

CHRIST NAGAR CENTRAL SCHOOL

KOWDIAR P.O., TRIVANDRUM

KERALA - 695 003

No. 931119



HANDBOOK

2018 - 2019

Name

Standard Division

Admission No



(0471) 2318482, to 2318485

91471 2311986 (Fax)

www.christnagarschools.org/cbse

E-mail : christcentraltvm@gmail.com

SCHOOL HOURS**8.00 a.m. to 1.40 p.m.****OFFICE HOURS****8.00 a.m. to 4.00 p.m.****SCHOOL UNIFORM****KG Section**

Boys : Half sleeve steel grey shirt with dark blue collar, dark blue shorts, school belt, dark blue socks, dark blue shoes with steel grey border.

Girls : Half sleeve steel grey shirt with dark blue collar, dark blue pinafore, school belt, dark blue socks, dark blue shoes with steel grey border.

LP Section

Boys : White half-sleeve shirt, navy-blue shorts with 1.5" belt loops.

Girls : White half-sleeve shirt, navy-blue pinafore with 1.5" belt loops.

UP Section

Boys : White half-sleeve shirt, navy-blue shorts or trousers with 1.5" belt loops.

Girls : White half-sleeve shirt, navy-blue half skirt with 1.5" belt loops.

HS & HSS Section

Boys : White half-sleeve shirt, navy-blue trousers with 1.5" belt loops

Girls : White half-sleeve shirt, navy-blue half skirt with 1.5" belt loops with navy-blue overcoat.

All sections (for boys & girls)

Maroon school tie, school belt, black shoes and navy-blue socks.

On Wednesdays

White uniform with T-shirts provided from the school, white socks and white shoes.

Note : Parents are requested to ensure that their children come to school neatly dressed.

- Shirts should be tucked in
- Jewellery (except for small ear-studs), nail polish, mehendi, fancy hair bands and clips are not permitted
- Fancy bangles, earrings and chains of any kind are not allowed in the campus
- Boys must be clean shaven.
- Fashionable hair cuts, colouring and use of gel is not allowed

SCHOOL FEES

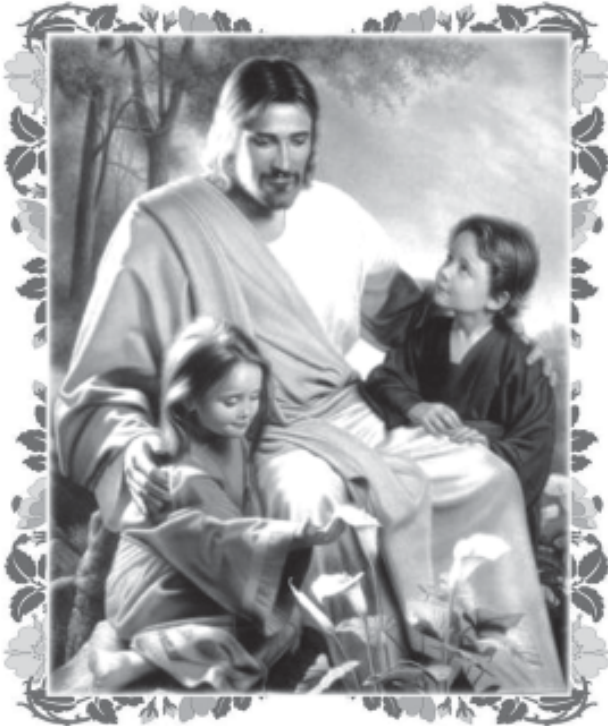
1. Payable to the credit of the school at Vijaya Bank, Devaswom Board Jn., Kowdiar, Trivandrum - 3.
2. The dates/period for the payment of fees is from the first to the twelfth of the first month (May/June, September and January) of each term.

NB : A fine of Rs. 50/- or Rs. 100/- will be charged for the default of payment in the due period according to the delay in payment.

A re-admission fee of Rs 350/- will be charged for the default of payment after the last month of the term.

Students should bring this Handbook to school daily.

Visiting Hours to meet the Principal : 8.15-9.15am & 2.00-3.30pm



Lead Kindly Light !

*Keep us always in the right Way
And guide us to the Truth
That alone can enrich our Life.*

CHRIST NAGAR CENTRAL SCHOOL

MEMORANDA

Name of the Pupil :

Class : Section : Sex :

Admission No..... Year of Joining :

Date of Birth : Blood Group :

Residential Address (Permanent) :

.....
 

Communication Address :

.....
.....



 (to which messages may be sent)

E-mail ID :

Name of Father

Occupation (designation to be specified).....

Office address.....

.....
 

Name of Mother

Occupation (designation to be specified).....

Office address.....
.....



Name of Local guardian (if any)

Relationship to the student

Occupation (designation to be specified).....

Office address.....
.....



Nearest Neighbour's Phone No.....

School last attended :

Particulars of Brothers/ Sisters studying in the school

History of any illness past or present :

History of any allergies

I have read all the rules of the school as in the school diary. Also I understand that the rules and regulations may be revised as per need by the Management and I will abide by the same.

Signature of :

.....

Pupil

Father

Mother

Guardian

NB : Any change in address, phone numbers should be reported to the school office immediately.

*“Asato ma Sat gamaya
Tamaso ma Jyothir gamaya
Mrityor ma Amritham Gamaya”*

Brihadaranyaka Upanishad



*“The fear of Yahweh
is the beginning of knowledge”*

(Prov. 1, 7)



THE LORD'S PRAYER

Our Father in heaven, holy be your name;
your kingdom come; your will be done
on earth as in heaven.

Give us today our daily bread. Forgive us our sins,
as we forgive those who sin against us. Do not bring us
to the test; but deliver us from evil. Amen.

PRAYER BEFORE CLASS

O God, all knowledge is in You. Bless our studies,
enlighten our minds, strengthen our memory, and direct
our will towards what is right. Grant us to seek the truth
always and make us truly wise. Amen.

PRAYER AFTER CLASS

We give you thanks, Almighty God, for having helped us
in our lessons, and kept us healthy and happy, all through
the day. Amen.

PRAYER BEFORE EXAMINATION

O God, enlighten our minds, strengthen our memory, and
bless us, to do well in the examination. Keep us healthy
in mind and body, all through our Examinations. Amen.



LEAD, KINDLY LIGHT

Lead, kindly Light, amid th' encircling gloom,
Lead Thou me on!
The night is dark and I am far from home,
Lead Thou me on.
Keep Thou my feet; I do not ask to see
The distant scene: one step enough for me.
So long Thy power hath blessed me, sure it still
Will lead me on.
O'er moor and fen, o'er crag and torrent, till
The night is gone;
And with the morn those angel faces smile,
Which I have loved long since, and lost a while.

PRAYER OF ST. FRANCIS OF ASSISI

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

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

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

Make me a channel of your peace,
It is in pardoning that we are pardoned,
In giving to all men that we receive,
And in dying that we're born to eternal life.





SCHOOL ANTHEM

Hail! Christ Nagar Alma Mater! Hail!
We, thy children, in white and blue,
Around thy glorious banner stand,
With lamps lit from thy sacred Light
To guide our steps in th' encircling gloom,
Singing the hymn of the Rishis of yore.

"Tamaso ma jyothir gamaya"

God bless our glorious Alma Mater!
In faith and hope we'll march ahead
In quest of Truth that liberation brings
From bondage of falsehood, ignorance and death
Ush'ring in the Lord's joy

As we chant the Maharshi's hymn,

"Asato ma Sat gamaya"

O glorious Christ Nagar, Alma Mater!
Teach us to love and bright'n the world,
That is crippled and broken apart,
By our own greed, hate and malice.
O! help us heal this moribund world,
And make it whole, an abode of peace.

