolSMS: _____

2. Father : _____

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D.O.B : _____ **Blood Group :** _____

Standard : _____ **Section:** _____ **Roll No:** _____

ResidentialAddress: _____

House : (Ruby / Sapphire / Emerald/Topaz) _____

Nationality : _____ **Religion:** _____

Community : BC OC MBC SC ST

Caste : _____

IdentificationMarks: _____

Sibling details (furnish only if the sibling is studying in our school):

Mode of Transport : School Van/Self _____

Father'sName : _____ **Qualification**

Occupation: _____

OfficeAddress : e-Mail _____

Additional information about your ward

Mother's Name : _____

Qualification : _____

Occupation : _____

Office Address : _____

e-Mail : _____

Name & Address of : _____

Local Guardian(if any) _____

Emergency Contact : _____

Permanent Address : _____

CONTACT NUMBER

1. ForreceivingSchoolSMS: _____

2. Father : _____

3. Mother : _____

4. Guardian : _____

INFINI PRAYER

Feeling thy presence (Daily)
Feeling thy grace
Feeling thy radiance
You are my source of faith and strength
You are my path and destination
And I am always connected to you
Nothing of me and everything of you
Lead me Higher...
Lead me Deeper...
Lead me Beyond...
Lead me to you.

PRAYER

- 1) "Vakratunda Mahakaya, Suryakoti Samaprabha (Daily)
Nirvighnam Kuru Mey Deva, Sarva KaryashuSarvadhha"

- 2) Saraswati Namastubhyam (Daily)
Varade Kaama Roopini
VidyaarambhamKarishyami
Siddhir BhavatumeSadaa

- 3) Lord, make me an instrument of your peace; (Mon)
where there is hatred, Let me sow love;
when there is injury, pardon;
where there is doubt, faith;
where there is despair, hope;
where there is darkness, light; and
where there is sadness, joy.
Grant that I may not so much seek to be
consoled as to console;
to be understood, as to understand,
to be loved as to love;
for it is in giving that we receive,
it is in pardoning that we are pardoned,
and it is in dying (toourselves)
that we are born to eternallife.

- 4) Anbanukku Anbane Nee Vaa Vaa Shanmuga
 Aarupadai Veedudayan Vaa Vaa Shanmuga (Tues)
 Inbamaya Jyothiye Nee Vaa Vaa Vaa Shanmuga
 Ishan Umay Balakane Vaa Vaa Shanmuga
 Ulagadan Murugane Nee Vaa Vaa Shanmuga
 Oomaikku Arul Purindhavane Vaa Vaa Vaa Shanmuga
 Ettu Kudi Veelevane Vaa Vaa Shanmuga
 Aeru Mayil Aeriya Nee Vaa Vaa Vaa Shanmuga
 Aingarannukku Ilayavane Vaa Vaa Vaa Shanmuga
 Oyyari Valli Lolai Vaa Vaa Shanmuga
 Omkaara Thathuvame Vaa Vaa Shanmuga
 Aadi Va Nee Odi Vaa Ne Vaa Vaa Shanmuga
 Odi Vaa Nee Aadi Vaa Nee Vaa Aa Shanmuga
 Vaa Vaa Shanmuga Vaa Vaa Shanmuga
- 5) Gnananda Mayam DevamNirmala
 Spatika Kruthim Aadharam Sarva Vidyanam (Wed)
 Hayagrivam Upasmahe
- 6) Pujaya Raghavendraya Sathya Darma Radhayacha
 Bajatham Kalpa Virukshaya NamathamKamadehnave (Thurs)
- 7) Asato Mā Sadgamaya
 Tamasomā Jyotir Gamaya (Fri)
 Mrityormā Amritham Gamaya
 Om Shānti ShānthiShānthi
- 8) Shaanta-Aakaaram Bhujaga-Shayanam Padma- (Sat)
 NabhamSuresham
 Vishva-Aadhaaram Gagana-Sadrsham Megha-Varnam
 Shubha-Anggam Lakshmi-Kaantham Kamala-Nayanam
 Yogibhir-Dhyana-Gamyam
 Vande Vishnum Bhava-Bhaya-Haram Sarva-Loka-Eka-Natham

NV PLEDGE

I believe in myself and in my ability to do my best at all times.
I will act in such a way that I will be proud of myself and
make others proud of me too.
Every day, in every way, I am becoming better and better!

