



LAKSHYA

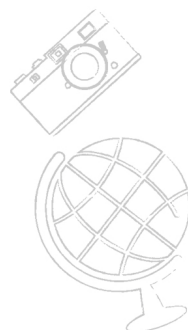
INTERNATIONAL SCHOOL

STUDENT HANDBOOK 2019-20

Name: _____

Class: _____

Section: _____



"Education is not the learning of facts,
but the training of the mind to think !!!"

-Albert Einstein

Student Wellness Programme (Development of body and mind).

Life Skills Programme.

Value education Programme.

DEAR (Drop Everything and Read Programme).

Visual and Performing Arts Dept.

Exploration Room for skill development.

Home Studio for a disciplined life

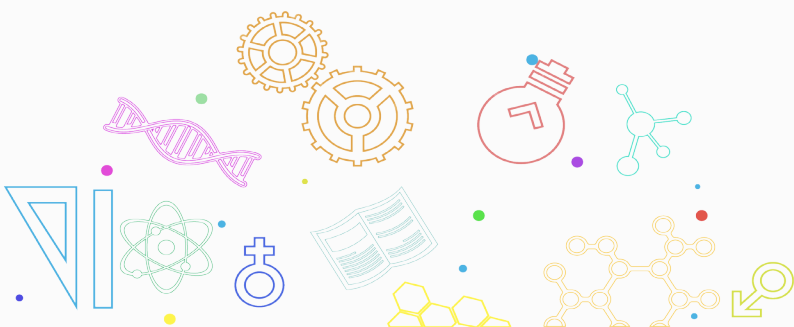
Sports Education Programme

Jungle Gym & Adventure Park

National & Foreign Trips

Interschool and Intraschool events

Edu Japan Cell



PUPIL’S PERSONAL RECORD

Name	Admn.No	Class
Section	Date Month Year Date of Birth	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> Gender
Blood Group	Bus Stop	Bus Route No.

Father's Details

Father's Name	Designation	
Office Address		
Residence Address		
Residence Phone No.	Office Phone No.	E-Mail

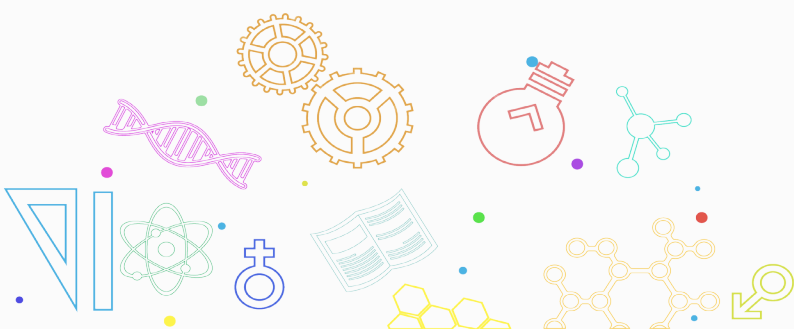
Mother's Details

Mother's Name	Designation	
Office Address		
Residence Address		
Residence Phone No.	Office Phone No.	E-Mail

I have read all the rules and regulations and fee policy of the school as contained in the school handbook and agree to abide by them and all the decisions of the school at all times.

It is compulsory to carry the Handbook to the school everyday

Father’s Signature	Mother’s Signature
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PUPIL’S PERSONAL RECORD

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Blood Group	Bus Stop	Bus Route No.

Father's Details

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Residence Address		
Residence Phone No.	Office Phone No.	E-Mail

Mother's Details

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Residence Address		
Residence Phone No.	Office Phone No.	E-Mail

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Residence Address		
Residence Phone No.	Office Phone No.	E-Mail

Mother's Details

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Residence Address		
Residence Phone No.	Office Phone No.	E-Mail

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Father's Signature	Mother's Signature
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LAKSHYA INTERNATIONAL SCHOOL

UNDURU, KAKINADA | 80961 96664 | www.lakshyaschool.in

FORMAT OF LEAVE APPLICATION

Date : / /

The Principal,

Lakshya International School

Unduru, Kakinada

Madam / Sir

Kindly grant leave to my ward, _____

Of Class _____ Section _____ From _____ to _____

Reason: _____

Thanking you

Yours sincerely

Signature(s) of Parents / Guardian

IMPORTANT NOTE

No Half Day Leave is permitted except in case of emergency. Kindly refrain yourself from requesting for early leave for House functions / events.

KINDLY NOTE

Parents are advised to send leave applications using this format or a photocopy of the same. On Formative Assessment / Summative Assessment days, kindly give the application to the class teacher before the Assessments. Leave on such days will be granted only in case of extreme emergency / sickness. In such case parents may collect their wards immediately after the Assessments. **The child will not be permitted to attend the class and will be marked absent for that day.**

ANTI-BULLYING AGREEMENT FOR STUDENTS & PARENTS

We the students/ parents of Lakshya International School agree to join together to stamp out bullying at our school. We believe that everybody should enjoy our school equally, and feel safe, secure and accepted regardless of colour, race, gender, popularity, athletic ability, intelligence, religion, and nationality. Bullying can be pushing, shoving, hitting, and spitting, as well as name calling, picking on, making fun of, laughing at and excluding someone. Bullying causes pain and stress to victims and is never justified or excusable as 'kids being kids', 'just teasing', or any other rationalization. The victim is never responsible for being a target of bullying.

By signing this pledge, we the STUDENTS agree to:

1. Value student differences and treat others with respect.
2. Not become involved in bullying incidents or be a bully.
3. Be aware of the school's policies and support system with regard to bullying.
4. Report honestly and immediately all incidents of bullying to a faculty member.
5. Be alert in places around the school where there is less adult supervision such as washrooms, corridors and stairs.
6. Support Students who have been or are subjected to bullying.
7. Talk to teachers and parents about concerns and issues regarding bullying.
8. Work with other students and faculty to help the school effectively deal with bullying.
9. Encourage teachers to discuss bullying issues in the classroom.
10. Provide a good role model for younger students and support them if bullying occurs.
11. Participate fully and contribute to assemblies dealing with bullying.

I acknowledge that whether I am being a bully or see someone being bullied, if I don't report or stop the bullying, I am just as guilty.

Student's Name & Signature

Teacher's Signature

By signing this pledge, we the PARENT'S agree to:

1. Keep ourselves and our children informed and aware of school bullying policies.
2. Work in partnership with the school to encourage positive behaviour, valuing differences and promoting sensitivity to others.
3. Discuss regularly with our children their feelings about school work, friendships and relationships.
4. Inform faculty of changes in our children's behaviour or circumstances at home that may change a child's behaviour at school.
5. Alert faculty if any bullying has occurred.

Parent Name

Signature

Date

SCHOOL TERMS AND TIMINGS

The Academic session at LIS is divided into two terms

SUMMER TERM	SUMMER TERM TIMINGS
25th March to 28th September	Classes IK2 to X : 08.15 AM to 03.35 PM

WINTER TERM	WINTER TERM TIMINGS
14th October to 17th March	Classes IK2 to X : 08.15 AM to 03.35 PM
*Subject to change as per weather conditions	

Generally All Saturdays are working except Second and Fourth Saturdays for all the Grades I to X. IK2(L.K.G.)/IK3(U.K.G.) will work from Monday to Friday.

CONTACTS

SCHOOL WEBSITE

www.lakshyaschool.in

FACEBOOK

www.facebook.com/lakshyaschool

HEAD OF SCHOOL

principal@lakshyaschool.in

ADMISSIONS

+91 80961 96664
admissions@lakshyaschool.in

VICE PRINCIPAL

viceprincipal@lakshyaschool.in

OFFICE HOURS

The Office hours are 8.30 AM. to 4.30 PM.

The School office will remain closed on
Second Saturday of every month

GENERAL OFFICE

+91 91336 57007
info@lakshyaschool.in

ADMINISTRATIVE OFFICER

+91 809 697 6667
admin@lakshyaschool.in

COMMUNICATION TIME

Although the office hours are 8.30 AM to 4.30 PM.

Feel free to communicate with us any time
through other modes of communication

SCHOOL ADDRESS

Unduru, Samalkot Mandal, ADB-Samalkota Road
Kakinada – 533 434



What makes Lakshya truly distinctive ?

- 1) Lakshya is an International school from Andhra Pradesh with distinctive International practices.
- 2) International Primary Programme - LKG to V and CBSE - VI to X with teaching methodologies which meet global standards.
- 3) Lakshya is the first EduJapan Cell school from South India
- 4) Celebrates a culture of excellence in academics and all-round development of children.
- 5) In campus adventure camping zone along with rock climbing and swimming facilities.
- 6) Centralized AC campus with 1:20 teacher-student ratio.
- 7) Innovative Programmes for all classes Life skills, Value Education, DEAR (Drop Everything and Read), Student Wellness Programme.
- 8) Smart Classes, E-learning and Integrated Project Based Learning (PBL).
- 9) National and International Exchange Programmes for students.
- 10) A well laid Sports Education Programme (SEP).
- 11) Emphasis on Fine Arts, Performing Arts, a strong Culture of Drama, Debate and Literary activities.
- 12) Upholds Indian culture and values, whilst fostering global citizenship.
- 13) High-quality student leadership opportunities including exposure to leaders, innovators and iconic personalities from all walks of life.
- 14) A safe and secure learning environment with focus on student well-being.
- 15) Talented, experienced and dedicated teachers with linguistic and cultural diversity.



LIS VISION, MISSION, AND CORE VALUES

Vision :-

Lakshya aims to be a leading institution in international education which provides avenues for holistic development and creates globally responsible citizens.



Mission :-

LIS is a culturally rich mosaic which aims to prepare the Lakshyans to be knowledgeable, innovative, empathetic life long learners with inter-cultural understanding.



CORE VALUES

L eadership	is action and example.
A ccountability	for one's own actions.
K nowledgeable	with wit and humour.
S incerity	as the key to success.
H onesty	in thought and action.
Y outhful	in heart and deeds.
A mbitious	to achieve the goals



LIS ACADEMIC PHILOSOPHY

Curriculum

The academic program at the LIS is designed to meet the needs of young children. Childhood is a period of rapid growth as children seek out the stimuli, they need to nourish their developing mental abilities. Young children need a sound base of experiences that will be essential for later learning, a strong sense of self-esteem and excitement & curiosity for learning. It is during this time that children develop higher order thinking skills such as problem solving, critical thinking, creative thinking, societal thinking, reflecting thinking etc. Our curriculum is planned and developed to create such experiences for your child.

Pedagogy

Inquiry, as the leading pedagogical approach in the classroom, is recognized as allowing students to be actively involved in their own learning and to take responsibility for that learning. Inquiry allows each student's understanding of the world to develop in a manner and at a rate that is unique to that student. It is recognized that there is a role for drill and practise in the classroom. Yet it is felt that teaching to the fullest extent possible about topics that are concept based, leads to the most substantial and enduring learning.

Assessment

Teachers at LIS use a variety of assessment tools and techniques to build a detailed understanding of each learner's development. Teachers assess students before, during and at the culmination of units of study, as well as at intervals throughout the year. Assessment data supports teachers in designing learning experiences according to the needs of their students. Specialists in the field of individual needs also track student progress and share their understanding with classroom teachers and parents.

Scholastic and Co-Scholastic Activities

Education at all levels is also viewed today as acquisition of skills rather than bookish knowledge. As such, the curriculum imposes the imperative need

of including in it a variety of activities that impart skills that can form the basis for a career later on. It is with this purpose in mind that activities such as art and craft, photography, music, dance and drama, gymnastics, yoga and mass display of fitness and the learning of computers etc, are included in our curriculum. Children are encouraged to be original, creative, analytical and expressive.

Laboratories and Library

The school is equipped with modern science laboratories and activity labs. The LIS library is an information-rich, technology-dense learning center where students, faculty and staff come for research, quiet study and leisure reading. Its mission is to help students become effective, ethical users of information for academic & life success and for personal enrichment.

Library resources are carefully selected to represent a variety of viewpoints on contemporary and historical issues, enhance and enrich all areas of the academic curriculum, and allow students to explore classroom subjects of personal interest more fully. The collection includes books, journals, newspapers, DVDs, videos and CDs. Online resources include carefully planned access to internet, e-resources & e-texts.