"Mrityor ma Amritham gamaya"

"Asato ma Sat gamaya"

Tamaso ma Jyothir gamaya

Mrityor ma Amritham gamaya"

(God bless Christ Nagar Alma Mater!)



NATIONAL ANTHEM

*Jana gana-mana-Adhinayaka, jaya he
Bharatha-bhagya-vidhatha.*

Punjab - Sindhu- Gujarat-Maratha

Dravida Utkala-Banga

Vindhya Himachala -Yamuna -Ganga

Uchala jaladhi-taranga

Tava subha name jage,

Tava subha asisha mage

Gahe tava jaya-gatha.

Jana-gana-mangala dayaka - jaya he

Bharatha-bhagya vidhatha

Jaya he, jaya he, jaya he

Jaya jaya jaya jaya he!

PLEDGE

*India is my country. All Indians are my brothers
and sisters. I love my country and I am proud of its
rich, varied heritage. I shall always strive to be
worthy of it.*

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

*To my country and my people I pledge my
devotion. In their well-being and prosperity alone
lies my happiness.*

CHRIST NAGAR CENTRAL SCHOOL (CBSE)
KOWDIAR P.O., TRIVANDRUM - 695 003

MANAGER

REV. FR Joseph Vattaparambil CMI

GOVERNING BODY

1. Rev. Fr Joseph Vattaparambil CMI
2. Rev. Fr Sebastian Kaduvathukkil CMI
3. Rev. Fr Dr Kurian Chalangady CMI
4. Rev. Fr Thomas Chennattusserry CMI
5. Rev. Fr Bino Pattarkalam CMI
6. Rev. Fr Joseph Sebastian Eenthumkuzhy CMI
7. Rev. Fr Tinto Pulinchuvallil CMI

MANAGING COMMITTEE

1. Rev. Fr Joseph Vattaparambil CMI (Manager)
2. Rev. Fr James Mullasserry CMI (Educational Councillor)
3. Rev. Fr Bino Pattarkalam CMI (Principal)
4. Rev. Fr Dr Kurian Chalangady CMI (Principal, ICSE)
5. Rev. Fr Thomas Chennattusserry CMI (Principal, IGCSE)
6. Rev. Fr Joseph Sebastian Eenthumkuzhy CMI (Principal, CNPS Attingal)
7. Rev. Fr Tinto Pulinchuvallil CMI (Bursar, Christ Nagar Schools)
8. Mr Thomas Mani P (Academic Co-ordinator)
9. Mr Sparjan Kumar IPS (Parent)
10. Mr I B Satheesh (Parent)
11. Mr Thomas K C (Parent)
12. Ms Roopa Prasannan (Parent)
13. Ms Jaya Jacob Koshy (Teacher)
14. Ms Jayalekshmi S (Office Staff)

MEMBERS OF THE STAFF

A. TEACHING STAFF

PRINCIPAL

Rev. Fr Bino Pattarkalam CMI, M.A., M.Ed.

VICE-PRINCIPAL

Rev. Fr Tinto Pulinchuvallil CMI, M.A.

SECTION HEADS

Ms Jaya Jacob Koshy, M.Sc., M.Ed.

Ms Ushakumari L K, M.A., B.Ed., SET

Ms Sheeja Sanathanan, B.A.,T.T.C., PGDCA

Ms Bina Viswanathan, B.Sc., B.Ed, P.P.T

English

- | | |
|-------------------------|------------------------------|
| 1. Ms Sheeja Sanathanan | B.A.,T.T.C., PGDCA |
| 2. Ms Vinitha Joseph | M.A., B.Ed. |
| 3. Ms Shini Maxwell | M.A., B.Ed. |
| 4. Mr Shyju S | M.A., B.Ed. |
| 5. Ms Lekshmi K | M.A., B.Ed., SET |
| 6. Ms Sai Vani V R | M.A., B.Ed., SET, CTET, KTET |
| 7. Ms Bindhu K Y | M.A., B.Ed., M.Phil |
| 8. Ms Renjana S L | M.A., B.Ed. |
| 9. Ms Elizabeth Koshy | B.Sc., M.A. |
| 10. Ms Rachel George | B.A., B.Ed. |

Malayalam

- | | |
|---------------------------|----------------------------|
| 11. Mr Thomas J Poovattil | M.A., B.Ed. |
| 12. Ms Bindhu Paul | M.A., B.Ed. |
| 13. Ms Reeja Das C | M.A., T.T.C. |
| 14. Ms Preena S | M.A., B.Ed. |
| 15. Mr Aby Tom Siby | M.A., B.Ed. |
| 16. Ms Neethu Baby | M.A., B.Ed., SET, NET, DCA |

Hindi

- | | |
|-----------------------|------------------------|
| 17. Ms Ushakumari L K | M.A., B.Ed., SET |
| 18. Ms Thara R Nair | M.A., DHT, SET |
| 19. Ms Archana S Nair | B.A., B.Ed., CTTC |
| 20. Ms Suja M S | M.A., B.Ed., SET, CTET |
| 21. Ms Aswany S Nair | M.A., B.Ed. |
| 22. Ms Divya Chandran | M.A., B.Ed. |

French

23. Ms Poornima R Thampi M.Sc., B.Ed.

History & Geography

24. Ms Archana M M.A., B.Ed.,CTET, SET
25. Ms Divya U M M.Sc., B.Ed.
26. Ms Dhanya S S M.A., B.Ed., SET
27. Ms Nisha S M.A., B.Ed., SET
28. Ms Meenakshi M.A., B.Ed., NET

Physics

29. Ms Yamuna Rani K M.Sc., B.Ed.
30. Ms Jasmin S Rajan M.Sc., B.Ed., SET, PGDCA
31. Ms Anupama S S M.Sc., B.Ed., SET, CTET
32. Ms Shibi V R M.Sc., B.Ed., SET, PGDCA

Chemistry

33. Mr G Devathas B.Sc., B.Ed.
34. Ms Sheeja Mary C Jacob M.Sc., B.Ed., SET, PGDCA
35. Ms Dithi M M.Sc., M.Ed

Biology

36. Ms Sajitha S S M.Sc., B.Ed., SET
37. Ms Sindhu Raghuvaran Nair M.Sc., B.Ed., LLB
38. Ms Jasmin Thomas M.Sc., B.Ed.
39. Ms Avina Murali M.Sc., B.Ed., CTET, SET
40. Ms Rajani S M.Sc., B.Ed., CTET, SET, MBA

Mathematics

41. Ms Jaya Jacob Koshy M.Sc., M.Ed.
42. Ms Asha Monica Mathew M.Sc., B.Ed., CTET
43. Ms Divya L R B.Sc., B.Ed., PGDCA
44. Ms Elizabeth V Thomas M.Sc., B.Ed.
45. Ms Shyni Antony M.Sc., B.Ed., KTET, SET
46. Ms Ashily Vasanth S M.Sc., B.Ed.
47. Ms Ranjana S Mony B.Sc., B.Ed., CTET
48. Ms Deepa A R M.Sc., B.Ed., SET, CTET
49. Ms Joyce James M.Sc., B.Ed., SET,
50. Ms Anuja L Mohan M.Sc., B.Ed.
51. Ms Jiji George M.Sc., PGDCA
52. Dr Prigimol Augustine M.Sc., M.Ed., Ph.D
53. Ms Sommy Ashok M.Sc., M.A., B.Ed.