NATIONAL PLEDGE

India is my country.
All Indians are my brothers and sisters.
I love my country and I am proud of its rich and varied heritage.
I shall always strive to be worthy of it.
I shall respect my parents, teachers and all elders 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.
Jai Hind!

NATIONAL ANTHEM

Jana-Gana-Mana-Adhinayaka, Jaya He
Bharata-Bhagya-Vidhata.
Punjab-Sindh-Gujarat-Maratha
Dravida-Utkala-Banga
Vindhya-Himachala-Yamuna-Ganga
Uchchala-Jaladhi-Taranga.
Tava Shubha Name Jage,
Tava Shubha Asisa Mage,
Gahe Tava Jaya Gatha,
Jana-Gana-Mangala-Dayaka Jaya He
Bharata-Bhagya-Vidhata.
Jaya He, Jaya He, Jaya He, Jaya Jaya Jaya, Jaya He!

MEANING OF NATIONAL ANTHEM

Thou are the ruler of the minds of all people,
Dispenser of India's destiny.
Thy name rouses the hearts of Punjab, Sind, Gujurat and Maratha.
Of the Dravida and Odisha and Bengal.
It Echoes in the hills of Vindhya and Himalayas,
mingles in the music of Yamuna and Ganga and is
chanted by the waves of the Indian Sea.
They pray for thy blessing and sing thy praise.
The saving of all people is thy hand,
Thou dispenser of India's destiny.
Victory, Victory, Victory to thee.

TAMIL THAIVAZHTHU

Neeraarum kadaluduththa nilamadandhai kezhilolugum...
Seeraarum vadhanamena thikazh baradha kandamidhil...
Thekkanamum adhir chirandha Dravida nal thiru naadum...
Thakkasiru pirai nudhalum thari thanarum thilagamume...
Aththilaga vaasanai pol anaithulaguminbamura...
Yeththisayum pugazh manakka irundha perum
Thamizhanange!!! Thamizhanange!!!
Vun seerilamai thiram viyandhu seyal marandhu Vazhthudhume!!!
Vazhthudhume!!! Vazhthudhume!!!

FLAG SONG (HINDI)

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

सदा शक्ति बरसानेवाला:
प्रेम सुधा सर्सानेवला:
वीरों को हर्षानेवाला!
मातृभूमि का तन—मन सारा
झंडा ऊँचा रहे हमारा!

स्वतंत्रता के भीषण रण में
रख कर जोश बड़े क्षण क्षण में
कांपें शत्रु देख कर मन में
मिट जावें भय संकट सारा
झंडा ऊँचा रहे हमारा!

इस झंडे के नीचे निर्भय,
हो स्वराज्य जनता का निश्चय
बोलो, भारत माता के जय!
स्वतंत्रता ही ध्येय हमारा
झंडा ऊँचा रहे हमारा!

शान न इसकी जाने पावे,
चाहे जान भले ही जावे,
विश्व विजय करके दिखलावे
तब होवे प्रण पूर्ण हमारा!
झंडा ऊँचा रहे हमारा!

கொடியூடல்

தாயின் மணிக்கொடி பாரீர் - அதைக்
தாழ்ந்து பணிந்து புகழ்ந்தீட வாரீர்.