Information & Communication Technology

Technology at LIS exists as a tool to help, enrich and aid in the work we do each day. The use of Technology at school should be efficient, transparent and add significant value in meeting the set goals.

All class rooms are well equipped with networked interactive smart boards. The classrooms are networked and connected to a learning resource centre, which is a treasure house of information in the field of education as far as subject content is concerned. The school has wifi. There is one resource lab for computer learning, computer networked work rooms, networked class rooms with smart boards and LCD labs to facilitate the teaching learning process.



THE LAKSHYAN ATTITUDES

At Lakshya, students should demonstrate:

Appreciation: Appreciating the wonder and beauty of the world and its people.

Commitment: Being committed to their own learning, persevering and showing self-discipline and responsibility.

Confidence: Feeling confident in their ability as learners, having the courage to take risks, applying what they have learned and making appropriate decisions and choices.

Cooperation: Cooperating, collaborating, and leading or following as the situation demands.

Creativity: Being creative and imaginative in their thinking and in their approach to problems and dilemmas.

Curiosity: Being curious about the nature of learning, about the world, its people and cultures.

Empathy: Imagining themselves in another's situation in order to understand his or her reasoning and emotions, so as to be open-minded and reflective about the perspectives of others.

Enthusiasm: Enjoying learning and willingly putting the effort into the process.

Independence: Thinking and acting independently, making their own judgments based on reasoned argument, and being able to defend their judgments.

Integrity: Being honest and demonstrating a considered sense of fairness.

Respect: Respecting themselves, others and the world around them.

Tolerance: Being sensitive about differences and diversity in the world and being responsive to the needs of others.



ASSESSMENT FOR STUDENTS (IK TO V)

Through the present assessment systems, it helps to identify what students know, understand, can do and value at different stages in the teaching and learning process.

Learning is viewed as a continuous journey, where teachers identify students' needs and use assessment data to plan the next stage of their learning.

Teachers use a wide range of assessment strategies to collect information on each of the elements represented in the written curriculum: the understanding of concepts, the acquisition of knowledge, the mastering of skills, the development of positive attitudes and the ability to take responsible action.

PRINCIPLES OF ASSESSMENT PRACTICE

1. Assessment of any kind should ultimately improve learning.
2. Assessment methods should enable progress in all important learning goals to be facilitated and reported
3. Assessment procedures should include explicit processes to ensure that information is valid and is reliable as necessary for its purpose
4. Assessment should promote public understanding of learning goals relevant to students' current and future lives
5. Assessment of learning outcomes should be treated as approximations, subject to unavoidable errors
6. Assessment should be part of a process of teaching that enables students to understand the aims of their learning and how the quality of their achievement will be judged
7. Assessment methods should promote the active engagement of students in their learning and its assessment

8. Assessment should enable and motivate students to show what they can do

9. Assessment should combine information of different kinds, including students' self assessments, to inform decisions about students' learning and achievements

10. Assessment methods should meet standards that reflect a broad consensus on quality at all levels from classroom practice to national policy

ASSESSMENT IN DETAILS

1. Assessment at the school aligns with the requirements of the Programme(s).
 - a. Assessment at the school is integral with planning, teaching and learning.
 - b. Assessment addresses all the essential elements of the programme.
 - c. The school provides evidence of student learning over time across the curriculum.
2. The school communicates its assessment philosophy, policy and procedures to the school community.
3. The school uses a range of strategies and tools to assess student learning.
4. The school provides students with feedback to inform and improve their learning.
5. The school has systems for recording student progress aligned with the assessment philosophy of the programme(s).
6. Students learning and development related to all attributes of the IB learner profile are assessed and reported.
7. The school analyses assessment data to inform teaching and learning.
8. The school ensures that students' knowledge and understanding are assessed prior to new learning.
9. The school provides opportunities for students to participate in, and reflect on, the assessment of their work.
10. The school has systems in place to ensure that all students can demonstrate consolidation of their learning through the completion of the Primary Years Programme through exhibition.

Formative Assessment	Summative Assessment
<ul style="list-style-type: none"> • Feedback to the students that provides advice on how to improve or move forward, and avoids making comparisons with other students. • Students understanding the goals of their work and having a grasp of what is good quality work. • Students being involved in self-assessment so that they take part in identifying what they need to do to improve or move forward. • Students engaged in expressing and communicating their understandings and skills, initiated by teacher's open and person-centred questions. • Dialogue between teacher and students that encourages reflection on their learning. • Teachers using information about ongoing learning to adjust teaching so that all students have opportunity to learn. 	<ul style="list-style-type: none"> • Relates to achievement of broad goals expressed in general terms rather than the goals of particular learning activities. • Result reported at certain times, not as an everyday part of learning. • Uses evidence obtained when students are involved in special tasks or tests as part of, or in addition to, regular work. • 'May be based on teachers' judgements, tests or a combination of these. • Involves judging the achievement of all students against the same criteria or mark scheme. • Requires some measures to assure reliability. • Typically provides limited, if any, opportunities for student self-assessment.

Please note:

- There will be two terms in this academic session.
- Each term will be having a series of Formative Assessments inclusive of two tests for each subject.
- At the end of each term, a Summative Assessment will be scheduled.



ACADEMIC PROGRAMS & COURSES

LAKSHYA OFFERS:

English (with Wordsworth Lab)
Mathematics
Mindspark
Abacus
Logical Reasoning
Science
Social Science
EVS(Only For G I & II)
2nd Language(Hindi / Telugu)
3rd Language(Hindi / Telugu / French)
General Awareness
Life Skills Programme
Value Education Programme
Sports Education Programme
Performing Arts- Music & Dance
Visual Arts
Detailed Assessments(Eng/Math/Science) (A E1 educational Initiative)

PRE PRIMARY OFFERS :

Circle Time
Reading
Language Arts
Math Literacy
Environmental Education
General Awareness
Computer Literacy

INTERNATIONAL ASSESSMENTS

Science Olympiad Foundation (IMO/ IGKO/IEO/ ICO/IPEO/ISO)
Spell bee International
Programme for International School Assessment (Designed and developed by Australian Commission for Educational Research, ACER) Reading, Writing, Mathematical Literacy & Scientific literacy
EduJapan Assessments

NATIONAL ASSESSMENTS

NTSE (National Talent Search Examination by NCERT)
--

Swimming
Games
Music
Dance
Jungle Gym
Story Telling/Recitation
Art and Crafts

A. INTERNATIONAL PRIMARY CURRICULUM

Lakshya conducts the International Primary Curriculum for children aged 5 - 11 years old. It is a comprehensive, thematic, creative curriculum, with a clear process of learning and specific learning goals for every subject. It also develops international mindedness and encourages personal learning.

Why Choose the Lakshya Primary Wing (LPW) Programme?

The LPW Programme is flexible and can be adapted to children's interests and level of understanding. It can be integrated with other curriculum to ensure you're meeting statutory requirements, in a creative

and engaging way. At Lakshya, facilitators as well as students are connected to International community of schools, teachers and learners with access to an online space for information sharing. The International School Award Programme in collaboration with British Council, India greatly helps in making. It helps engage parents with learning, and to understand the relevance of learning in the classroom and at home.

Assessment is done by teachers and children to help engage them with learning, and understand their level of skills and knowledge. It encourages collaboration and reflection not just between teachers and pupils, but amongst teachers within the school and worldwide.

Importantly the Lakshya Primary Curriculum has a strong element of Internationalism built into each unit of work. Through the curriculum at Lakshya we provide opportunities for our children to:

- a. recognise their own culture and have a sense of identity.
- b. be open-minded.
- c. be respectful of other cultures and beliefs
- d. be aware of and celebrate diversity and commonality
- e. have respect for and value other people, their ideas and opinions
- f. be able to communicate (have good interpersonal skills)
- g. be adaptable
- h. be aware of and show an interest in global issues.

B. CBSE

The CBSE envisions a robust, vibrant and holistic school education that will engender excellence in every sphere of human endeavour. The board is committed to provide quality education to promote intellectual, social and cultural vivacity among its learners. The Board is working towards evolving a

learning process and an environment which would empower the learners as future citizens to become global leaders in the emerging knowledge society. The board commits itself to providing a stress-free learning environment who will promote harmony and peace.



A. SCHEME OF ASSESSMENT (CBSE VI TO X)

	Total 100 Marks			
Subjects	80 marks for (Board examination) Students has to secure 33% marks out of 80 marks in each subject.	20 Marks (Internal Assessment) Students has to secure 33% marks out of 80 overall 20 marks in each subject.		
		Periodic Test (10 marks)	NoteBook Submission (5 marks)	Subject Enrichment Activity (5 marks)
Language 1	Board will conduct examination for 80 marks in each subject covering 100% syllabus of the subject. Marks and grades both will be awarded for individual subjects. 9 point grading will be same as followed by the Board.	Periodic Written test, restricted to three in each subject in an Academic year. Average of the best two tests two be taken for final marks submission	This will cover. 1.Regularity. 2.Assignment completion. 3.Neatness & Up keep of note book.	Speaking and listening skills
Language 2				Speaking and listening skills
Science				Practical lab work
Mathematics				Maths lab practical
Social Science				Map work and project work
Additional Subject	Scheme of studies for 6th additional subject is detailed in Annexure – 1 Note : in case students opts a language as 6th additional subject the modalities defined for languages 1 and 2 shall be followed.			

I) PERIODIC TEST (10 MARKS)

The school should conduct three periodic written tests in the entire academic year and the average of the best two will be taken. The schools have the autonomy to make its own schedule. However, for the purpose of gradient learning, three tests may be held as one being the mid-term test and other the two being pre mid and post mid-term with portion of syllabus cumulatively covered. The gradually increasing portion of contents would prepare students acquire confidence for appearing in the Board examination with 100% syllabus. The school will take the average of the best two tests for final marks submission.

II) NOTEBOOK SUBMISSION (5 MARKS)

Notebook submission as a part of internal assessment is aimed at enhancing seriousness of students towards preparing notes for the topics being taught in the classroom as well as assignments. This also addresses the critical aspect of regularity, punctuality, neatness and notebook upkeep.

III) SUBJECT ENRICHMENT ACTIVITIES (5 MARKS)

These are subject specific application activities aimed at enrichment of the understanding and skill development. These activities are to be recorded internally by respective subject teachers.

For Languages: Activities conducted for subject enrichment in languages should aim at equipping the learner to develop effective speaking and listening skills.

For Mathematics: The listed laboratory activities and projects as given in the prescribed publication of CBSE/NCERT may be followed.

For Science: The listed practical works / activities may be carried out as prescribed by the CBSE in the curriculum.

For Social Science: Map and project work may be undertaken as prescribed by the CBSE in the curriculum.

2. Co- Scholastic Activities: Schools should promote co-curricular activities for the holistic development of the student. These activities will be graded on a 5-point grading scale (A to E) and will have no descriptive indicators. No up scaling of grades will be done.

Activity	To be graded on a 5-point scale (A-E) in school	Areas and Objectives (as prescribed in the Scheme of Studies for Subjects of Internal Assessment)
Work Education or Pre-Vocational Education	By the concerned Teacher	Work education is a distinct curricular area for students for participation in social, economic and welfare activities. Student gets a sense of community service and develops self-reliance, (for Pre-Vocational Education as per Scheme of Studies)
Art Education	By the VA/PA or the concerned teacher	Art Education constitutes an important area of Curricular activity for development of wholesome personality of the students. Students will select one or more forms of creative arts.
Health & Physical Education (Sports / Martial Arts / Yoga / NCC etc.)	By the PE Teacher	Health & Physical Activity preferably sports must be given a regular period. Students should be provided opportunities to get professionally trained in the area of their interest. Indigenous sports, yoga and NCC must be encouraged in the schools creating a sense of physical fitness, discipline, sportsmanship, patriotism, self-sacrifice and health care.

3. Discipline (Attendance, Sincerity, Behaviour, Values)

Discipline significantly impacts career shaping and it helps build character Sincerity, good behavior and values develop strength and foster unity and co-operation. Therefore, the element of discipline has been introduced. Class teacher will be responsible for grading the students on a Five-point scale (A to E).