Computer Science

- | | |
|-----------------------|-------------------|
| 54. Mr Shaji Joseph | B.Sc., PGDCA |
| 55. Ms Sreevidhya A R | MCA, M.Sc., PGDCA |
| 56. Ms Nidheena C | MCA |

School Counsellor

- | | |
|------------------------------------|------------------|
| 57. Sr Raysa Thayilkizhakethil S D | M.A. Counselling |
|------------------------------------|------------------|

Physical Training

- | | |
|-------------------------|---------------------------------------|
| 58. Ms Anithakumari P A | C.PEd, S.M. (Scout) Basic scout |
| 59. Mr Vincent D | M.P.Ed, M.Phil,
AFC Grass Root, DC |

Art, Music & Dance

- | | |
|-----------------------|-----------------------|
| 60. Mr Shafeek A | MFA |
| 61. Ms Lakshmi Rangan | MA Music |
| 62. Mr K Krishnakumar | B.Sc., Violin V Grade |
| 63. Ms Rajeswary M | MA, BFA |

Yoga

- | | |
|----------------------|----------------------|
| 64. Ms Prisa Thankan | TTC, Diploma in Yoga |
|----------------------|----------------------|

Band

- | | |
|--------------------|----------|
| 65. Mr Manoj Mohan | BA, HDSE |
|--------------------|----------|

KG Section

- | | |
|--------------------------|--|
| 66. Ms Bina Viswanathan | B.Sc., B.Ed, P.PT |
| 67. Ms Archa Jossy | M.Com, PGDCA,
PG International Montessori |
| 68. Ms Athira Pillai | MMS Montessori |
| 69. Ms Sarada Ushakumari | B.Sc., PCS,
PG International Montessori |
| 70. Ms Sujitha N S | B.A., T.T.C. |
| 71. Ms Deepa Nair M P | B.A., P.P., T.T.C. |
| 72. Ms Vineetha Sankar | B.A., MHRM,
PG International Montessori |
| 73. Ms Amala Agnes | B.A., Montessori |
| 74. Ms Amitha B Nair | B.A., Montessori, P.P.T.T.C |
| 75. Ms Susan Mathew | B.Sc., NTTTC |
| 76. Ms Viveka K | BFA |

B. NON TEACHING STAFF

a) *Library Staff*

- | | |
|------------------|-----------|
| 1. Ms Ashadevi L | Librarian |
|------------------|-----------|

b) *Office Staff*

- | | |
|-----------------------|------------------|
| 1. Ms Jayalekshmi S | Superintendent |
| 2. Ms Lalitha | L.D. Accountant |
| 3. Ms Manjusha S | L.D.C/DTP |
| 4. Mr Antony Varghese | L.D.C |
| 5. Ms Rani Joseph | Office Assistant |
| 6. Ms Archana Jith | L.D.C |
| 7. Ms Athira Raj | Store |

c) *Technical & Ministerial Staff*

1. Mr Maneesh George
2. Mr Rajesh R
3. Ms Beenakumari V P
4. Ms Rekha V
5. Ms Selvam L
6. Ms Sreekala A
7. Ms Manju A S
8. Ms Aruna Nair V
9. Ms Santha G
10. Mr Unni M
11. Mr Saji Kumar B
12. Mr Jaison Saji

CHRIST NAGAR CENTRAL SCHOOL (CBSE BOARD)

Christ Nagar Central School, started in 2005, at Kowdiar Campus got affiliated to the CBSE Board (1-8) in 2013-'14. As envisioned by Fr Kuriakose Elias Chavara, the founder of the CMI Congregation, CNS caters to the aspirations of a fast changing society, for quality education. The school has achieved credible laurels in every field. Christ Nagar always stands for excellence. The vision and mission is to lead every Christ Nagarigan to greater heights in life.

OUR VISION

*Quest for Wisdom
Imbibe Virtues
Strive for Excellence*

OUR MISSION

Christ Nagar Central School envisions a Holistic Education, instilling in our students a passion to seek true wisdom, imbibe virtues, with a clear focus on excellence, as to become catalysts in the globally transformed knowledgeable society.

CORE VALUES

*Faith in God
Moral Uprightness
Integrity
Empathy
Social Responsibility
Respect for Cultural Heritage
Pursuit of Excellence
Professional Competence*

CMI EDUCATION POLICY STATEMENT

As a CMI educational institution, the school regards education as an integral component, in the formation of the human person, needed for the fulfillment of his/her individual and social responsibilities.

The school aims at forming leaders who are intellectually competent spiritually mature, morally upright, psychologically integrated, physically healthy and socially acceptable, who are open to growth and will champion the cause of justice, love, truth and peace.

The school also aims at creating a just and human society where the dignity of the human person is respected, where unjust social structures are challenged, where our cultural heritage of ahimsa, religious harmony and national integration are upheld, where the poor and the downtrodden are specially taken care of.

The school is open to all students irrespective of caste and creed; they are accepted and cherished as they are and are helped to grow in their cultural, social and religious tradition. However, being an institution established by, and for, a minority community based on religion, the school gives preference to Christians in admission and appointment and has a special concern for the faith - formation of the Christian youth. The school expects students, parents and teachers to share the CMI vision of education and to co-operate with the school wholeheartedly.

OUR MOTTO

"I am

The way

The truth &

The life."

The perennial response to the age old aspiration of the Rishis of Arsha Bharata expressed in the Upanishadic prayer, "to lead us from darkness to light, from falsehood to truth and from mortality to immortality" (*"Asato ma Sat gamaya, Tamaso ma Jyothir gamaya, Mrityor ma Amritham gamaya"*) found in the words of Jesus Christ, "I am the Way, the Truth and the Life" is the motto of the school. The attainment of true knowledge makes one enlightened so that one can lead oneself and others in the path of truth to immortal life.

The Salient Features of the School

The school stands for excellence in academic and co-curricular activities of the students.

It is a community of students and teachers who live in the atmosphere of a family, loving and respecting each other.

It has professionally competent and morally upright teachers, who are committed to their lofty vocation of moulding the future citizens of our country as per our objectives.

It provides enrichment programmes to the high achievers, special coaching to the promising students, remedial coaching to the weak students and counselling facilities to all the students.

The school does not allow outside tuition for the students as it deprives the students of their learning time and their creative learning ability and confines them to spoon feeding.

There are various programmes in the school to help the students develop their creative and aesthetic talents along with their academic growth.

All the relationships in the school are characterized by love, justice, truth, partnership and mutual respect. The integrated development of any student is the soul concern of all.

ACADEMIC YEAR

The academic year is of twelve months duration from May / June to March / April. It is divided into two semesters. The first semester is from May to September, the second semester from October to March.

GENERAL RULES

The pupils of this school are expected :

- to participate fully in all the activities of the school,
- to observe faithfully the school rules of discipline and obey all duly constituted authorities,
- to cultivate loyalty and devotion to home, school and country,
- to develop healthy habits of mind and body by constant self-discipline,

- to acquire qualities of leadership and competency in the art of expression and persuasion,
- and to strive to be gentlemen and ladies and learn to serve and be helpful to others.