1. ஓங்கி வளர்ந்ததோர் கம்பம் - அதன்
உச்சியின் மேல் வந்தே மாதரமன்றே
பாங்கி னேழுதித் தீகமும் - செய்ய
பட்டொளி வீசிப் பறந்தது பாரீர்!
2. பட்டுத் துகிலென லாமோ? - அதிற்
பாய்ந்து சுழற்றும் பெரும்புயற் காற்று
மட்டும் மிகுந்தடித்தாலும் - அதை
மதியாதவ் வறுதிகொள் மாணிக்கப் படலம் (தாயின்)
3. இந்திரன் வச்சிர மோர்பால் - அதில்
ளங்கள் துருக்க ரிளம்பிறை யோர்பால் (தாயின்)
மந்திர நடுவுறத் தோன்றும் - அதன்
மாண்பை வகுத்தீட வல்லவன் யானோ? (தாயின்)



**Sriman Nathella Sampathu Chetty Garu
(1902-1977)**

ABOUT THE FOUNDER

Nathella Vidhyodaya is founded under the aegis of NSC and Audikesavalu Gupta Trust. Sriman Nathella Sampathu Chetty Garu (1902-1977) was popularly and affectionately known as 'Silver King'. He established the jewellery business in 1928. An astute businessman, philanthropist and visionary, he established many significant charitable activities which continue their silent work till date. He was a trailblazer in his time heading many charitable and social Institutions in various capacities.

Nathella Vidhyodaya is a realization of his cherished dream of establishing a school deeply rooted in Indian values with a global outlook, and preparing the students to meet the demands of the 21st century.

ABOUT SCHOOL

Nathella Vidhyodaya is a unit of the reputed Nathella Group and run by the Nathella Sampathu Chetty, Audikesavalu Gupta Trust. The school is co-educational and follows CBSE curriculum from PreKG to XII. It is located in a secure 1.5-acre campus in Ambattur, Chennai. We are committed to educate the whole child and the diversity of each individual.

Nathella Vidhyodaya will fortify a strong academic foundation, superior reading skill, enhance leadership and community awareness, providing a multifaceted and holistic development of its students.

GOVERNANCE AND LEADERSHIP

The school is managed by an advisory board comprising Trustees, senior academicians and eminent people from the society. All school curricular and co-curricular programmes and other activities are planned and implemented under the leadership of a dynamic Principal.

THE FACULTY

Qualified Teachers are appointed for Montessori, Primary, Middle School, High School and Senior Secondary, based on their skills, knowledge and experience. CBSE training courses are undertaken regularly by the faculty. Professional advancement programmes including lectures and workshops are arranged from time to time. The members of the faculty interact with parents to understand the student needs better.

OUR VISION

To provide holistic education in a nurturing environment where our teachers inspire students to become leaders and freethinkers with a will to flourish as diligent individual in a changing world.

OUR MISSION

To:

- Foster the holistic development of students and their multiple intelligence through meaningful learning experience.
- Acknowledge that students come to us with a wide variety of learning styles, academic abilities, linguistic and cultural experiences.
- Provide all-rounded educational development to encourage teaching methods that are creative, varied and flexible.
- Offer continuing professional development to encourage teaching methods that are creative, varied and flexible.
- Develop problem-solving and critical thinking skills which are necessary for young children to participate productively in a constantly changing, culturally diverse and complex world. Promote community service throughout the school, encourage our students to become aware of and act upon the responsibilities, not only to themselves and their peers, but also to society in general.
- Nurture within our students a healthy sense of self-esteem, self-awareness and encourage respect and compassion for others.
- Ensure proficiency of the highest standards enabling students to pursue a career of their choice.

TEACHING METHODOLOGY

- Digital Content and audio-visual aids through **SMART CLASSROOMS**.
- Use of conventional tools and methods of teaching and learning.
- Use of themes and projects to develop higher order thinking skills and stimulate creativity.
- Large number of co-curricular activities like **Debating, Spell Bee, Olympiads, Creative Writing, Hand Writing, Quiz, Recitation** etc., which provide wide and varied exposure.

- Well -equipped **Laboratories for Computers, Physics, Chemistry, Biology, Mathematics and Linguistics** provide practical oriented comprehension.
- **Large Playground** along with trained PT staff provide physical fitness, sports, track & field events and team sporting skills.
- Educative Clubs and After School Activities (ASA) add dimensions to education.