The internal assessment comprising 20 marks (10+5+5) entails objectivity and a structured approach. For a holistic assessment, the teachers are expected to make it an effective tool.

B. DOCUMENTATION:

Records pertaining to the internal assessment of the students done by the schools will be maintained for a period of three months from the date of declaration of result for verification at the discretion of the Board. Subjudiced cases, if any or those involving RTI/ Grievances may however be retained beyond three months.

C. ASSESSMENT SCHEME FOR CLASS-VI TO IX IN THE CBSE AFFILIATED SCHOOLS:

We at Lakshya, for the purpose of uniformity in classes VI to IX will, replicate the same assessment model as described above for Class-X for Academic Year 2019-20.

INNOVATIVE PROGRAMS @ LIS

Sports Education Program (SEP)

Sports program at LIS emphasis of the development of knowledge ,attitudes and skills related to a range of physical and health related activities.

Through school sports program students will:

- Learn about body control and spatial awareness
- Master new skills and techniques in a variety of physical activities
- Manipulate sports equipment or apparatus
- Recognise the importance of fair play
- Understand how strategies can assist when participating in physical activities
- Use co-operative behaviours in order to function as part of a group or team
- Use proper safety precautions when engaging in physical activities

Life Skills Program (LSP)

Life skills Program at LIS is a group-based program that runs through the year. This unique program focuses on learning effective problem-solving and relationship building skills. Some of the skills students learn include:

1. Self awareness - Effective communication, 2. Coping with anger - Stress management, 3. Problem solving - Critical thinking, 4. Creative thinking - Decision making, 5. Building better relationships - Goal setting & time management

Community Service Program

Community Service has been an integral part of the school since its inception and has been one of the foundation principles of the school. The community service initiatives in the school involves doing awareness campaigns, visits to old age homes, orphanages, deaf & mute centres, eco-sanitation drives. Students and faculty at LIS embrace community service with enthusiasm and joy.

Visual & Performing Arts Design

The arts design at LIS is identified as visual art, sculpture, dance, drama , music and theatre, which are significant disciplines in their own right.

We aim to empower students to enrich their social and working lives through a deeper understanding of value of the arts in modern society. Through artistic expression we enhance their powers of imagination, creativity and their ability to be successful in the wider world of learning.

Student Wellness Program (SWP)

Student Wellness & Health Promotion cultivates a healthy and safe community that inspires students to succeed as leaders, role models, advocates and good citizens. The programme is conducted with Meditation sessions with affirmations, Ted talks, Short value based videos with Q & A sessions.

DEAR Program

A weekly DEAR program (Drop Everything And Read) provides students with much more than a just-sit-there-and –read experience. It gives the teacher a structured time to touch base with each student over a period of time, assess progress and target instruction.

Personality Development Workshops

Students at LIS are exposed to various types of Personality Development Workshop that will help that to understand yourself better and shape your thinking and your perception of yourself and others.



CLUBS DESIGN AT LIS

Effective learning does not always take place exclusively in the classroom. As a school we wish to broaden learning horizons so that students can connect the outside world to their work in school. Each club in school tries to provide these enrichment activities. This may involve field work in art and sculpture, dance and drama, music and singing, theatre, yoga, animation and robotics, photography and photo shop, design and technology, community and humane society, climate control and eco club etc. Or simply a visit for fun whilst developing social skills and making new friends.

Our showcase events each year includes annual cultural fiesta, beyond academics exhibition and grand sports event.

CLUBS PORTFOLIO OPTIONS

1. FUTURE SCIENTIST CLUB

The club will promote scientific interest & activities on campus.

2. VISUAL ARTS CLUB

The club will encourage students to draw and create their imagination, experiences and knowledge of materials and processes as starting points for creative exploration.

3. SCRIPTWRITING & THEATRE CLUB

The club will put up dance and theatrical performance based on social environmental, health & wellness issues. The club will also encourage writing of creative scripts.

4. MUSIC CLUB

The clubs will promote Indian and Western music and plan performances for the same.

5. ECO SUSTAINABILITY CLUB

The clubs will focus on management of waste (water/paper/electricity etc) using the principle of 3 Rs. Make LIS a 'green' school by promoting awareness and behaviour modification.

6. THE DIGITAL EDITING & PHOTOGRAPHY CLUB

The club will promote photography and learning of designing concepts through tools of technology, photo shop, animation etc. That can be used as a self learning module and for others.

7. CUISINE CLUB

The club students and teachers promote healthy eating habits. The students will have sessions on interesting elements like cooking without fire, salad making, international cuisines etc.

8. LIFE SKILLS & LEADERSHIP CLUB

Here the students know about - How to become a good leader, how to lead from the front and also from the back.



SCHOOL DISCIPLINE

Discipline is the law of nature. Without it, nothing works. Instruction of discipline among children is the most significant aspect of education not confined to school alone. Parents too must co-operate with the school in observing these norms.

1. Irregular attendance, unjustified or unexplained absence from school, habitual late coming, leaving the school premises without permission, disobedience and any type of unruly and objectionable behaviour are considered to be grave acts if indiscipline on the part of a student which can lead to his/ her rustication from the school.

2. Students on their way to and from the School are expected to deport themselves in a responsible manner. Being on the road in any mode of transport entails caution, care and attention to safety rules.

3. Students are expected to reach home late after the school due to personal reasons must inform their parents/ guardians in advance

4. Students are expected to take proper care of the School property. It is there for their convenience.

5. Students should not break any item of furniture and fixtures within the School. Any damage done will be made good by the one who causes it.

6. Students should not write, scratch or engrave graffiti on desks, chairs and other surfaces. They should not damage or remove things belonging to other students.

7. Damage done even by accident must be reported at once to the Principal. Anyone who notices something damaged must report the matter to any of the personnel mentioned above.

8. If the student causing damage to the School property is identified, he/she will be charged along with a fine.

9. In the event of collective damage to school property in a classroom, the entire class occupying that classroom will be charged the cost of the damages.

10. The School is not to be held responsible for the loss of personal belongings. It is not advisable for students to bring valuables to school.

11. Running and shouting in the school premises is not allowed. While using staircases and corridors, all must keep to the left. Loitering in the lobby and the office areas is strictly forbidden even during the recess.

12. Students are strictly forbidden from purchasing eatables from unauthorized vendors/hawkers. **STUDENT SHOULD NOT BUY ANY EATABLES FROM OUTSIDE WHILE TRAVELLING IN THE SCHOOL BUS. IT IS STRICTLY PROHIBITED.**

13. No money collection is allowed in the school without prior permission of the Principal.

14. At the end of each terminal examination, all students are issued their Report Cards which are to be

signed by their parents/guardians and then returned to the school within three days of the receipt of the card.

15. Bus Monitors and Teacher Escorts are responsible for orderly behaviour in the bus. Any unruly and in disciplined behaviour while travelling in the bus will result in expulsion from the bus facility.

16. It is compulsory for all students to attend the assembly.

17. All our students should observe high standards in their general get up, department and conduct.

18. Use of foul and unparliamentary language is not acceptable.

19. In order to acquire competency in spoken English, all students must converse in English while they are in school, at home and while travelling in the School bus.

20. Using unfair means in a test or examination or assessment is a grave offence. A student who is found using unfair means will be awarded zero in the subject and will be issued strict warning. Repetition of the same offence will result in his/her rustication from the school.

21. Students are not permitted to carry cellular phones, i-pods, CD's, DVD's, e-games, pen drives etc. They are not allowed to use school phones without permission. They cannot be called to the School office to attend to phone calls during school hours.

22. Students are not permitted to carry and use whitener/correction fluid/thinner to school.

23. A Student indulging in any act of indiscipline could be given severe punishment, as severe as suspension/rustication from the school.

SCHOOL LIBRARY RULES

1. Each member / student will be provided a non transferable borrower's ticket at the beginning of the session which is to be produced before the librarian to get books issued from the library.

2. The readers shall not sub-lend the books issued by the library.

3. Borrowers must satisfy themselves about the physical condition of the books before borrowing or else they shall be held responsible for any damage or mutilation noticed at the time of returning

4. If the book is lost, the reader has to pay the cost of the book or replace the book

5. The students must return the book on the given due date.

6. Late fine will be charged Rs..10 per day per volume after the due date.

CODE OF CONDUCT

Life at LIS

Students at LIS have distinctive opportunities to be a part of a multicultural community of young people. At LIS we have :

We learn to accept and celebrate our differences, while at the same time we recognize the need for good behaviour so everyone in the community may feel safe, loved and respected.

Hence our code of student expectations is based on the principles of:

- Responsible self-discipline and trust.
- Development of social sensitivity and responsibility.
- Maintenance of a safe and healthy community.
- That the main focus of any discipline measure is of remediation and prevention and focuses on the student's overall development.
- The School, its teachers, personal counselor and the parents partner in ensuring the disciplined growth and development of the child.
- Inculcating of value education to foster the students to develop good moral and responsible social behaviour.

We expect Lakshyans to :

- Wear the prescribed school uniform any modification to the uniform is not allowed.
- Attend all school activities punctually.
- Be environment friendly.
- Always be ready to help those in need.
- Be respectful and courteous to everyone.
- Be steadfast in all that they do.
- Take pride in their work.
- Think & be responsible in all their actions.
- Work as a team to bring glory to the school.

Code of Conduct for Student Scholars

All School rules apply to all students from the time they leave home for school until they return home at the end of the school day, or while taking part in any activity organized by, or related to the school. This implies that school rules apply to students even when they are travelling in school transport. No student will be permitted to go out of school during school hours. It must be noted that matters relating to student's discipline reflects in the grades awarded.

Disciplinary issues include the following :

- Absenteeism and late arrival.
- Not following the academic expectations regarding homework, leave assignments, playing truant, and other related issues.
- Improper Dress Code.
- Language : Use of obscene, offensive and demeaning language.
- Being in out of bounds areas.
- Littering in any manner is strictly prohibited.
- Insolence/Disrespect/defiance of authority.
- Not following the transport, IT, Laptop, Mobile and Electronic Gadgets policies.
- Any form of offensive Cyber activity.
- Inappropriate display of affection.
- Credit purchases.
- Bullying.
- Vandalism : Deliberate attempts to disfigure or damage school property.
- Use of chemical substances/ drugs, alcohol, tobacco or intoxicants in any form within and outside the school premises.

DRESS CODE

1. All students are expected to respect the dress code / school uniform. All are expected to be dressed smartly and neatly. Students without proper / clean uniform will be sent home or back to the division to change.
2. If the clothes do not conform to the specification, parents will be asked to have it remade to specifications as given to the approved outfitters.
3. During break or at other times, students are not to play games / football in their classroom.
4. During games time or prescribed games, specific uniform is to be used(as informed).
5. The use of hair gels, dyes or such material is strictly prohibited. Hair is to be kept trim and combed.
6. Students are not permitted to wear ostentatious or expensive jewellery, watches, wristbands or similar accessories.
7. Hairstyle must be neat and simple. Punkish and fanciful hairstyles and colouring of hair is not allowed.
8. Students are required to be neat and clean in their general appearance.
9. The use of cosmetic is not allowed. This includes hair gel, mousse, foundation, eye liner, lip gloss, kajal or any other cosmetic product.
10. Jewellery (including ear sticks) is not permitted, except for small, plain ear studs(silver or gold in colour) for girls. There should only be one ear stud for each lobe.
11. Fingernails must be kept short and clean Nail paints are strictly not allowed.
12. No tattoos or mehndi is allowed.
13. Religious articles can be worn only with the written permission of the Class Room Teacher / Principal.
14. All students are to wear School shoes. No pointed shoes are allowed. The socks must be properly worn to extent above the ankle. No brand names or labels should be displayed. The wearing of slippers or sandals will be permitted only on medical grounds.



PARENTAL RESPONSIBILITIES

Parents must realize that school is a virtual second home for children. They need all the considerations in their favour by way of safety and security, love and co-curricular work. It is from this point of view that we expect parents and guardians to follow the norms given below.