SCHOOL TIMING

The school time is from **8.00 a.m.** to **1.40 p.m.**

GENERAL DISCIPLINE

- Pupils must be in their classrooms by the first bell at **7.55 a.m.**
- On reaching the school the students should form a line and proceed to their respective classrooms in silence.
- Utilize the morning time for silent study till the bell goes for prayer/ assembly.
- At the second bell, on the days when there is school assembly, all should march to the place assigned to their respective classes on the assembly ground/hall. On the other days they sit in their classrooms in silence.
- At the third bell all stand up for prayer.
- At the end of the day before the students disperse, there will be a thanks-giving prayer led by one of the senior class leaders.
- Show respect to your Principal, teachers, non teaching staff and elders by greeting them.
- Respect each other and always lend a helping hand.
- Stand still during prayer and National Anthem, wherever you are.
- Be eco-friendly; and keep your school compound green.
- Students in school uniform are not expected to loiter in the shops, hold birthday party or any treat for friends in the restaurants.
- Be in line and in perfect silence while moving out to the lab, auditorium, chapel and playground.
- Behave honestly in the examination halls. Malpractices of any sort will be seriously dealt with.

- On entering the lab and the library, students should keep their shoes on the shoe rack outside. Shoes should not be placed on the carpet at the threshold.
- Don't dash and hit against others including teachers.
- Learn to use polite expressions like 'sorry', 'thank you', 'welcome' etc. as and when they are required to be used.
- Students are not expected to use notice board as mirror to comb the hair.

COMMUNICATION

- English is the medium of communication and so it is mandatory that all the students speak English in the school compound.
- Always use polite words when you communicate with others.
- Insulting and abusive expressions are strictly forbidden in the school compound.

CODE OF CONDUCT

- Students should be habitually clean and neatly dressed. No student should come without school uniform.
- Boys should wear vests under the shirt.
- Boys are not expected to wear low waist trousers in the school.
- Girls should wear tights under their skirt.
- They are not expected to shorten their overcoat and the sleeves of the shirt.
- No girl is permitted to let loose her hair and remain in the class.
- Girls of class 1-11 should neatly braid their hair and use maroon ribbons.
- Only black hair bands are allowed.
- Gold ornaments are not allowed in the school.
- On special occasions students should wear modest dress. Sleeveless tops, tight bottoms, party wear etc are not allowed in the school.

- T shirt is not generally allowed in the campus on special occasions: Even when it is allowed, those without collars are prohibited.
- Socks and inner wears should be washed daily and be hygienic.
- Any student who requires exemption from wearing uniform for a specific period should get written permission from the Principal.

In the classroom

- Arrange the classroom neatly before the class starts.
Do not litter papers and sweet wrappers.
- White/Blackboard, chalk, table and chair are meant only for the use of teachers.
- Benches and desks should be kept neat.
- Don't sit on the desk.
- Scribbling and drawing on the desks and walls will be seriously dealt with.
- Bring only the study materials to the classroom.
- CD, pen drive, memory card, iPod and such other gadgets are strictly forbidden in the classroom and school compound.
- All the students should stand up and wish the teachers when they enter the class and should thank them when they leave.
- Students are not expected to stand around the teacher's table to clear the doubts or for any other purpose.
- Going to the toilet frequently during the class time is not advised.
- Students are not expected to come out of the classroom after every period and roam about on the corridor.
- After the breaks, the students should enter the class room at the bell without fail.
- In the absence of a teacher, the monitors may stand near the table and maintain discipline till the substitute teacher comes.
- Munching or chewing and drinking water during the class hours is not allowed.

- No pupil shall disturb other classes at work on the flimsy pleas like getting the loan of pencil, pen or book etc. from any of his/her friend.
- Throwing things like pencil, eraser, ruler, books etc. to others should be avoided.
- Be attentive in the class. Misbehaviour of any sort will be seriously dealt with.
- Strict discipline should be observed in the classroom.
- During intervals students are advised not to play inside the classrooms or to run across the corridors or in the auditorium.
- Always keep to the left while walking along the corridors.
- Don't move about in clusters or club together.
- Don't drag your feet while walking along on the verandah.
- Do not lean and stamp on the wall.
- Don't jump up and try to hit the objects or roof overhead.
- Students are not expected to enter the staff room unnecessarily or stand in groups in front of it. In case of necessity, only one student is expected to enter.

PE Classes

- Students are expected to go to the playground in line.
- No student is exempted from PE class. If any exemption is required on health grounds, a written request from the parents should be produced in advance and sanction from the Principal must be acquired.

School Dispersal

- When the school disperses, the students should leave the classroom in line.
- Switch off the fans and the light points while going out of the class.
- The students going by private vehicles are allowed to come out first. They should be followed by our school bus students. They should maintain the queue system. Immediately after that, all other categories of students have to move out of the school.

- Students are not expected to group in the porch and remain talking.
- Volunteers on each floor should see to the smooth and disciplined movement of the students at the time of dispersal.

Use of Washrooms

- Toilets are provided section wise. Keep them neat and clean.
- Flush the urinals after use.
- Don't scribble on the walls of the toilet.
- Close the taps to avoid waste of water.

School Bus

- Behave properly in the bus and use decorous language while talking to each other.
- Follow strictly 'the rule of the road'. While walking to the boarding point, neither should you cluster nor should you walk putting your hands on others' shoulders.

Uniform - Boys (Std I To IV)

- Hair cut should be done at regular intervals. Caps are not allowed to be worn in the school building.
- Studs are not allowed.
- Trousers should be worn above the hip. Shirt should be inserted in such a way that the school belt should be seen properly. Shorts should reach upto the knee.
- Tie should be worn properly.
- No fashionable bands other than the customary threads are allowed to be worn on the wrist.
- Finger rings are not allowed.
- Well polished black, flat ordinary shoes are insisted.

Uniform - Girls (Std I To IV)

- Hair should be neatly braided and tied with maroon ribbons.
- Wear only studs. Nose studs are not allowed. No additional studs or earrings should be worn.

- Tie & ID card should be worn properly.
- Pinafore should not be too tight. Double locked pleated pinafore is a must.
- No bands are allowed to be worn on the wrist other than the customary threads. Tattoos or mehendi are not allowed.
- Nails should be cut and cleaned regularly, nail polish & finger rings are not allowed.
- Pinafore should not be short and it should exceed to the knee. Should wear cycling shorts without fail.
- Socks should be tight and stretched properly.
- Well polished black, flat ordinary shoes are insisted.

Uniform - Boys (UP, HS & HSS)

- Hair cut should be done at regular intervals. Not allowed to wear any kind of caps inside the school building.
- Studs are not allowed. Neck-tie should be worn properly.
- Pants should be worn above the hip and no low-waist is allowed. The shirt should be inserted in such a way that the school belt should be seen properly.
- Pants should be stitched with pleats. Tight pants and shirts are not allowed.
- No fashionable bands are allowed to be worn on the wrist other than the customary threads.
- Finger ring is not allowed.
- The bottom of the pants from the knee should be comparatively smaller than that of the upper part. (No bell bottoms)
- Well polished black, flat ordinary shoes are insisted.
- Boys should not grow beards/side burns.

Uniform - Girls (UP, HS & HSS)

- Neck-tie should be worn properly.
- Wear only studs. Nose studs are not allowed. No additional studs or earrings should be worn.
- Hair should be neatly braided and maroon ribbons are compulsory.

- Overcoats should not be worn too tight.
- No bands are allowed to be worn on the wrist other than the customary threads.
- Nails should be cut and cleaned regularly, nail polish & finger rings are not allowed.
- Skirts should not be short and should exceed to the knee. Should wear cycling shorts without fail.
- Socks should be tight and stretched properly.
- Well polished black, flat ordinary shoes are insisted.
- Tattoos or mehendi are not allowed.

AN APPEAL TO PARENTS/GUARDIANS

It is an established fact that education begins at home. Whole hearted co-operation of the parents is highly essential for the proper grooming of the child.