SYLLABUS AND STANDARDS

Nathella Vidhyodaya follows English as the medium of instruction and is affiliated to the Central Board of Secondary Education (CBSE). School syllabus is built on a rich foundation of reading, writing and arithmetic skills. The foundation is further strengthened with History, Science, Music, Geography and Performing arts. The curriculum is built on the principle of subject integration. This reinforced study across subject areas develops critical thinking and higher order thinking skills. The children are guided through each theme with a multi-pronged approach. Students are assessed through Assessment Criteria as proposed by CBSE.

CLUB ACTIVITIES

Indigenous clubs like Einstein Club, Columbus Voyage, Shakespeare Lingo, Ramanujam Wizard, Babbage Facts, Language Clubs and Craft Club are intervened into the curriculum senses of Individuality of each child and provides holistic development and social awareness.

LANGUAGES AVAILABLE

CLASS	II LANGUAGE	III LANGUAGE
I TO VIII	HINDI/ TAMIL	TAMIL/HINDI
IX-X	HINDI/TAMIL	SPECIAL TAMIL for Hindi students

STREAMS AVAILABLE FOR SENIOR 3SECONDARY

GROUP -1	English, Maths, Physics, Chemistry, Computer Science/Biology
GROUP -2	English, Physics, Chemistry, Biology, Computer Science/Psychology
GROUP -3	English, Accountancy, Business Studies, Economics, Computer Science /Maths

*Physical Education can be opted as sixth subject.

CAREER COUNSELLING AND ENRICHMENT PROGRAMS

A world of orientation and opportunities opens up at Nathella Vidhyodaya where regular Programs and Training sessions for IIT JEE, NEET, KVPY, OLYMPIADS, NTSE will be conducted for the Science/Maths stream students.

Olympiads –IMO, IEO, NSO are mandatory for classes I – VIII and CAMBRIDGE Young Learners English is compulsory for classes I-V.

The Commerce and Humanitarian stream students will be introduced to Chartered Accountancy, Cost Accountancy and Company Secretary fields with timely interventions from experts in the fields.

Periodic Career counselling and Life skills development sessions will be provided improve the

- Communication and interpersonal skills
- Decision making and critical thinking
- Coping and self-management
- Leadership empowerment

GUIDELINES FOR PARENTS

- Parents are requested to co-operate with the School in its endeavour to promote their children's progress by paying attention to their regularity, punctuality and discipline.
- Parents must be constantly vigilant. We earnestly recommend that parents should take interest in the daily activities of the children both inside and outside the School and check their diary daily for any notes from the teacher. Parents are expected to attend all School meetings.
- For any clarifications, the Principal/Teacher(s) can be contacted with prior appointment.
- Parents are not permitted to enter the classrooms and to meet teachers during class hours.
- Parents must encourage their children to participate in co-curricular activities for better holistic development.

ABSENCE FROM THE SCHOOL

- Children who stay from School for more than 3 days, must produce leave letter or Medical certificate whichever is appropriate.
- Children, who suffer from infectious diseases should not be sent to School to attend classes. The student is required to produce a Medical Fitness Certificate from a registered Medical Practitioner / Doctor on joining the classes.

REPORT CARD

- Report card must be signed by either of the parent of the child. In the absence of the father or the mother, the guardian may sign, (as declared in the office).
- No corrections should be made in the Report card by the parent. If any discrepancy is found, the same should be brought to the notice of the class teacher.

PARENTS MEETING TEACHERS/PRINCIPAL

- Parents can meet teacher on 2nd Saturdays between 9:00 am and 12:00 pm with prior permission.
- Parents must meet the Principal when called to discuss about their ward's progress.

OPEN DAYS

- PTMs will be held regularly after exams to discuss the examination results. Periodic Test PTMs will be held on weekdays while Term Exam PTMs will be held on Saturday.
- Notification will be issued to parents regarding Open Days.
- Relatives including grandparents, aunts, uncles, etc. will not be given the report card, unless, approved and authorized by the Principal at the start of the academic year.