1. Parents are expected to go through the school calendar carefully and make a note of important dates & events, especially Parent-Teacher Meetings, Activities and Assessments. We expect the parents to come regularly & meet the concerned teachers to discuss not only academic progress but also other areas of personality development like attitudes, aptitudes, and confidence building.
2. Parents may please see that their child adheres to the school uniform strictly.
3. Carrying cell phones, unruly hair and fancy hair clips are not allowed. Skirt hemlines should be knee-length. Oversize, undersize and shabby uniform is not allowed. Low waist trousers are also not allowed.
4. Parents/Guardians are not permitted to enter classrooms to meet their children or to seek unscheduled interviews with teachers during school hours.
5. In case of emergency, parents/guardians must meet the principal and adopt a course of action in consultation with them.
6. NO STRANGERS ARE ALLOWED TO MEET CHILDREN.
7. Polybags are not allowed in the school.
8. By allowing children to use motorized modes of transportation such as scooters and motor cycles, parents jeopardize their safety besides the illegality involved in permitting an underage child to use these means. Travelling by motorized vehicles to schools is totally BANNED.
9. The auto rickshaws with improvised seating for many young children are also an illegal and dangerous mode of transportation and are totally BANNED by the school under instructions from the District Administration. The School does not allow students to bring any motorized vehicle to School.
10. Once the child has come to School, parents and guardians are not permitted to take him/her back home during the school hours unless there is a major emergency. In such cases, the permission of the Principal is MANDATORY.
11. Parents and guardians must know that NO SCHOOL TEACHER IS ALLOWED TO GIVE PRIVATE TUITION. As such, they should not compel the teachers of this school to accept private tuition work for their wards.
12. Parents and guardians must immediately inform the School in case there is a change in their address and/ or telephone number.
13. The School organizes excursions/ trips/adventure camps in and around city and also outstation. Parents are requested to ensure that their children participate in all of them as it is another aspect of learning.
14. Any communication that parents wish to make with the School (Other than regular communication) must be addressed to the Principal ONLY and not to the class teacher.
15. Parents are expected to send only Cadburys/ Fivestar @ Rs.10 (Maximum) for his / her class mate to the School in case of their ward's birthday. Students are welcomed to donate books to the library or Plant sapplings in the school campus. CHILDREN ARE EXPECTED TO COME TO SCHOOL IN DECENT CLOTHES ON THEIR BIRTHDAYS.
16. Last but not the least, we expect parents and guardians to be cordial and polite with the staff of the School even in the most undesirable situations.
17. No student will be allowed to leave the school early on the plea of attending private coaching classes.
18. The parent has to ensure that his/her ward comes on time to the school campus by 8:20 a.m.
19. The parents are to send a letter to the Principal for absenteeism for extra sports if the ward wants to go home early if enrolled in extra sports.

ABSENTEEISM AND LATE ARRIVAL POLICY & PRACTICES

1. All students are expected to be punctual for classes and all other activities.
2. If the students arrive to school after 8:30 a.m. the student will be sent back home.
3. No student may absent from the school or from any class except in case of illness.
4. Prior permission is to be sought for absence for any other valid reason apart from illness.
5. Upon return the student must report in with the 'absences and late arrival page' in the handbook duly recording the reason signed by parents/guardian. In case of illness for more than 3 days a 'Medical Certificate' has to be submitted. Leave absence written on loose sheet will not be accepted. Parents are expected to accompany their child if the absence has been long.
6. If attendance is irregular or falls short of the 85% the student will not be permitted to sit for the School Term Examination.
7. Parents have to ensure that their children arrive and leave school punctually. Latecomers to school without a valid reason will face disciplinary action. Those who arrive late will have their names recorded and strict action will be taken against habitual latecomers.
8. Anyone absent from the school for one month or more in succession without intimations or prior permission from the School Authorities will be considered to have left the school.
9. Attendance is compulsory on the first and the last day of the academic year and the day before the school breaks for any vacation.
10. Students are expected to be actively present and participate in all the events organized by the school.



**"RESIST TEMPTATIONS, CONTROL IMPULSES, BOOST MENTAL TOUGHNESS AND WILL POWER,
AND CREATE A LIFE OF SUCCESS & ABUNDANCE."**

LEAVE RULES FOR STUDENTS

1. Children are expected to attend the school regularly. Under affiliation By-Laws of the affiliating boards, all students are expected to log in a minimum attendance of 85% of the total working days in the academic session. As such, no leave of absence is granted unless parents/ guardians submit an application well in advance or on joining station the reason for absence

2. In the case of sickness for any period of time , a medical Certificate must be enclosed with the leave application

3. If the unauthorized absence exceeds a period of 15 days , the name of the absent student is struck off from the rolls of the school. A re-admission fee of Rs. 5000 shall be charged in case the re-admission is granted.

4. Students suffering from infectious diseases such as chicken pox, Cholera, Measles, Mumps, whooping Cough, Swine Flu and jaundice must observe the prescribed period of quarantine, and on returning to school, should produce a doctors certificate permitting him/her to do so.

NORMS RELATING TO EXPULSION/ WITHDRAWAL

Expulsion / Withdrawal of a student from the school is necessitated under certain circumstances either in the student's family or in the School itself. The norms followed in the respect are given below.

Parents must read these norms carefully and comply with them:

1. If a student needs to be withdrawn from the school, the parents / guardians of that student must submit a notice in writing one month in advance, failing which the school charges for a month in lieu of the notice period.

2. A student can also be expelled by the school on academic or disciplinary grounds including submission of false information to the school at the time of admission or during the year. The Head of the School's decision in such matters is final.

3. Misbehavior on the part of parents / guardians with any member of the school staff may also lead to expulsion of the student from the school.

4. Transfer Certificate(TC) on withdrawal is issued only after all the school dues are cleared by the parent/ guardian.



RULES GOVERNING FEE COLLECTION

School fee is on term basis i.e., 4 months fee at a time as per details given.

TERM	LAST DATE OF PAYMENT
Month	By Cheque / DD
March	25th March 2019 (Ist Term)
Dec	15th December 2019 (IInd Term)

CHEQUE / DD FOR SCHOOL FEE WILL BE ACCEPTED AT SCHOOL OFFICE AND HEAD OFFICE ON ALL WORKING DAYS TILL 5.00 P.M AND ON SATURDAYS TILL 2.00 P.M

Payment of fee:

1. All school dues must be paid at school accounts office or head office in a crossed Local Cheque / Demand Draft in favour of Lakshya International School. The cheque / Demand Draft must contain student's name, class, Section and residence contact phone number at the back.
2. Fee should be paid by the 'last date of payment' as indicated above.
3. If 'the last date of payment' is a holiday then day before such holiday is considered to be "the last date of payment".
4. Fine for late payment of fee: if fee is not paid by the "last date of payment" a fine of 1% for the first month and then 2% for the second month will be charged from the "Last date of payment" and till the day of payment fee.
5. Issuing of fee reminders is not mandatory for the school. It is the duty of parents to deposit the fee as per the above schedule.
6. All communications regarding fee are normally routed through software and the students. Parents are requested to make their wards aware in this regard.
7. All the dues are to be cleared on term basis
8. All correspondence / queries with respect to the school dues should be taken up directly with the School Accounts Department.
9. To facilitate the parents the school will accept post dated cheques for term fee in school A/c deptt. Acceptance of such cheques will be subject to last date of payment by cheque. No request will be accepted to hold the cheques after the date mentioned on the cheque.

IMPORTANT NOTE REGARDING SCHOOL FEE

10. Cheque returned by the bank on which it is drawn, for any reason whatsoever shall be treated as non payment of dues and an additional amount of Rs.450/- shall be charged towards expenses along with the late fine & additional penalty as the case may be till final clearance of the fee.

11. No fee shall be treated as the current term fee or advance fee until and unless all previous fee dues are cleared in full.

12. Discontinuation of bus facility is not permissible in the middle of an academic session. Request for discontinuation for the next session must be submitted to the school Accounts Office by the 15th March, in case of transfer / change of address, after submitting an application to the Accounts office 15 days in advance

13. Fee shall be payable for the whole term if the student attends the school even for one day during the term.

TRANSPORT RULES

1. The school makes transport arrangements for the children by hiring buses on an annual contract explicitly on request from parents.
2. Unauthorized in the hired buses is viewed as a serious offence and can lead to a fine of Rs. 500/-.
3. Parents are expected to co-operate with the school by ensuring that their embarking points well on time, carry their user Identity with them all the time and behave in a disciplined way in the interest of their own safety as well as the other users.
4. International vandalism such as breaking window-panes, tearing and cutting of seat covers, defacing the interior of the bus and any other related offence will result in heavy damage penalty and expulsion from the facility.
5. Students must ensure that they do not get into unacceptability behaviour in the school bus. Bullying, use of abusive language and misbehavior during travelling will lead to expulsion from the facility.
6. Parents are requested to study the specified routes and those which suit them the best. Please remember that it is not possible to cater to individual requirements at the cost of time and distance.
7. In case you have genuine grievance, please submit it in writing to the Teacher escorting the bus or to the Transport Incharge.
8. The use of bus facility cannot be discontinued in the middle of the session.

TEACHER'S PROFILE

Lakshya International School Staff Members are :

Professional : Dedicated, Compassionate and responsible professionals committed to cultivate the full potential of every student.

Principled : Confident leaders with initiatives and disciplined role models with integrity.

Competent : Talented, well-prepared and creative facilitators who enjoy developing innovative and stimulating learning opportunities.

Considerate : Patient evaluators offering supportive, constructive and sensitive guidance.

Open-minded : Approachable and receptive listeners, eager and willing to learn from others.

Communicative : Effective, knowledgeable and thoughtful communicators with a positive perspective.

Active : Enthusiastic, cooperative, productive, and valuable members of a proud and optimistic school community.

TEACHER'S PLEDGE

We, the teachers of Lakshya International School Pledge that :

- We will be true to our mission to bring out the best in our pupils.
- We will be exemplary in discharge of our duties and responsibilities.
- We will guide our pupils to be good and useful global citizens.
- We will continue to learn and pass on the love of learning to our pupils.
- We will win the trust, support and cooperation of parents and the community so as to enable us to achieve our mission.

PARENT TEACHER FORUM (PTF)

The Parent-Teacher Forum is set up on the guidelines provided by the Central Board of Secondary Education. The General Body of the Forum is constituted of the parents whose children are studying in the school. The Executive Committee of the Forum is a nominated body represented by Parents and Teachers of the school. Principal is the ex-officio President of the Forum. The PTF plays a pivotal role in making decisions from time

to time regarding the welfare of the school. It facilitates closer association between parents and teachers in their effort to make the school an ideal place for all round education of children. It also offers parents a platform to express their views freely and frankly, there by involving them in a process of mutual participation aimed at the welfare of the children studying in the school.



PRAYER FOR COURAGE

God, give me courage to do what is right,
Courage to speak, courage to stand
For Honesty, Goodness, Justice and Truth;
Courage to choose the good in my youth,
Courage to own when I'm in the wrong,
Courage to face the day with a song.
Courage to guard my thoughts and my tongue,
Courage to choose, the right when I am wrong.

LET MY COUNTRY AWAKE

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 the 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.

PRAYER SONG (He Sharde Maa)

He Sharde Maa,
He Sharde Maa,
Agyanta se hame taarde Ma
Tu swarki Devi ye sangeet tujhse, har shabd tera hai
har geet tujhse
Ham hai akele, hum hai adhure, teri sharan hum
hame pyar de Ma
Muniyon ne samjhi, guniyon ne jaani, Vedonki
bhasha, Purano ki bani,
Ham bhi to samjhe, hum bhi to jaane, vidhya ka
hamko adhikaar de Ma
Tu shwat varni kamal pe viraje, hathon me veena,
mukut serpe saje
Manse hamare mitake andhere, humko ujalon ka
sansaar de Ma
He Sharde Maa, He Sharde Maa.