Parents/Guardians are requested :

- To ensure that their ward brings text books, note books and other study materials to school according to the time table provided.
- To check the handbook daily, give your consent or signature wherever necessary.
- To ensure that their ward does not use or bring CD, camera and other electronic gadgets to school.
- To encourage their ward to participate in school activities.
- To bring to the attention of the Principal and teachers any peculiar habits or traits of character that they find in their ward.
- To contact the class teachers over the phone at assigned times. Please avoid calling the teachers on trivial matters.
- Principal may be contacted only on urgent and pressing matters.
- Make sure that you attend all the meetings convened to discuss the progress of your ward.
- To ensure that your ward is not breaking the Motor Vehicles

- Act. Students should not use two wheeler/four wheeler without getting license. Coming to school on two wheeler is strictly prohibited.
- Parents can make use of the interactive website facility - The URL of our website is : www.christnagarschools.org
 - A parent who wants to meet the teacher during working hours should fill a format and get it signed by Principal. The format is available in the office.
 - Put up a request letter in the handbook in the space for early leaving if the parent wants to take their ward early on the working day.
 - Parent should not send anyone else to collect their ward/wards during school hours. They should come personally and meet the Principal in the case of emergency.
 - Please ensure that your ward attends slow learners program (mentoring/remedial class) if needed.

Co-operate with school authorities in grooming the child to become a good citizen.

ADMISSION

Students are admitted to the school at the beginning of every academic year. New admissions are made on the basis of the students' performances in the school they studied last and also on the basis of their performance in the entrance test. As per rules new students will be admitted to Lower KG during the month of October of the previous academic year.

Admission to other standards may be given according to the availability of seats based on an entrance test held during the last week of April or in the first week of May.

LEAVE OF ABSENCE

Regular attendance is expected of every student. No student shall absent himself/herself from the class without the prior permission of the class-teacher or Principal. If prior permission cannot be obtained for reasons beyond control, an application for

leave (in due form) signed by the parent/guardian should be sent to the Principal on the first day of attending class.

In the case of absence for more than one day, a leave letter should be attested by the Principal.

In the case of absence owing to illness, a medical certificate should be submitted.

No leave of absence will be granted for monthly or terminal examination. Absence from test papers and examinations will be considered a serious breach of school discipline. In case of illness, a medical certificate should be sent.

No student will be sent home, even in urgent need unless a duly authorized person comes to take him/her home.

Absence without leave or unexplained absence for more than 15 days renders the student liable to have his/her name struck off the rolls. Re-admission may be sought remitting a fee of Rs.350/-.

Promotion

Promotion is granted on the basis of the general progress of the pupil during the academic year, not merely on the results of the annual examinations. The records of periodic tests, monthly tests, terminal examinations, etc., will be taken into account at the time of promotion.

In the terminal examinations ranks are given only to those who pass in all the subjects. The students who secure 90% and above in all the subjects get ruby star, the students who secure 80% and above get the gold star, those who secure 70% and above get the silver star and those who secure 60% and above get the blue star. These medals are ever rolling and will not become the bearer's property.

A minimum attendance of 85% of the total working days of the academic year is compulsory for promotion.

Results declared at the end of the year are final in all cases and will not be reconsidered.

ASSESSMENT

- (i) Assessment of theory/practical papers in external subjects shall be in numerical scores. In addition to numerical scores, the Board shall indicate grades in the marks sheets issued to the candidates in case of subjects of external examinations. In case of internal assessment subjects, only grades shall be shown.

Letter grades on a nine-point scale shall be used for subjects of external examinations. However, for subjects of internal examination in Class X the assessment shall be made on a five point scale i.e. A,B,C,D & E.

- (iii) The grades shall be derived from scores in case of subjects of external examination. In case of subjects of internal assessment, they shall be awarded by the schools.
- (iv) The qualifying marks in each subject of external examination shall be 33% at Secondary/Senior School Certificate Examinations. However at Senior School Certificate Examination, in a subject involving practical work, a candidate must obtain 33% marks in the theory and 33% marks in the practical separately in addition to 33% marks in aggregate, in order to qualify in that subject.
- (v) For awarding the grades, the Board shall put all the passed students in a rank order and will award grades as follows

A-1 Top 1/8th of the passed candidates

A-2 Next 1/8th of the passed candidates

B-1 Next 1/8th of the passed candidates

B-2 Next 1/8th of the passed candidates

C-1 Next 1/8th of the passed candidates

C-2 Next 1/8th of the passed candidates

D-1 Next 1/8th of the passed candidates

D-2 Next 1/8th of the passed candidates E Failed candidates

Co-Scholastic Activities : For the holistic development of the students, co-curricular activities will be carried out by the teachers

and will be graded on a 3-point grading scale for std VI-VIII and on a 5-point grading scale for std IX and X.

Christ Nagar Internet Club and Web-site

We have an interactive website (www.christnagarschools.org/state) where all the details regarding the school is available. The parent can get the details of progress of their wards in studies, discipline etc. from the above site.

The school has a BSNL Broadband connection. Christ Nagar Internet Club provides the facility to the students and teachers to browse the internet after school hours from 2.00 pm to 4.00 p.m.

For the attention of parents:

- Ensure the use of computer and internet by your ward under your supervision.
- Educate them to utilize the social media carefully.
- Encourage them to respect others and to avoid using remarks that may hurt/ damage the reputation of another person.
- Make sure the sites that your wards visit are meant for reference work.
- Direct them to concentrate on the positives of the digital world.
- Mobile phone, pendrive, CDs, IPod are strictly prohibited in the school.

The School Library

We have a good school library with more than 20,000 books and more than 15 periodicals. The Reference Section has a variety of standard encyclopedias, dictionaries and standard reference books.

The library, which is fully computerized and bar code enabled, is successfully managed by a qualified librarian and

assistants. They are always ready to render any help to the users of the library.

Pay attention to the following.:

- Maintain silence in the library hall.
- ID card is compulsory for all library transactions.
- Short story books & fiction are issued for a week.
- Return the book after the stipulated time.
- Renewal has to be done if needed.
- Internet facility is for the staff only.
- Reference books will be issued only through teachers or Principal.
- Tampering, tearing pages, damaging and loss of the book will invite penalisation.
- Newspapers, periodicals, journals can be used during the library period only.
- Ensure the safe keeping of the books or periodicals from where these have been taken.
- Bags and baggage are to be kept outside the library hall.
- **We have photo copier close to the library.**
- Students can take copies of any relevant articles from the reference section of the library.
- This facility can be made use of only during break time.

School Bus

The school provides transportation facilities to students. The parents who want to send their children to school by school bus should apply for it to the Principal at the beginning of the academic year.

The bus fees will be collected in three instalments along with the school fees.

The school bus facility should be availed of for an entire term. One month's notice in writing shall be given for discontinuance of the bus facility.

Requests for change of boarding points should be made in writing one month in advance. Nobody without a valid bus pass will be allowed to board the bus. Loss of the pass should be reported promptly to the office.

Commuting by school bus is an occasion for the pupils to cultivate good habits like patience, forbearance, tolerance, sympathy, team spirit, co-operation and consideration for others. Gentlemanly and exemplary behaviour is expected of all the students in the bus and at the boarding points where they wait for the bus. Strong and prompt disciplinary action will be taken against the students who misbehave.

If the school bus fails to ply on any day on account of some unforeseen difficulty, the students should come to school by other means. No complaint will be entertained on such issues.

Science Labs

The school has three well-furnished science laboratories - Physics, Chemistry and Biology. All the labs are built with safety measures and they are student-friendly. Each lab is fully equipped with apparatuses as per the syllabus requirements and can accommodate 60 students at a time.