PROMOTION PROCEDURE

- For a student to get promoted, 75% attendance is necessary.
- If he/she fails to appear for the Term examinations, then, in all matters regarding the promotion, the Principal's decision is final.
- The promotion of the student to the next class will be based on the Academic Performance satisfying the CBSE pass criteria.
- Students must obtain the qualifying grade (Minimum grade D) in all subjects.
- All dues/arrears (if any) must be cleared and confirmed by the officer to obtain the final result at the end of the Academic Year, otherwise result will be withheld.

SCHOOL DIARY

- School diary is one of the essential medium of communication. Please ensure that the student brings the diary to school every day.

- Any change of residential/official address/telephonenumber should be notified in writing to the class teacher & School Office immediately.
- Parents should duly fill in all required data (from page 7 to 12) and submit to the class teachers.
- Parents should check the school diary every day and respond to teacher's remarks, communications and queries.
- All rules and regulations mentioned are to be strictly adhered to.
- The dates of exams and activities are subject to change in accordance to government/ CBSE regulations.

APPEARANCE, GROOMING AND UNIFORM

- It is mandatory for students to wear clean, complete and appropriate school uniform, including prescribed shoes, belt, ID card on all working days unless otherwise informed.
- Wearing unwashed, crumpled, too tight uniforms is not encouraged. Students not in proper uniform will be sent back home after two warnings.
- Gold jewellery must not be worn by students in school. If worn, parents must bear the risk, school will not take the responsibility.
- Students can come in Indian attire (optional) on First Friday of every month.
- Ensure that the child maintains personal hygiene, follows a nutritious diet and avoid seats at tables from roadside vendors.
- Parents must ensure that the child is neatly dressed and nails should be trimmed regularly.
- Sports uniform consists of respective house colour jerseys, black track pants, white socks and black shoes as prescribed.

SCHOOL RULES & REGULATIONS

- All the students must be present for the school assembly at 8:20 am
- Attendance is mandatory. An attendance of 75% is a must for promotion to the next class.
- Habitual regular late-comers will not be allowed to sit in the class.
- A student who is not habitually clean or properly dressed in school uniform, will be sent home.
- Students must not leave the class without the teacher's permission.
- The school leaders and assistants, along with teachers will help to maintain discipline and order at all times.
- Students must not enter other classrooms or remain in any classroom during games and recess. No student is allowed to meet outsiders during school hours.
- Any absence from school, even with prior permission, must be explained by the parent in the "leave record" page, in the diary, before the student is admitted into the class. If the leave is for more than three days, besides the note in the diary, an additional request letter must be attached and approved by the Principal.
- On all occasions, consent of the Principal is required for students to leave the school.
- Each student is responsible for the safety of his/her belongings.
- Non-veg food is strictly prohibited inside School Campus.
- Any damaged done to the School property must be replaced.
- Parents are strictly forbidden from tipping any ayah or attendant.
- Students from VI - VIII will be called for remedial classes if

academic performance is not satisfactory.

- X & XII Graders will attend special classes.
- IX - XII Graders will not avail ASA & Transport facilities.
- Periodic Assessment, surprise tests, quizzes etc will be conducted from time to time. Therefore, regular attendance is mandatory.

GREEN RULES

- Do not throw litter on the ground, use the dustbins.
- Use of polythene bags is banned in school. Use environment-friendly bags.
- Keep the environment and school neat and clean.
- Switch off the lights and turn off the taps when not in use.
- Learn to speak at low pitch to avoid noise pollution.

TRANSPORT RULES

- Decision regarding drop points will be decided by the Principal.
- Parents/Guardians have no authority or right to change the drop points on their own. In case of violation, the facility may be suspended. It must be noted that the erring parents/students alone shall be responsible for the consequences.
- All students must come to pick up point at least five minutes before to avoid inconvenience to other students.
- Ensures safety of child while waiting for School van.
- Children should follow transport rules inside the van.