PRAYER BEFORE MEALS

Bless us, O God
As we sit together,
Bless the food we eat today,
Bless the hands that made the food,
Bless us O God



NATIONAL ANTHEM

Jana gana mana adhinayaka , jaya hey
Bharat bhagya vidhata,
Punjaba Sindhu Gujarata Maratha,
Dravida utkal banga,
Vindhya HimachalaYamuna Ganga
Ucchala jaladhi taranga
Tava shubha name jage
Tava shubha aashisha maage
Gaa he tava jaya gatha
Jana gana mangala dayaka jaya hey
Bharat bhagya vidhata
Jaya hey, jaya hey, jaya hey,
Jaya, jaya, jaya, jaya hey !

MEANING OF THE NATIONAL ANTHEM

Thou art the ruler of the minds of all people.
Thou Dispenser of India's destiny.
Thy name rouses the hearts of the Punjab, Sind,
Gujarat and Maratha.
Of Dravid, Orissa and Bengal.
It echoes in the hills of the 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 savings of all people waits in Thy hand.
Thou Dispenser of India's destiny.
Victory, Victory, Victory to Thee.

NATIONAL SONG

Vande Mataram Vande Mataram
Sujalam Suphalam Malayaja Shitalam
Sasya Shyamalam Mataram
Shubhrajyotsna pulakitayaminim
Pullakusumita drumadala shobhinim
Suhasinim Sumadhura Bhashinim
Sukadam Varadam Mataram // Vande Mataram /
Meaning of Vande Mataram by Sri Aurobindo

OUR PLEDGE

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



HOUSE SYSTEM

The traditional system of grouping children into different 'Houses' has the inherent advantage of fostering loyalty, team spirit and healthy competition. The school has four Houses to which children are attached when they reach class I. These are

(I) Andes (Red House)

(ii) Rockies (Green House)

(iii) Himalayas (Blue House)

(iv) Alps (Yellow House)

Inter house, inter class and inter section competitions are organized in sports, cultural programmes, creative work and academics. Emphasis is laid on the development of values through co-curricular activities. Cultural activities are streamlined in order to nurture in children, the sense of pride for the motherland and its rich heritage and the sense of being a part of the biggest democratic and secular nation in the world.



The list of names of different Departments / Areas of the school

Bio Lab	The Darwin lab
Chemistry Lab	The Louis Pasteur Lab
Physics Lab	The Edison Lab
Maths Lab	Aryabhata lab
English Lab	Charles Dickens Lab
Kindergarten Corridor	The Montessori Kingdom
Activity Room	Exploration Room
Home Studio / Research Room	Home Studio / Edu Japan / Model UN
Swimming pool area	Michael Phelps Lounge
Stage	The Chaplin Lounge
Library	Tagore Avenue
Central Ground	P.T. Usha pathway
Computer lab	Chips and Bytes
Reception Steps	Steps of Wisdom
Sports Room	Sports Education Programme (SEP)
Canteen	Cafeteria
Music room	Cavatina (A short and simple melody performed by a soloist that is part of a larger piece.)
Dance Room	Glissade (Meaning :- Slide or Glide)
Art Studio	Expressions



CO - SCHOLASTIC ACTIVITIES

CLASS I

CREATIVE & CULTURAL	SPORTS
Continuation of Fine Motor Activities	Athletics
Flower Making	Chess
Puppet making	Cricket
Mask Making	Fun Races
Pot Painting	Swimming
Craft from Waste Material	Yoga
Music	karate
Dance	Billiards
Choreography	Foot Ball
Sculpture	Air Hockey
Theatre	Skating
Technology	Lawn Tennis
Exploration Room	

CO - SCHOLASTIC ACTIVITIES

CLASSES II TO X

LITERARY	SPORTS	CREATIVE & CULTURAL
Hindi / English Recitation	Athletics (track and field)	On the spot Art (poster Making)
Spell O Quiz	Carrom	Card & Book Mark Making
What's the Good Word	Chess	Puppet / flower Making
English/ Hindi Story Telling	Cricket	Board Display
Just a Minute	Play area	Power point Presentation
Awareness Quiz	Volley Ball / throw Ball	Role play
English Extempore	Basket Ball	Patriotic Song
Case studies	Skating	Animation
Shloka Recitation	Swimming	Group Dance
Show and Tell	Table Tennis	Situational Dramatisation
Calligraphy	Foot ball	Group Song
Spell Bee	Karate	Choreography
Group Discussion	Billiards	Dumb charade
Weave a Story	Foot Ball	Theatre
Hindi /English Debate	Air Hockey	
Hindi / English Elocution	Lawn Tennis	

PREFECTORIAL SYSTEM

SELECTION PROCESS

Distribution of self assessment proforma to aspiring candidates of the house /class by House Master

On return of the proforma the House Master & Class Teacher evaluate & give recommendations.

Interviews by sub-committee formed by Principal (grading on a scale of 10)

Campaigning by candidate students to vote by secret ballot

Decision for short-listed candidates by a committee along with Heads & Principal

Interviews & approval of finalists with the Principal

INVESTITURE CEREMONY

FORMAL OATH-TAKING PROCEDURE (SCHOOL APPOINTMENTS)

Category
President - Boy
President - Girl
Head Boy
Head Girl
Community Service Captain
Sports Captain - Boy
Sports Captain - Girl
ICT Captain
Editor
CCA
Deputy Head Boy
Deputy Head Girl
Deputy Community Service Captain

Category
Deputy Sports Captain - Boy
Deputy Sports Captain - Girl
Deputy ICT Captain
Deputy Editor
Deputy CCA
House Captain - Alps
House Captain - Andes
House Captain - Rockies
House Captain - Himalayas
Deputy House Captain - Alps
Deputy House Captain - Andes
Deputy House Captain - Rockies
Deputy House Captain - Himalayas

OATH LITTLE EYES UPON ME

There are little eyes upon me - and they're watching night and day.

There are little ears that quickly - take in every word I say.

There are little hands all eager - to do anything I do;

And a little boy who's dreaming - of the day he'll be like me

I'm the little fellow idol, - I'm the wisest of the wise.

In his little mind about me - no suspicions ever rise.

He believes in me devoutly, - holds all that I say and do;

He will say and do my way, - when he's grown up like me.

There's a wide-eyed little fellow - who believes I am always right;

And his eyes are always open, - and he watches day and night.

Today, I stand before you and pledge to be - the person you want me to be.

ROLE OF APPRECIATION

To ensure continual improvement, Honours are conferred to students for the following:

SCHOLASTIC HONOURS

Class VI to X

A CUMULATIVE AGGREGATE OF 90% (OR ABOVE) in Half Yearly

And Final Examinations

(Three highest scores of a class are eligible)

Other Scholastic Honours

Recognition will be given to students who have 95% or above attendance in one academic session.

Scholar for consecutive 2 years. (90% or above in aggregate for 2 years Consecutive)
(Green Blazer will be awarded)

Scholar for consecutive 3 years. (90% or above for 4 Consecutive years)
(Ash Blazer will be awarded)

CO-SCHOLASTIC HONOURS (FROM GRADE I TO X)

- Spoken English
- Helpful child
- Sports Person
- Club Portfolio
- Vigilant Child of the Year
- The Artist of the Class
- Most Responsible
- Musically Inclined Child
- Involvement in sculpture
- Involvement in Indian dance
- Involvement in dance
- Maths Wizard
- Most Disciplined



HOUSE ON DUTY

PERIOD	HOUSE
April 1 - April 13	Alps
April 15 - April 25	Andes
June 11 - June 29	Himalayas
July 1 - July 12	Rockies
July 15 - July 31	Alps
August 1 - August 14	Andes
August 16 - August 31	Himalayas
September 3 - September 14	Rockies
September 16 - October 1	Alps
October 14 - October 31	Andes
November 1 - November 15	Himalayas
November 18 - November 30	Rockies
December 2 - December 13	Alps
December 16 - December 31	Andes
January 1 - January 31	Himalayas
February 1 - February 15	Rockies
February 17 - February 29	Alps
March 2 - March 19	Andes

ASSESSMENT SCHEDULE FOR 2019-20

UNIT TEST- I

DATE	I	II	III	IV	V
24/6/2019	Eng	Evs	II-Language	Eng	Science
25/6/2019	Maths	English	Social	III Lang	English
26/6/2019	II-Lang	Maths	English	Maths	Social
27/6/2019	EVS	II-Lang	Science	II Lang	Maths
28/6/2019	ICT	ICT	ICT	ICT	ICT
29/6/2019			III-language	Social	III Lang
1/7/2019			Maths	Science	II Lang

UNIT TEST- II

DATE	I	II	III	IV	V
1/8/2019	Eng	EVS	II Lang	Eng	Science
2/8/2019	Maths	English	Social	III Lang	English
3/8/2019	II Lang	Maths	English	Maths	Social
5/8/2019	EVS	II Lang	Science	II Lang	Maths
6/8/2019	ICT	ICT	ICT	ICT	ICT
7/8/2019			III Lang	Social	III Lang
8/8/2019			Maths	Science	II Lang

MID TERM

DATE	I	II	III	IV	V
9/9/2019	ICT	ICT	ICT	ICT	ICT
11/9/2019	English	EVS	English	III Lang	Social
13/9/2019	Maths	English	Social	Maths	II Lang
16/9/2019	II-Language	Maths	III Lang	II Lang	Science
18/9/2019	EVS	II Lang	Maths	Social	English
20/9/2019			II-Language	Science	III Lang
21/9/2019			Science	English	Maths

UNIT TEST- III

DATE	I	II	III	IV	V
11/11/2019	ENG	EVS	II Lang	English	Science
12/11/2019	Maths	English	Social	III-Language	English
13/11/2019	II Lang	Maths	English	Maths	Social
15/11/2019	EVS	II Lang	Science	II Lang	Maths
16/11/2019	ICT	ICT	ICT	ICT	ICT
18/11/2019			III Lang	Social	III Lang
19/11/2019			Maths	Science	II Lang

UNIT TEST- IV

DATE	I	II	III	IV	V
22/1/2020	ENG	EVS	II Lang	ENG	Science
23/1/2020	Maths	English	Social	III Lang	English
24/1/2020	II Lang	Maths	English	Maths	Social
27/1/2020	EVS	II Lang	Science	II Lang	Maths
28/1/2020	ICT	ICT	ICT	ICT	ICT
29/1/2020			III Lang	Social	III Lang
30/1/2020			Maths	Science	II Lang

FINAL TERM

DATE	I	II	III	IV	V
27/2/2020	ICT	ICT	ICT	ICT	ICT
29/2/2020	ENG	EVS	English	III Lang	Social
2/3/2020	Maths	English	Social	Maths	II Lang
4/3/2020	II Lang	Maths	III Lang	II Lang	Science
6/3/2020	EVS	II Lang	Maths	Social	English
10/3/2020			II Lang	Science	III Lang
12/3/2020			Science	English	Maths

ASSESSMENT SCHEDULE FOR 2019-20

UNIT TEST- I

DATE	VI	VII	VIII	IX	X
24/6/2019	Eng	Science	II Lang	Social	Maths
25/6/2019	III Lang	English	Social	Maths	Science
26/6/2019	Maths	Social	English	II Lang	Social
27/6/2019	II Lang	III Lang	Science	English	II Lang
28/6/2019	Social	Maths	III Lang	Science	English
29/6/2019	Science	II Lang	Maths	ICT	ICT
1/7/2019	ICT	ICT	ICT		

UNIT TEST- II

DATE	VI	VII	VIII	IX	X
1/8/2019	Eng	Science	II Lang	Social	Maths
2/8/2019	III Lang	English	Social	Maths	Science
3/8/2019	Maths	Social	English	II Lang	Social
5/8/2019	II Lang	III Lang	Science	English	II Lang
6/8/2019	Social	Maths	III Lang	Science	English
7/8/2019	Science	II Lang	Maths	ICT	ICT
8/8/2019	ICT	ICT	ICT		

MID TERM

DATE	VI	VII	VIII	IX	X
9/9/2019	Science	English	ICT	II Lang	Maths
11/9/2019	English	III Lang	English	Social	Science
13/9/2019	Social	Maths	Social	English	Social
16/9/2019	III-Lang	II Lang	III Lang	Science	II Lang
18/9/2019	Maths	Social	Maths	ICT	English
20/9/2019	II Lang	Science	II-Language	Maths	ICT
21/9/2019	ICT	ICT	ICT		