Students are expected to:

- Maintain discipline.
- Attend the practical classes regularly.
- Record work has to be completed simultaneously.
- Leave of absence should be reported and practical classes, to make up for the loss, are to be taken without delay in consultation with the teacher in charge.
- Apparatus & equipment are to be handled with care.
- Any wilful damage will lead to penalty.
- Co-operate with the lab assistants for the smooth conduct of practical classes.

Computer Labs

We have an air-conditioned computer lab with dual core desktop computers with 2GB RAM. All the machines are networked and have access to internet.

- Students are to move in a line accompanied by the teacher to the lab.
- Foot wear & bags are to be kept outside.
- Strictly follow the instructions of the lab assistant.
- Misuse of facility will be strictly dealt with.
- Attendance is compulsory for practical classes.
- Record work has to be submitted in the stipulated time.
- Avoid crowding during dispersal.

Audio-visual Room

The school has a well-equipped audio-visual room with computers, a LCD projector, and audio systems.

- Silence has to be maintained .
- Move in a line throughout while entering and leaving the room.
- Arrange the chairs and board properly after the class.
- Footwear & baggage are to be kept outside.
- Any kind of damage will invite penalty.

Counselling Centre

The Counselling Centre helps the children in the holistic development of their personality by imparting right values and attitudes towards oneself and the society at large. It also helps the students who are disturbed psychologically, socially, emotionally or situationally. The Centre provides systematic ways to help the students learn personality adjustments. The Counselling Centre offers remedial systems for students whose inadequate motivational factors have prevented them from achieving their full potential. The Counsellor is available in the school from 8.00 am to 1.30 pm. The parents can avail the services of Counselling Centre.

School Office

The normal administrative work and routine office transactions like issue of certificates, financial transactions and maintenance of the office records, etc. will be done in the school office attached to the Principal's room.

The school office is open to the public from 8.00 a.m. to 4.00 p.m

Fees

The school collects fees for twelve months, in three instalments. The first term fee can be remitted from April to the end of May. A fine of Rs. 50 will be charged after June 15 and Rs.100/- in July.

If the fee is not remitted, the name of the student will be removed from the roll and he will not be readmitted without special permission of the Principal paying a readmission fee of Rs. 350/-.

In the case of the second term fees, it may be remitted without fine in September, with a fine of Rs.50/- in October and with a fine of Rs.100/- in November and thereafter with the re-admission fee of Rs.350/. For the third term, fee can be remitted without fine in January, with a fine of Rs.50/- on February 15 and with a fine of Rs.100/- on February 28.

For new admissions an admission fee of Rs.300/- PTWA registration fee of Rs.100/-, and caution deposit Rs.400/- will be collected at the time of admission.

The fee will be collected at **Vijaya Bank**, Devaswom Board Junction.

The fee rates and other details of the fees will be published on the notice board.

Co-curricular Activities

To develop the varied interests and different talents of the pupils we provide ample opportunities through several co-curricular activities. Students are given training in music, painting and other art forms. Besides formal coaching in music and art, they are given opportunities to get involved in artistic, cultural and social activities, through various associations and clubs. Participation in one of the co-curricular activities is compulsory. In the continuous and comprehensive evaluation of the students the performance of one or two co-curricular activities will be graded and the marks will be entered in the certificate.

Literary Association

One of the most important forms of developing creative talents in the literary, artistic and cultural fields is the weekly meeting of

the Literary Association. The class-teacher gives necessary guidance and directions to the students for conducting these meetings in the most useful way. The elected secretary of the association organizes the meeting in consultation with the class-teacher.

Besides the regular weekly literary associations in classes, students are expected to join and participate actively in at least two of the following organizations.

The Social Service League

We live in a world where there are very rich and utterly poor people. The poor are often neglected. We often forget our duty towards the poor and the needy. This league tries to inculcate in the minds of our young ones responsibility towards the neglected and poor and create a love for serving them in their needs.

The Science Club

This is meant to create in our students increased interest in, and love for, the day-to-day scientific achievements of the modern world. This will help to tickle their curiosity to know more about the thrilling and marvelous contributions modern science has offered to humanity. Ultimately, this will help the student to equip himself with the creative mind needed to eradicate poverty and misery from the face of the earth.

The Nature Club

The main objective of this club is to help the pupils to live in harmony with nature. It also helps to create in them, an awareness of the problems related to eco-system. Developing inter-school relations, helping the students to become self-reliant, and equipping them to take apt decisions in a crisis are some of the features of this club.

Hindi Club

Chirag - Hindi Club's aim is to create interest and love in our students for our National Language - Hindi.

Malayalam Club

Thoolika - Malayalam Club was organised to inspire and motivate the students to develop interest in their mother tongue - Malayalam.

Music Club

Confluence - The Music Club is meant to flourish and develop the talents of children in Music.

English Club

Angloscope - The English Club aims at instilling the linguistic interest in the students and developing good communication skills in the same. It tries to elevate their literary abilities.

Maths Club

Mathemagica - Maths Club was formed for developing the interest of students in Maths and also to develop its usage in daily life.

Social Science Club

Eons - The Social Science club was organised to develop an awareness about the problems faced by the different countries of the world, which will help to develop civic sense.

Health and Awareness

The health and awareness club was raised with the intention of developing a healthy approach with regard to food and exercise.

Quiz Forum

This is a special forum which prepares students for various quiz competitions. Students are enrolled in it after a preliminary test.

School-band Troupe and the Choral Society

Those who have a taste for, and interest in music can be members of the band with due permission from the Principal and the parents. The school provides a forty - piece band and an expert teacher.

The students who are gifted with musical talents can be members of the Choral Society. They are given special coaching in Western and Carnatic music besides the regular classes in music under the guidance of expert teachers.

Manuscript Magazines

Every division of a class from V to XI is to produce during the academic year, a handwritten class magazine which consists of articles in various languages, drawings, cartoons, paintings, etc., of the students. It is published under the guidance of the class teacher. The selections from these may appear in the School Annual Magazine. This will provide a forum for our budding poets, writers and artists to develop their creative talents.

Study Tour and Field Trips

Educational tours and excursions to places of historical or national importance are conducted for seniors and juniors separately, during the academic year. Small children are taken to picnic spots for one-day trips.

Parent - Teacher and Well-Wisher Association (PTWA.)