WITHDRAWAL FROM SCHOOL

- Parents who wish to apply TC for their wards must apply for the same on or before Jan 31st of the current Academic Year.
- Post the given date, Term-Fee of next Academic Year must be remitted in full to obtain TC.
- Parents seeking TC for their wards must fill NO DUE form duly signed by H.O. Ds and Coordinators.
- All requests for TC's must be in written format with valid reasons & official evidence wherever applicable.

SCHOOL FEES

The fees are subject to revision from time to time and are directly proportionate to the current cost of living. The last date for fee payment of each term is mentioned inside the student's handbook. A late fee of 50/- will be charged per day for the first week and thereafter it is 100/- per day. Subsequently, it is 200/- per day from the third week onwards.

II Term Fees

1st- 11th August

III Term Fees

2nd- 12th December

I Term Fees for Next Academic Year

1st March to 20th March

SCHOOL TIMINGS

PreKG-LKG	:	9.00 am - 12.30 pm
UKG	:	9.00 am - 02.10 pm
I,II	:	8.20 am - 02.10 pm
III-VIII	:	8.20 am - 03.30 pm
IX,X,XI,XII	:	8.20 am - 03.30 pm

BELL TIMINGS

8.25am	:	IBell
8.30 am -8.45am	:	ASSEMBLY
8.45 am -9.25am	:	1stPeriod
9.25 am -10.05am	:	2ndPeriod
10.05 am -10.15am	:	SnacksBreak
10.15 am -10.55am	:	3rdPeriod
10.55 am -11.35am	:	4thPeriod
11.35 am -12.15pm	:	5thPeriod
12.30pm	:	End of School Day for Pre KG &LKG
12.15 pm -12.45pm	:	Lunch Time for UKG toXII
12.45 pm -1.25pm	:	6thPeriod
01.25 pm -2.10pm	:	7thPeriod
2.10pm	:	End of School Day for UKG, I,II
2.10 p.m. -2.45pm	:	8th Period (III toXII)
2.45 pm -3.20pm	:	9th Period (III toXII)
3.20 pm -3.30pm	:	Dispersal - Std III toVI
3.25 pm – 3.30 pm	:	Dispersal – Std VII to XII

PATTERN OF ASSESSMENT FOR THE YEAR 2023-24

CLASS I TO VIII:

Slip tests will be conducted at the end of each month based on the syllabus covered in the same of previous month.

Particulars	Month	Marks	Exam pattern
Periodic Test -1	Second Week of Jul	20/40	Pen Paper Test
Periodic Test -2	Third Week of Aug	20/40	Pen Paper Test
Term 1 Exam	First Week of Oct	40/80	CBSE pattern
Periodic Test -3	Third Week of Dec	20/40	Pen Paper Test
Periodic Test -4	Third Week of Feb	20/40	Pen Paper Test
Term 2 Exam	Third Week of Mar	40/80	CBSE pattern

➤ **Internal Assessment pattern:-** Term I /Term II

Particulars	Term 1	Term 2
Best of Periodic Test	5	5
Activities	2	2
Attendance /C.W Maintenance	3	3
Term Exam	40	40
Total	50	50

CLASS IX-XII:

Periodic Tests and Term assessments will be conducted in accordance to the latest CBSE norms.

+

CONSENT FORM

I _____ Father/Mother/Guardian of _____
of Class _____ Sec___ am willing/not willing to send my child/ward to
_____ for _____ on _____

Signature of the Parent/Guardian

CONSENT FORM

I _____ Father/Mother/Guardian of _____
of Class _____ Sec___ am willing/not willing to send my child/ward to
_____ for _____ on _____

Signature of the Parent/Guardian

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Signature of the Parent/Guardian

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CONSENT FORM

I _____ Father/Mother/Guardian of _____
of Class _____ Sec___ am willing/not willing to send my child/ward to
_____ for _____ on _____