UNIT TEST- III

DATE	VI	VII	VIII	IX	X
11/11/2019	ENG	Science	II Lang	Social	Maths
12/11/2019	III Lang	English	Social	Maths	Science
13/11/2019	Maths	Social	English	II Lang	Social
15/11/2019	II Lang	III Lang	Science	English	II Lang
16/11/2019	Social	Maths	III Lang	Science	English
18/11/2019	Science	II Lang	Maths	ICT	ICT
19/11/2019	Ict	ICT	ICT		

UNIT TEST- IV

DATE	VI	VII	VIII	IX	X
22/1/2020	ENG	Science	II Lang	Social	Maths
23/1/2020	III Lang	English	Social	Maths	Science
24/1/2020	Maths	Social	English	II Lang	Social
27/1/2020	II Lang	III Lang	Science	English	II Lang
28/1/2020	Social	Maths	III Lang	Science	English
29/1/2020	Science	II Lang	Maths	ICT	ICT
30/1/2020	ICT	ICT	ICT		

FINAL TERM

DATE	VI	VII	VIII	IX	X
27/2/2020	Science	English	Social	ICT	ICT
29/2/2020	English	III Lang	Maths	SEPARATE SCHEDULE	BOARD EXAM
2/3/2020	Social	Maths	II Lang		
4/3/2020	III Lang	II Lang	English		
6/3/2020	Maths	Social	Science		
10/3/2020	II Lang	Science	III Lang		
12/3/2020	ICT	ICT	ICT		

Mock Test 1 Grade X

DATE	SUBJECT
27/11/2019	English
29/11/2019	Maths
02/12/2019	Il Lang
04/12/2019	Social
06/12/2019	Science
09/12/2019	ICT

Mock Test 2 Grade X

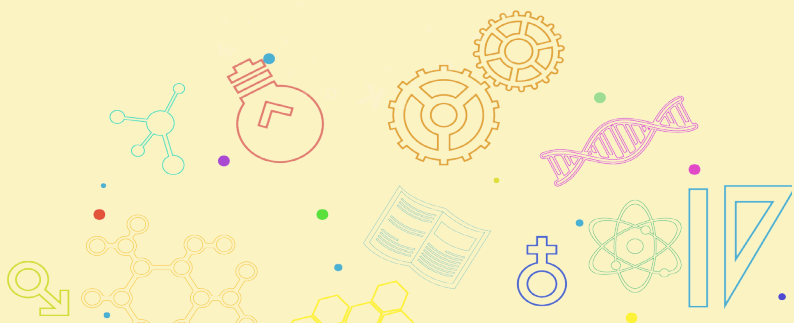
DATE	SUBJECT
26/12/2019	English
28/12/2019	Maths
30/12/2019	Il Lang
02/01/2020	Social
04/01/2020	Science
06/01/2020	ICT

Mock Test 3 Grade X

DATE	SUBJECT
01/02/2020	English
03/02/2020	Maths
05/02/2020	Il Lang
07/02/2020	Social
10/02/2020	Science
12/02/2020	ICT

Final Exams Grade IX

DATE	SUBJECT
10/02/2020	Il Lang
12/02/2020	Social
14/02/2020	English
15/02/2020	Science
17/02/2020	Maths
19/02/2020	ICT
20/2/2020	ICT PRACTICALS



MARCH Month 2019

Date	Day	Pre Primary	Primary	Secondary
1	Fri			F.E. IX - 2.4
2	Sat			F.E. 2.2 (VI - VIII)
3	Sun			
4	Mon	Maha Sivaratri (Holiday)		
5	Tue			F.E. IX - 2.5, F.E. 2.3 (VI - VIII)
6	Wed			
7	Thu			F.E. IX - 2.6, F.E. 2.4 (VI - VIII)
8	Fri	UOI 4 Ends (IK-2)		
9	Sat			Working for Secondary, F.E. 2.5 (VI - VIII)
10	Sun			
11	Mon			New Grade X Begins, F.E. 2.6 (VI - VIII)
12	Tue		UOI 6 ends	
13	Wed			F.E.2.7 (VI-VIII)
14	Thu	Graduation Day, Class Parties & SLC preparation	Graduation Day for G V, Class Party & SLC preparation	Class Parties & Co-Curricular Events
15	Fri	SLC preparation		PD for students
16	Sat	SLC , Open House, Book distribution		Open House, Book distribution
17	Sun			
18	Mon	Faculty Development Program		
19	Tue	Faculty Development Program		
20	Wed	Faculty Development Program		
21	Thu	HOLI HOLIDAY		
22	Fri	Faculty Development Program		
23	Sat	HOLIDAY / Book Distribution		
24	Sun			
25	Mon	SCHOOL REOPENS		
26	Tue		Club Orientation / House Meet	
27	Wed			
28	Thu			
29	Fri	Parent Orientation (Afternoon)		
30	Sat		Parent Orientation / Club Meet (Morning)	Parent Orientation /Club Meet (Afternoon)
31	Sun			

IMPORTANT DAYS OF THE MONTH- MARCH

2nd March – World Book Day
 3rd March – World Wildlife Day
 7th March – World Health Day / World Maths day
 8th March – International Women's Day
 18th March – World Heritage Day , Human Right's Day
 20th March – International Day of Happiness
 22nd March – World Earth Day, World Happiness Day
 27th March – World Water Day

MONTH INCLUSIONS

Final Examinations-GVI To IX
 Shiva Ratri
 New Grade X begins
 Graduation day
 Student Led Conference/ Open House & Book Distribution
 Faculty Development Program
 Club Orientation - 25th & 26th
 Parent Orientation-IK's to GX
 Club Meet
 House Meet

APRIL Month 2019

Date	Day	Pre Primary	Primary	Secondary
1	Mon			
2	Tue			
3	Wed			
4	Thu			
5	Fri			
6	Sat		UGADI HOLIDAY	
7	Sun			
8	Mon			
9	Tue			
10	Wed			
11	Thu			
12	Fri	Lemonade day		
13	Sat	HOLIDAY		
14	Sun	Dr. Ambedkar Jayant		
15	Mon			
16	Tue			
17	Wed			
18	Thu	Red Day		School Exhibition
19	Fri		GOOD FRIDAY HOLIDAY	
20	Sat		Interhouse / Club	Interhouse / Club
21	Sun			
22	Mon			
23	Tue			
24	Wed			
25	Thu		Club	Club
26	Fri	SUMMER VACATION BEGINS / TW		
27	Sat	T/W		
28	Sun			
29	Mon			
30	Tue			

IMPORTANT DAYS OF THE MONTH - APRIL

6th April – International Day of Sports

7th April – World Health Day

14th April – Ambedkar Jayanthi

21st April – National Kindergarten's Day

22nd April – International Mother Earth Day (spl.A)

29th April – International Dance Day (spl.A)

MONTH INCLUSIONS

Red Day - IK's

Ugadi

Ambedkar Jayanthi

Good Friday

Interhouse - Group Singing

Clubs

Lemonade Day - IK's

MAY Month 2019

Date	Day	Pre Primary	Primary	Secondary
1	Wed			
2	Thu			
3	Fri			
4	Sat			
5	Sun			
6	Mon			
7	Tue			
8	Wed			
9	Thu			
10	Fri			
11	Sat			
12	Sun			
13	Mon			
14	Tue			
15	Wed			
16	Thu			
17	Fri			
18	Sat			
19	Sun			
20	Mon			
21	Tue			
22	Wed			
23	Thu			
24	Fri			
25	Sat			
26	Sun			
27	Mon			
28	Tue			
29	Wed			
30	Thu			
31	Fri			

IMPORTANT DAYS OF THE MONTH- MAY

1st May – May Day

7th May – Rabindra Jayanthi

8th May – World Cross Day

10th May – National Clean up your room Day

11th May – National Technology Day

12th May – Buddha Purnima

15th May – International Family Day

22nd May – National Maritime Day

29th May – International Day of UN Peacekeepers

31th May – World No tobacco Day

MONTH INCLUSIONS

Summer vacation

JUNE 2019

Date	Day	Pre Primary	Primary	Secondary
1	Sat			
2	Sun			
3	Mon		Faculty Development Program	
4	Tue		Faculty Development Program	
5	Wed		Faculty Development Program	
6	Thu		Faculty Development Program	
7	Fri		Faculty Development Program	
8	Sat		T/W	
9	Sun			
10	Mon		SCHOOL REOPENS – House Meet	
11	Tue			
12	Wed			
13	Thu			
14	Fri			
15	Sat		Club Meet / Interhouse / Parent Orientation	
16	Sun			
17	Mon			
18	Tue			
19	Wed			
20	Thu			
21	Fri		Nominations for Investiture	Nominations for Investiture
22	Sat		Proclamation Day	
23	Sun			
24	Mon		U.T 1.1 / Nominations for Inv	U.T 1.1 / Nominations for Inv
25	Tue		U.T 1.2 / Campaign	U.T 1.2 / Campaign
26	Wed		U.T 1.3 / Campaign	U.T 1.3 / Campaign
27	Thu		U.T 1.4 / VOTE	U.T 1.4 / VOTE
28	Fri	Yellow Day	U.T 1.5 / Interhouse	U.T 1.5 / Interhouse
29	Sat		U.T 1.6 / Club/ Interview for Investiture	U.T 1.6 / Club/ Interview for Investiture
30	Sun			

IMPORTANT DAYS OF THE MONTH - JUNE

1st June – International Childrens Day
 1st June – Global day of Parents
 3rd June – World Bicycle Day
 5th June – World Environment Day
 8th June – World Oceans day
 12th June – World Day against Child Labour (spl.A)
 14th June – World Blood donor Day
 16th June – International Integration Day
 21st June – International Music & Yoga Day (spl.A)

MONTH INCLUSIONS

Faculty Development Program
 School Reopens
 House Meet
 Club Meet
 Proclamation Day & Fresher's Night
 Investiture Nomination, Campaign and Interviews
 Field Trip - Pre Primary
 Unit test - Primary & Secondary
 Parent Orientation (Primary & Secondary)

Yellow Day - IK's
 Interhouse - Declamation -15th
 Club
 Save Environment Week-17th to 21st
 Interhouse - Solo singing- 29th

Date	Day	Pre Primary	Primary	Secondary
1	Mon		U.T 1.7 / Interview	U.T 1.7 / Interview
2	Tue		Final List Investiture	Final List Investiture
3	Wed			
4	Thu			
5	Fri			
6	Sat	PTM	Investiture / PTM	Investiture / PTM
7	Sun			
8	Mon			
9	Tue			
10	Wed			
11	Thu			
12	Fri			
13	Sat	Second Saturday Holiday		
14	Sun			
15	Mon	Painting Competition		
16	Tue			
17	Wed			
18	Thu			
19	Fri	Washing Day		
20	Sat		Club / Interhouse	Club / Interhouse
21	Sun			
22	Mon			
23	Tue			
24	Wed			
25	Thu			
26	Fri			
27	Sat	TW		
28	Sun			
29	Mon			
30	Tue			
31	Wed	Blue Day		

IMPORTANT DAYS OF THE MONTH - JULY

4th July – Rath Yatra

4th July – Independence Day of USA

7th July – World Chocolate Day

11th July – World Population Day

18th July – Nelson Mandela Day

26th July – Kargil Vijay Diwas (spl.A)

28th July – National Parent's Day

7th July – World Chocolate Day

30th July – World Friendship Day (spl.A)

MONTH INCLUSIONS

Investiture Ceremony

Inter House - Debate (Senior)

Field trip (G1 to G10)

Medical Checkup

Club

Blue Day - IK's

PTM

Inter House - Just a Minute (Junior)