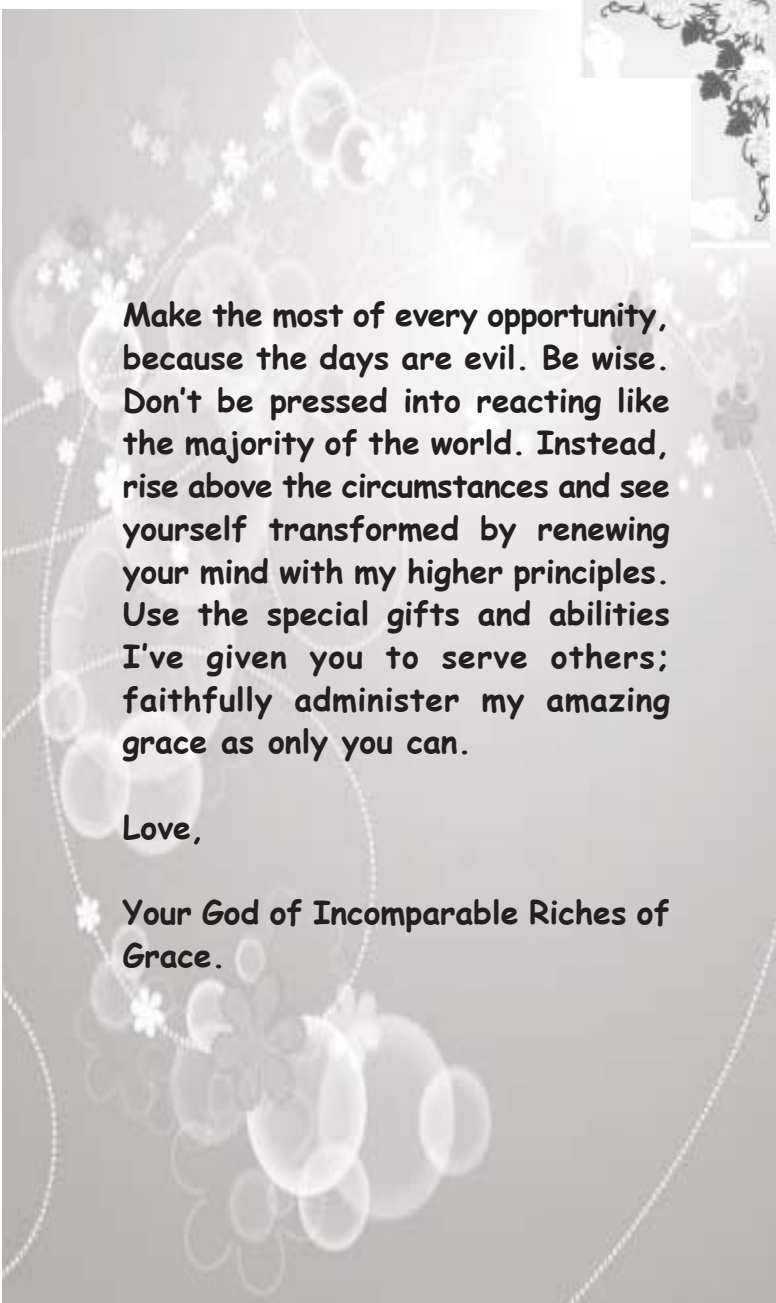
The Parent - Teacher and Well-Wisher Association of the school is constituted of the parents of the students of Christ Nagar School, the teachers and the staff of the school and the Well-Wishers whose names are registered in the Well-Wishers Register of the Christ Nagar School. The aim of the Association is to help the Management in the smooth and efficient running of the school and in planning and executing the developmental and other innovative activities of the school so that it may best achieve the lofty ideals of education at the secondary level. The parents shall pay a membership fee of Rs.100/- at the time of the admission of their student and an annual subscription of Rs. 100/-.

Endowments for Scholarships

The following endowments are instituted by various benefactors for the outstanding students of the school, to be awarded on the School Day.

1. **Master Sharook Abu Memorial Gold Medal.** This Medal was instituted in memory of Master Sharook Abu who passed away on February 17, 2012, while he was studying in Std X CBSE. The Medal is instituted by his parents Mr Aboobakar K and Dr. Sajeeda Begum for the student who secures the highest marks in mathematics in class X.
2. **St. Chavara Canonization Memorial Gold Medal :** St. Kuriakose Elias Chavara was canonized on 23 Nov. 2014 by Pope Francis at Rome. This Medal was instituted by the Management to commemorate this particular date and its importance. It is awarded to the student who secures the overall best result in the CBSE examination.





Make the most of every opportunity, because the days are evil. Be wise. Don't be pressed into reacting like the majority of the world. Instead, rise above the circumstances and see yourself transformed by renewing your mind with my higher principles. Use the special gifts and abilities I've given you to serve others; faithfully administer my amazing grace as only you can.

Love,

Your God of Incomparable Riches of Grace.



A MODEL DAILY PROGRAMME

5.00 a.m.	To rise
5.30 a.m. to 6.30 a.m.	Prayers, Study
6.35 a.m. to 7.00 a.m.	Breakfast, Newspaper reading and to school
8.00 a.m. to 1.40 p.m.	At school
2.00 p.m. to 3.00 p.m.	Back home, Lunch
3.00 p.m. to 4.00 p.m.	Study, Homework
4.00 p.m. to 5.00 p.m.	Games, Bath
5.00 p.m. to 7.00 p.m.	Study
7.00 p.m. to 7.30 p.m.	T.V. time, News
7.30 p.m. to 9.30 p.m.	Study time
9.30 p.m. to 10.00 p.m.	Dinner
10.00 p.m. to 10.15 p.m.	Prayer
10.15 p.m.	To bed

N.B: Study the above daily programme carefully and prepare your own programme in consultation with your guardian and write it down in the space provided on page 35.



MY DAILY PROGRAMME

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Signature

Student.....

Guardian.....

Class Teacher.....

TWENTY DOs AND DONTs OF CHRIST NAGARIANS

1. Depend more on God, less on self
2. Share the truth, don't hoard it.
3. Be world-minded, not local-minded.
4. Go among people, don't avoid them.
5. Aim to serve, not to be served.
6. Push on, don't stand still.
7. Be gentle, don't hurt.
8. Submit ideas, don't impose them.
9. Be optimistic not pessimistic.
10. Cheer up, don't depress.
11. Be more of a "go-giver" than a "go-getter".
12. Be daring, not timid.
13. Admit your mistakes, don't deny them.
14. Be humble, not proud.
15. Inspire confidence, don't dishearten.
16. Disagree without being disagreeable.
17. See both points of view, not merely your own.
18. Be patient not impetuous.
19. Be a doer, not just a talker.
20. Don't flee suffering, use it.



CALENDAR
2018-2019



MAY 2018

1	Tue		May Day
2	Wed		
3	Thu		
4	Fri		
5	Sat		
6	Sun	H	
7	Mon		
8	Tue		
9	Wed		
10	Thu		
11	Fri		
12	Sat	H	2nd Saturday
13	Sun	H	
14	Mon		Mother's Day
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat		Orientation Programme for Teachers
20	Sun	H	
21	Mon		
22	Tue		
23	Wed		
24	Thu		Common Wealth Day
25	Fri		
26	Sat		
27	Sun	H	
28	Mon		Empowerment Programme for Teachers
29	Tue		”
30	Wed		
31	Thu		Anti-Tobacco Day

JUNE 2018

1	Fri		First Friday Mass
2	Sat		
3	Sun	H	
4	Mon		Classes begin for UKG & Std I-IX
5	Tue		Academic Council Meeting / World Environment Day
6	Wed		Classes begin for LKG / Official Re-opening / Subject Council Meeting
7	Thu		
8	Fri		
9	Sat	H	2nd Saturday
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		Class begins for XI
14	Thu		
15	Fri	H	Id-ul-Fitr
16	Sat		
17	Sun	H	
18	Mon		
19	Tue		
20	Wed		Investiture Ceremony
21	Thu		International Yoga Day
22	Fri		
23	Sat		
24	Sun	H	
25	Mon		
26	Tue		
27	Wed		
28	Thu		Star Day
29	Fri		
30	Sat		

JULY 2018

1	Sun	H	
2	Mon		
3	Tue	H	St. Thomas Day
4	Wed		Academic Council Meeting
5	Thu		Subject Council Meeting
6	Fri		First Friday Mass / Class Assembly of Std X
7	Sat		
8	Sun	H	
9	Mon		
10	Tue		
11	Wed		World Population Day
12	Thu		
13	Fri		Students Day
14	Sat	H	2nd Saturday
15	Sun	H	
16	Mon		Class Assembly of Std V
17	Tue		
18	Wed		
19	Thu		Youth Festival
20	Fri		Youth Festival
21	Sat		Interhouse Competition
22	Sun	H	
23	Mon		
24	Tue		
25	Wed		Assessment-I for Class XI / Periodic Test -1 for Classes I-X
26	Thu		”
27	Fri		”
28	Sat		”
29	Sun	H	
30	Mon		Periodic Test -1
31	Tue		”