Signature of the Parent/Guardian

LEAVE FORMS

Date: _____ Please excuse: _____

For his/her Late arrival

Time : _____

Early departure

Time : _____

Absence

Date(s) : _____

Medical certificate

YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

For his/her Late arrival

Time : _____

Early departure

Time : _____

Absence

Date(s) : _____

Medical certificate

YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

For his/her Late arrival

Time : _____

Early departure

Time : _____

Absence

Date(s) : _____

Medical certificate

YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

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Date: _____ Please excuse: _____

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Early departure

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Medical certificate

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Reason _____

Parent/Guardian

Class Teacher

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Medical certificate

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Parent/Guardian

Class Teacher

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Date: _____ Please excuse: _____

For his/her Late arrival

Time : _____

Early departure

Time : _____

Absence

Date(s) : _____

Medical certificate

YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

LEAVE FORMS

Date: _____ Please excuse: _____

For his/her Late arrival Time : _____
 Early departure Time : _____
 Absence Date(s) : _____
 Medical certificate YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

For his/her Late arrival Time : _____
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Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

For his/her Late arrival

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Early departure

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Absence

Date(s) : _____

Medical certificate

YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

LEAVE FORMS

Date: _____ Please excuse: _____

For his/her Late arrival Time : _____
 Early departure Time : _____
 Absence Date(s) : _____
 Medical certificate YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

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 Early departure Time : _____
 Absence Date(s) : _____
 Medical certificate YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

For his/her Late arrival Time : _____
 Early departure Time : _____
 Absence Date(s) : _____
 Medical certificate YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

LEAVE FORMS

Date: _____ Please excuse: _____

For his/her Late arrival

Time : _____

Early departure

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Absence

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Medical certificate

YES NO

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Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

For his/her Late arrival

Time : _____

Early departure

Time : _____

Absence

Date(s) : _____

Medical certificate

YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

Date: _____ Please excuse: _____

For his/her Late arrival

Time : _____

Early departure

Time : _____

Absence

Date(s) : _____

Medical certificate

YES NO

Reason _____

Parent/Guardian

Class Teacher

Principal

LIBRARY RECORD

S.NO.	DATE	NAME OF BOOK	S/D PARENT	S/D CLASS TEACHER

LIBRARY RECORD

S.NO.	DATE	NAME OF BOOK	S/D PARENT	S/D CLASS TEACHER

LATE REGISTER

DATE :	REMARK:	SIGN:

LATE REGISTER

DATE :REMARK:

SIGN:

DATE	REMARK	SIGN

INFORMATION CORNER

INFORMATION CORNER

INFORMATION CORNER

INFORMATION CORNER

INFORMATION CORNER

INFORMATION CORNER

INFORMATION CORNER

INFORMATION CORNER

ACADEMIC YEAR PLANNER 2023-24
(xls to be added)

HOMEWORK ASSIGNMENTS

DATE:	DAY:
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SUBJECT	TOPIC
DATE:	DAY:
SIGNATURE OF TEACHER:	SIGNATURE OF PARENT:

DATE:	DAY:
SUBJECT	TOPIC
SIGNATURE OF TEACHER:	SIGNATURE OF PARENT:

HOMEWORK ASSIGNMENTS

SUBJECT	TOPIC
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SIGNATURE OF TEACHER:	SIGNATURE OF PARENT:

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SUBJECT	TOPIC
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HOMEWORK ASSIGNMENTS

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HOMEWORK ASSIGNMENTS

SUBJECT	TOPIC
SIGNATURE OF TEACHER:	SIGNATURE OF PARENT:

DATE:	DAY:
SUBJECT	TOPIC
SIGNATURE OF TEACHER:	SIGNATURE OF PARENT:

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

PORTIONS SHEET

ENGLISH	
II LANGUAGE	
MATHS	
SCIENCE	
SOCIAL SCIENCE	
COMPUTER SCIENCE/ III LANGUAGE	

CLASS TIME TABLE

DAYS	1	2		3	4	5		6	7	8	9
MON											
TUE											
WED											
THU											
FRI											
SAT											

CLASS TIME TABLE

DAYS	1	2		3	4	5		6	7	8	9
MON											
TUE											
WED											
THU											
FRI											
SAT											