Preprimary - Painting Competition

Washing Day -IK's

AUGUST 2019

Date	Day	Pre Primary	Primary	Secondary
1	Thu		U.T 2.1	U.T 2.1
2	Fri		U.T 2.2	U.T 2.2
3	Sat		U.T 2.3 / Interhouse	U.T 2.3 / Interhouse
4	Sun			
5	Mon		U.T 2.4	U.T 2.4
6	Tue		U.T 2.5	U.T 2.5
7	Wed		U.T 2.6	U.T 2.6
8	Thu	Muddy Puddle	U.T 2.7	U.T 2.7
9	Fri	VARALAKSHMI VRATAM HOLIDAY		
10	Sat	SECOND SATURDAY HOLIDAY		
11	Sun			
12	Mon	ID-UL ZUHA HOLIDAY		
13	Tue			
14	Wed			
15	Thu	INDEPENDENCE DAY/ RAKSHA BANDHAN/ ANTARAGNI		
16	Fri			
17	Sat	Coffee Morning	Coffee Morning	PTM VI to X
18	Sun			
19	Mon			
20	Tue			
21	Wed			
22	Thu			
23	Fri	Janmashtami Celebrations		
24	Sat		JANMASHTAMI HOLIDAY	
25	Sun			
26	Mon	Revision Begins for Mid Term		
27	Tue	Story Telling		
28	Wed			
29	Thu			
30	Fri	Green Day		
31	Sat		Interhouse / Clubs/ Ganesh Chaturthi Celebrations	

IMPORTANT DAYS OF THE MONTH - AUGUST

2nd August – Pingali Venkayya's Birthday
 3rd August – National friendship Day Celebrations
 8th August – Quit India Day,
 9th August – Nagasaki day (spl.A)
 15th August – Independence Day (spl.A)
 19th August – World Photo Day
 21st August – National Senior Citizen's Day
 29th August – National Sports Day (spl.A)

MONTH INCLUSIONS

Unit Test 2
 Interhouse - Swimming - 3rd
 Parent Teacher Meet- VI to X
 Coffee Morning
 Midterm Revision
 Varalakshmi Vratam
 Independence Day Celebrations / Antaragni - 15th

Bakrid (Id-ul-Fitr)
 Green Day
 Muddy Puddle - IK's
 Interhouse - Football - 31st

SEPTEMBER 2019

Date	Day	Pre Primary	Primary	Secondary
1	Sun			
2	Mon	GANESH CHATURTHI HOLIDAY		
3	Tue			
4	Wed			
5	Thu	Teacher's Day Celebrations		
6	Fri			
7	Sat			
8	Sun			
9	Mon		MT 1.1	MT 1.1
10	Tue	Muharram Holiday		
11	Wed		MT 1.2	MT 1.2
12	Thu			
13	Fri		MT 1.3	MT 1.3
14	Sat	Second Saturday Holiday		
15	Sun			
16	Mon		MT 1.4	MT 1.4
17	Tue			
18	Wed		MT 1.5	MT 1.5
19	Thu			
20	Fri		MT 1.6	MT 1.6
21	Sat		M.T 1.7/ Interhouse	M.T 1.7/ Interhouse
22	Sun			
23	Mon	Rhymes Competition	Club	Club
24	Tue			
25	Wed		Hindi Diwas Celebrations	
26	Thu			
27	Fri			
28	Sat	Open House Grade IK2 to X		
29	Sun			
30	Mon	Pink day		

IMPORTANT DAYS OF THE MONTH - SEPTEMBER

5th September – Teacher's Day
 8th September – International Literacy day
 11th September – UNICEF day
 14th September – Hindi Diwas
 21st September – International day of Peace
 27th September – World Tourism Day

MONTH INCLUSIONS

Ganesh Chaturthi
 Teacher's Day (spl.A)
 Clubs - Primary
 Interhouse - Cricket (P)/Athletics (S)
 Hindi Diwas Celebrations - 25th (spl.A)
 Muharram
 Mid term Test - Grade I - X
 Open House
 Pink Day - IK's

OCTOBER 2019

Date	Day	Pre Primary	Primary	Secondary
1	Tue			
2	Wed	Gandhi Jayanthi Holiday		
3	Thu		Dussehra Holidays Begins / School Trip	
4	Fri		Dussehra Vacation	
5	Sat		Dussehra Vacation	
6	Sun			
7	Mon		Dussehra Vacation	
8	Tue		Dussehra Vacation	
9	Wed		Dussehra Vacation	
10	Thu		Dussehra Vacation	
11	Fri		Dussehra Vacation	
12	Sat		Dussehra Vacation	
13	Sun	School Trip Ends		
14	Mon	School Reopens		
15	Tue			
16	Wed			
17	Thu			
18	Fri			
19	Sat		Club / Interhouse / Night School GII - GX	Club / Interhouse / Night School GII - GX
20	Sun	Students GII - GX go back home by 9 a.m		
21	Mon			
22	Tue			
23	Wed			
24	Thu			
25	Fri	Diwali Celebrations		
26	Sat	Diwali		
27	Sun			
28	Mon	Violet Day		
29	Tue			
30	Wed			
31	Thu	Halloween Celebrations/ Grandparents day		

IMPORTANT DAYS OF THE MONTH - OCTOBER

2nd October – International Day of Non Violence

15th October – Abdul Kalam, World Students,
World Food Day (spl.A)

24th October – UN Day

31st October – Halloween Day / Grandparents Day

MONTH INCLUSIONS

Gandhi Jayanthi
School Trip (Sep 3rd-13th)
Field Trip
Clubs
Interhouse - Quiz
Diwali
Violet Day -IK's

Space Week Sep 14th- 19th

Diwali Celebrations - 25th (spl.A)

Grandparents Day &

Halloween Celebrations -31st (spl.A)

NOVEMBER 2019

Date	Day	Pre Primary	Primary	Secondary
1	Fri			
2	Sat		Interhouse	Interhouse
3	Sun	Battle of Brains (Inter School Quiz)		
4	Mon			
5	Tue			
6	Wed			
7	Thu			
8	Fri			
9	Sat	MILAD-UN-NABI		
10	Sun			
11	Mon		U.T 3.1	U.T 3.1
12	Tue		U.T 3.2	U.T 3.2
13	Wed		U.T 3.3	U.T 3.3
14	Thu	Children's Day Celebrations		
15	Fri		U.T 3.4	U.T 3.4
16	Sat		U.T 3.5 / Club	U.T 3.5 / Club
17	Sun			
18	Mon		U.T 3.6	U.T 3.6
19	Tue		U.T 3.7	U.T 3.7
20	Wed			
21	Thu			
22	Fri			Revision begins for G X
23	Sat	PTM	PTM	SLC
24	Sun			
25	Mon			
26	Tue			
27	Wed			Mock X.1.1
28	Thu			
29	Fri			Mock X.1.2
30	Sat	Mini Sports Day		

IMPORTANT DAYS OF THE MONTH - NOVEMBER

14th November – Children's day (spl.A)
 23rd November – Guru Nanak's Birthday
 28th November – Thanksgiving Day(spl.A)

MONTH INCLUSIONS

Club
 Interhouse - Athletics (P)/ Cricket (S)
 Battle of the Brains
 Unit Test - III
 PTM for Grade I to X
 Fancy Dress Competition - IK's
 Math Week (Nov18th-22nd)
 Mock Test - 1 Grade X

DECEMBER 2019

Date	Day	Pre Primary	Primary	Secondary
1	Sun			
2	Mon			Mock X 1.3
3	Tue			
4	Wed			Mock X 1.4
5	Thu			
6	Fri			Mock X 1.5
7	Sat		Interhouse	Interhouse-VI to IX
8	Sun			
9	Mon			Mock X 1.6
10	Tue			
11	Wed			
12	Thu			Grade: X Mock: Report
13	Fri			
14	Sat			
15	Sun			
16	Mon			
17	Tue			
18	Wed			
19	Thu			
20	Fri			
21	Sat	Dress Rehearsals		
22	Sun	Annual Day Celebrations		
23	Mon	Holiday		
24	Tue	Christmas Celebrations		
25	Wed	Christmas		
26	Thu			Mock X 2.1
27	Fri	Orange Day		
28	Sat	Winter Picnic (IK to Grade: II)	Winter Picnic (IK to Grade: II) / Clubs (III - V)	Clubs / Mock X 2.2
29	Sun			
30	Mon			Mock X 2.3
31	Tue	Middle School Picnic (III to X)		

IMPORTANT DAYS OF THE MONTH - DECEMBER

1st December – World Aids Day
 4th December – Indian Navy Day
 7th December – Indian Armed Force Flag Day (spl.A)
 9th December – International Anti Corruption Day
 10th December – Human Rights Day
 22nd December – Mathematics Day
 25th December – Christmas

MONTH INCLUSIONS

Mock - I for Grade: X
 Annual Day
 Winter Picnic (IK to II)
 Middle School Picnic (III to X)
 Orange Day - IK's
 Christmas Celebrations - 24th (spl.A)
 Interhouse - Solo Dance

JANUARY 2020

Date	Day	Pre Primary	Primary	Secondary
1	Wed	NEW YEAR HOLIDAY		
2	Thu			Mock X 2.4
3	Fri	Music & Movement		
4	Sat			Mock X 2.5
5	Sun			
6	Mon			Mock X 2.6
7	Tue	Sankranti Celebrations		
8	Wed	Pongal Vacation Starts	Pongal Vacation Starts	Pongal Vacation Starts
9	Thu			
10	Fri			
11	Sat			
12	Sun			
13	Mon			
14	Tue	Bhogi		
15	Wed	Sankranti		
16	Thu	Kanuma		
17	Fri			
18	Sat	TW		
19	Sun			
20	Mon	School Reopens after Pongal	School Reopens after Pongal	School Reopens after Pongal
21	Tue			
22	Wed		UT 4.1	UT 4.1
23	Thu		UT 4.2	UT 4.2
24	Fri		UT 4.3	UT 4.3
25	Sat	TW	TW	PTM
26	Sun	Republic Day		
27	Mon		UT 4.4	UT 4.4
28	Tue		UT 4.5	UT 4.5
29	Wed		UT 4.6	UT 4.6
30	Thu	Fancy Dress Competition	UT 4.7	UT 4.7
31	Fri	White Day		

IMPORTANT DAYS OF THE MONTH - JANUARY

15th January – Indian Army Day
 22nd January – World Youth Day
 23rd January – Netaji's birthday (spl.A)
 30th January – Martyr's Day (spl.A)

MONTH INCLUSIONS

Pongal Celebrations -7th (spl.A)
 Unit Test - IV
 Mock Test - II for Grade: X
 Republic Day
 White Day - IK's
 Pongal Vacations (Jan8th-17th)
 Class Photographs

FEBRUARY 2020

Date	Day	Pre Primary	Primary	Secondary
1	Sat		Club / Interhouse	Club / Interhouse / Mock X 3.1
2	Sun			
3	Mon			Mock X 3.2
4	Tue			
5	Wed			Mock X 3.3
6	Thu			
7	Fri	Student Led Conference		Mock X 3.4
8	Sat	Second Saturday Holiday		
9	Sun			
10	Mon		Final Revision starts	Final Revision starts for Grade VI-VIII/ GRADE IX F.E 1.1 / Mock X 3.5
11	Tue			
12	Wed			Grade IX F.E 1.2 / Mock X 3.6
13	Thu			
14	Fri			Grade: IX F.E 1.3
15	Sat			Grade: IX F.E 1.4
16	Sun			
17	Mon			Grade: IX F.E 1.5
18	Tue			
19	Wed			Grade: IX F.E 1.6
20	Thu			Grade: IX F.E ICT Practical
21	Fri	Maha Shiva Ratri		
22	Sat	TW		
23	Sun			
24	Mon			
25	Tue			
26	Wed			
27	Thu		F.E 1.1	F.E 1.1 (VI to VIII)
28	Fri	Multiple Colour Day		
29	Sat		F.E 1.2	F.E 1.2 (VI to VIII) / Grade: IX Open House

IMPORTANT DAYS OF THE MONTH - FEBRUARY

21st February – International Mother Language Day (spl.A)

28th February – National Science Day

MONTH INCLUSIONS

Student Led Conference

Final Exam

Maha Shiva Ratri

Multiple Colours Day - IK's

Grade: IX Open House

Medical Checkup

Interhouse- Poster Making

MARCH 2020

Date	Day	Pre Primary	Primary	Secondary
1	Sun			
2	Mon		F.E 1.3	F.E. 2.2 (VI – VIII) / Grade X Classes Begin
3	Tue			
4	Wed		F.E 1.4	F.E 1.4
5	Thu			
6	Fri		F.E 1.5	F.E 1.5
7	Sat			
8	Sun			
9	Mon		Holi	
10	Tue		F.E 1.6	F.E 1.6
11	Wed			
12	Thu		F.E 1.7	F.E 1.7
13	Fri	Class Parties		
14	Sat	Graduation Day	Graduation Day (G V)	
15	Sun			
16	Mon			
17	Tue	Open House 1K2 to VIII/Book Distribution		
18	Wed	Faculty development Program		
19	Thu	Faculty development Program		
20	Fri	Faculty development Program		
21	Sat	Faculty development Program		
22	Sun			
23	Mon	School Reopens		
24	Tue		Club Orientation	Club Orientation
25	Wed		Ugadi	
26	Thu			
27	Fri	Parent Orientation		
28	Sat		Parent Orientation	
29	Sun			
30	Mon			
31	Tue			

IMPORTANT DAYS OF THE MONTH - MARCH

3rd March – World Wildlife Day
 7th March – World Health Day / World Maths day
 8th March – International Women's Day
 18th March – World Heritage Day, Human Rights Day
 20th March – International Day of Happiness
 21st March – World Poetry Day
 22nd March – World Water Day

MONTH INCLUSIONS FINAL EXAMS

Final Exams
 Class Parties
 Open House 1K 2 to VIII
 Classes begin for Grade X
 Book Distribution
 Faculty Development Program
 Club Orientation - 24th
 Parent Orientation- 28th

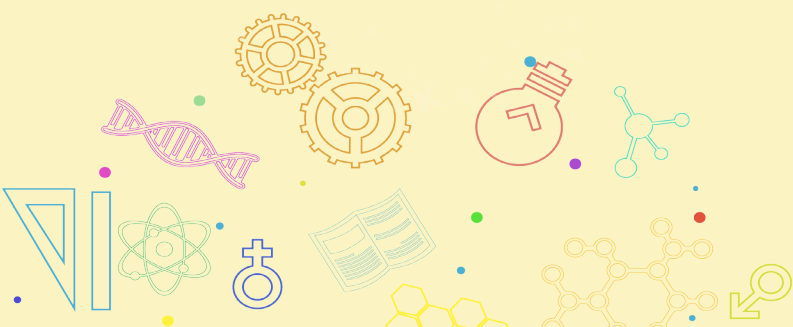
PTM AND COFFEE MORNINGS (2019-20)

MONTH	PRE PRIMARY	PRIMARY	SECONDARY
16 MAR-19	SLC, OPEN HOUSE	SLC, OPEN HOUSE	OPEN HOUSE
6 JUL-19	PTM	PTM	PTM
17 AUG-19	COFFEE MORNING	COFFEE MORNING	PTM
28 SEP-19	OPEN HOUSE	OPEN HOUSE	OPEN HOUSE
23 NOV-19	PTM	PTM	SLC
25 JAN-19			PTM
7 FEB-19	SLC	SLC	
29 FEB-19			OPEN HOUSE FOR G IX
17 MAR-19	OPEN HOUSE	OPEN HOUSE	OPEN HOUSE (VI To VIII)



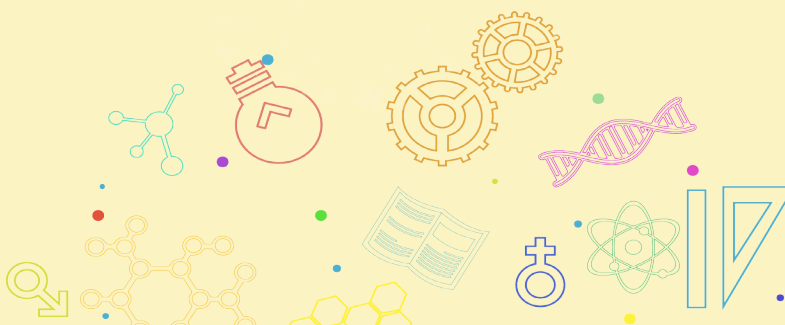
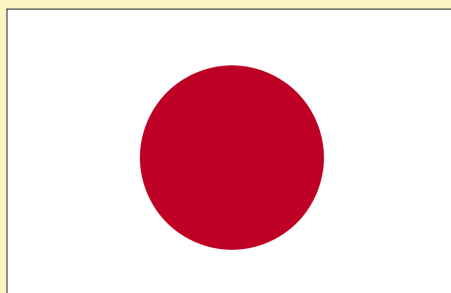
INTER HOUSE AND CLUB MEETINGS (2019-20)

DATES	INTER HOUSE		CLUBS
	PRIMARY	SECONDARY	PRIMARY & SECONDARY
26 MAR-19			CLUB ORIENTATION
27 MAR-19			CLUB ORIENTATION
30 MAR-19			HOUSE MEET/ CLUB MEET
20 APR-19	GROUP SINGING	GROUP SINGING	CLUB
25 APR-19			CLUB
15 JUN-19	DECLAMATION	DECLAMATION	CLUB
29 JUN-19	SOLO SINGING	SOLO SINGING	CLUB
20 JUL-19	JUST A MINUTE	DEBATE	CLUB
03 AUG-19	SWIMMING	SWIMMING	
31 AUG-19	FOOT BALL	FOOT BALL	CLUB
21 SEP-19	CRICKET	ATHLETICS	
23 SEP-19			CLUB
19 OCT-19	QUIZ	QUIZ	CLUB
02 NOV-19	ATHLETICS	CRICKET	
10 NOV-19			CLUB
07 DEC-19	SOLO DANCE	SOLO DANCE	
01 FEB-19	POSTER MAKING	POSTER MAKING	CLUB



JAPANESE NATIONAL HOLIDAYS 2019 - 20

Month	Date	Event
March 19	3rd	Doll's Festival
	21st	March equinox
April 19	29th – May 4th	Golden Week, (Showa Week)
	29th	Showa Day (Part of Golden Week)
May 19	3rd	Constitutional Memorial Day
	4th	Greenery Day
June 19	7th	Dragon Boat Festival
	22nd	June Solstice
July 19	7th	Star Festival
	15th	Marine Day (Umi no Hi)
August 19	11th	Mountain Day (yama no hi)
September 19	16th	Respect for Aged Day (keiro no hi)
October 19	14th	Health Sports Day (Taiiku no Hi)
November 19	3rd	Culture Day
	15th	7 – 5 – 3 Day
	23rd	Labour Thanks Giving Day
	20th	Children's Day (Kodomo no Hi)
December 19	22nd	December Solstice
	25th	Christmas
February 20	11th	National Foundation Day



MY SPECIAL ACHIEVEMENTS

[illegible]

MY SPECIAL ACHIEVEMENTS

[illegible]

A WORD FROM DOCTOR / NURSE

[illegible]

WHAT PARENTS HAVE TO SAY

[illegible]

WHAT PARENTS HAVE TO SAY

[illegible]

A WORD FROM THE TEACHER

[illegible]

A WORD FROM THE TEACHER

[illegible]

RECORD OF CIRCULARS

[illegible]

RECORD OF CIRCULARS

[illegible]

HOME WORK REMARKS

The subject teacher will make a note below when a student comes without completing his/her home work.
The parents are requested to endorse their signature on the format below :

Date	Home Work	Date Assign.	Sub Teacher Sign.	Parent Sign.

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SCHOOL TIMINGS (MONDAY TO FRIDAY)

NEW SESSION TIMINGS FROM IK-2 TO GRADE - V

S.No	Timings	
1	Reporting time to School	08.15 A.M. for everybody
2	Breakfast	08.15 A.M. to 08.30 A.M.
3	Assembly	08.30 A.M. to 08.50 A.M.
4	1st Period	08.55 A.M. to 09.35 A.M.
5	2nd Period	09.35 A.M. to 10.15 A.M.
6	Short Break	10.15 A.M. to 10.25 A.M.
7	3rd Period	10.25 A.M. to 11.05 A.M.
8	4th Period	11.05 A.M. to 11.45 A.M.
9	5th Period	11.45 A.M. to 12.25 P.M.
10	Lunch Break (Primary and Pre Primary)	12.25 P.M. to 12.55 P.M.
11	6th Period	12.55 P.M. to 01.25 P.M.
12	7th Period	01.25 P.M. to 02.05 P.M.
13	8th Period	02.05 P.M. to 02:45 P.M.
14	9th Period	02.45 P.M. to 03.25 P.M.
15	Snacks Break	03.25 P.M. to 03.35 P.M.
16	Dispersal	03.35 P.M.

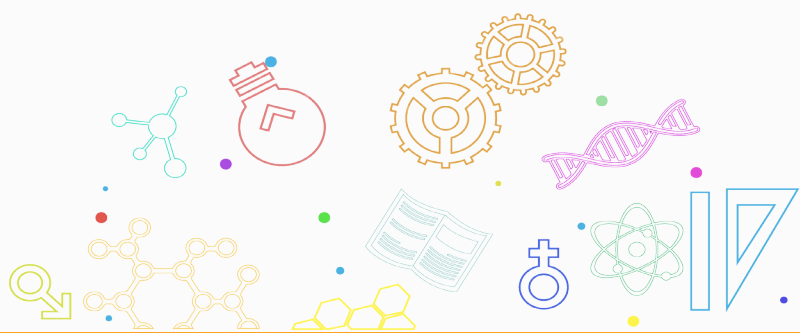
NEW SESSION TIMINGS FROM GRADE – VI TO GRADE - X

S.No	Timings	
1	Reporting time to School	08.15 A.M. for everybody
2	Breakfast	08.15 A.M. to 08.30 A.M.
3	Assembly	08.35 A.M. to 08.50 A.M.
4	1st Period	08.55 A.M. to 09.35 A.M.
5	2nd Period	09.35 A.M. to 10.15 A.M.
6	Short Break	10.15 A.M. to 10.25 A.M.
7	3rd Period	10.25 A.M. to 11.05 A.M.
8	4th Period	11.05 A.M. to 11.45 A.M.
9	5th Period	11.45 A.M. to 12.25 P.M.
10	6th Period	12.25 P.M. to 12.55 P.M.
11	Lunch Break (Secondary Wing)	12.55 P.M. to 01.25 P.M.
12	7th Period	01.25 P.M. to 02.05 P.M.
13	8th Period	02.05 P.M. to 02:45 P.M.
14	9th Period	02.45 P.M. to 03.25 P.M.
15	Snacks Break	03.25 P.M. to 03.35 P.M.
16	Dispersal	03.35 P.M.

TIME TABLE

Period	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1						
2						
Short Break						
3						
4						
5						
Lunch Break						
6						
7						
8						
9						
0						

SUMMARY						
CLASS						
Subject						
No.of Periods						



AIM WELL, SOAR HIGH

Aim Well

Be not afraid

Be sure to set your goals

And focus your sights

We'll provide the learning and the light.

Soar High

You're capable, with strength and courage

Nothing is impossible

When you believe in yourselves

Just as we believe in you

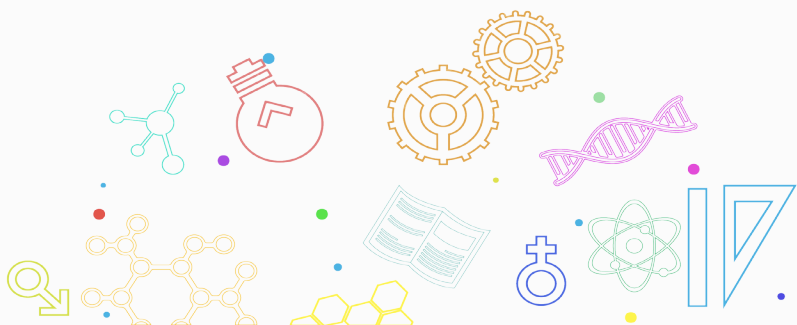
Achieve your dreams

Reach for the stars

The world is your canvas, your class but a looking glass

With 'Lakshya' as your staunch supporter, go on,

Aim well, soar high and achieve all your goals.





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