AUGUST 2018

1	Wed		
2	Thu		Academic Council Meeting
3	Fri		First Friday Mass / Subject Council Meeting
4	Sat		
5	Sun	H	
6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		Class Assembly of Std XI
11	Sat	H	2nd Saturday / Karkkidaka Vavu
12	Sun	H	
13	Mon		
14	Tue		Class Assembly of Std III & IV
15	Wed	H	Independence day
16	Thu		
17	Fri		Onam Celebrations / School closes for Onam Vacation
18	Sat		
19	Sun	H	
20	Mon		
21	Tue		
22	Wed	H	Bakrid
23	Thu		
24	Fri	H	First Onam
25	Sat	H	Thiruvonam
26	Sun	H	Third Onam
27	Mon	H	Fourth Onam, Sree Narayana Guru Jayanti
28	Tue	H	Ayyankali Jayanti
29	Wed		School Re-opens after Onam Vacation / National Sports Day
30	Thu		
31	Fri		

SEPTEMBER 2018

1	Sat		
2	Sun	H	
3	Mon		
4	Tue		Academic Council Meeting
5	Wed		Teachers' Day / Subject Council Meeting
6	Thu		Class Assembly of Std IX
7	Fri		First Friday Mass
8	Sat	H	2nd Saturday / World Literacy Day
9	Sun	H	
10	Mon		
11	Tue		
12	Wed		
13	Thu		
14	Fri		Annual Athletic Meet
15	Sat		
16	Sun	H	World Ozone Day
17	Mon		
18	Tue		
19	Wed		
20	Thu	H	Muharam
21	Fri	H	Sree Narayanaguru Samathi Day / International Peace Day
22	Sat		
23	Sun	H	
24	Mon		
25	Tue		
26	Wed		
27	Thu		Half Yearly Exam for Classes I-VIII & XI Periodic Test - II for classes IX & X
28	Fri		
29	Sat		World Heart Day
30	Sun	H	

OCTOBER 2018

1	Mon		
2	Tue	H	Gandhi Jayanthi
3	Wed		Academic Council Meeting
4	Thu		Subject Council Meeting
5	Fri		First Friday Mass
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thu		Arts Fair
12	Fri		Class Assembly of Std VIII
13	Sat	H	2nd Saturday
14	Sun	H	
15	Mon		
16	Tue		
17	Wed		LP Sports Day
18	Thu	H	Mahanavami
19	Fri	H	Vijayadasami
20	Sat		
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		
25	Thu		Science Fair
26	Fri		Science Fair
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		
31	Wed		

NOVEMBER 2018

1	Thu		Kerala Piravi
2	Fri		First Friday Mass / Academic Council Meeting
3	Sat		Subject Council Meeting
4	Sun	H	
5	Mon		
6	Tue	H	Deepavali
7	Wed		
8	Thu		
9	Fri		Class Assembly of Std VII
10	Sat	H	2nd Saturday
11	Sun	H	
12	Mon		
13	Tue		
14	Wed		Children's Day / Class Assembly of Std I & II
15	Thu		
16	Fri		
17	Sat		
18	Sun	H	
19	Mon		National Integration Day
20	Tue	H	Nabidinam
21	Wed		
22	Thu		
23	Fri		
24	Sat		
25	Sun	H	
26	Mon		
27	Tue		
28	Wed		
29	Thu		
30	Fri		Class Assembly of Std VI

DECEMBER 2018

1	Sat		
2	Sun	H	
3	Mon		
4	Tue		Academic Council Meeting
5	Wed		Subject Council Meeting
6	Thu		
7	Fri		X'Mas Celebration / First Friday Mass
8	Sat	H	2nd Saturday
9	Sun	H	
10	Mon		
11	Tue		
12	Wed		Periodic Test - II for Std I-IX & Assessment-II for Std XI / First Model Exam for Std X
13	Thu		
14	Fri		
15	Sat		
16	Sun	H	
17	Mon		
18	Tue		
19	Wed		
20	Thu		
21	Fri		School Closes for X'mas Vacation
22	Sat		National Mathematics Day
23	Sun	H	
24	Mon		
25	Tue	H	Christmas
26	Wed		
27	Thu		
28	Fri		
29	Sat		
30	Sun	H	
31	Mon		

JANUARY 2019

1	Tue		New Year
2	Wed	H	Mannam Jayanthi
3	Thu	H	Founder's day
4	Fri		School Re-opens after X'mas Vacation First Friday Mass
5	Sat		
6	Sun	H	
7	Mon		Academic Council Meeting
8	Tue		Subject Council Meeting
9	Wed		
10	Thu		
11	Fri		Annual Day
12	Sat	H	2nd Saturday / National Youth Day
13	Sun	H	
14	Mon		Second Model Exam for class X
15	Tue		
16	Wed		
17	Thu		
18	Fri		
19	Sat		
20	Sun	H	
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		
26	Sat	H	Republic Day
27	Sun	H	
28	Mon		Periodic Test - III for Std I-VIII Assessment III for Std XI
29	Tue		
30	Wed		Martyrs' Day
31	Thu		

FEBRUARY 2019

1	Fri		First Friday Mass
2	Sat		
3	Sun	H	
4	Mon		Academic Council Meeting
5	Tue		Subject Council Meeting
6	Wed		
7	Thu		
8	Fri		
9	Sat	H	2nd Saturday
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun	H	
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		
23	Sat		
24	Sun	H	
25	Mon		Annual Exam begins for Std I-VIII
26	Tue		
27	Wed		
28	Thu		National Science Day

MARCH 2019

1	Fri		First Friday Mass
2	Sat		
3	Sun	H	
4	Mon	H	Sivarathri
5	Tue		Academic Council Meeting
6	Wed		Subject Council Meeting
7	Thu		
8	Fri		
9	Sat	H	2nd Saturday
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		
17	Sun	H	
18	Mon		
19	Tue		
20	Wed		
21	Thu		
22	Fri		World Water Day
23	Sat		
24	Sun	H	
25	Mon		
26	Tue		
27	Wed		
28	Thu		
29	Fri		School Closes for Summer Vacatiion
30	Sat		
31	Sun		

APRIL 2019

1	Mon		
2	Tue		
3	Wed		
4	Thu		
5	Fri		Annual Result
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat	H	2nd Saturday
14	Sun	H	Dr Ambedkar Jayanti
15	Mon	H	Vishu
16	Tue		
17	Wed		
18	Thu	H	Maundy Thursday
19	Fri	H	Good Friday
20	Sat		
21	Sun	H	Easter
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		
31	Wed		

NAMES OF TEACHERS

Class Div Class Teacher

SL Subject Name of Teacher

1

2

3

4

5

6

7

8

9

10

11

NAMES OF TEACHERS

Class Div Class Teacher

SL	Subject	Name of Teacher
12		
13		
14		
15		
16		
17		
18		
19		
20		
21		
22		

LEAVE RECORD

Date of Application/ Submission	No. of days	Reason of Absence	Signature of Parent	Signature of Class Teacher

- * Leave letter should be given to the class teacher signed by the parent / guardian.
- * Leave letter should be countersigned by the Principal if it is more than 2 days.

LEAVE RECORD

Date of Application/ Submission	No. of days	Reason of Absence	Signature of Parent	Signature of Class Teacher

RECORD OF LATE COMING

Date	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
1										
2										
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30										
31										
Total										

RECORD OF INCOMPLETE UNIFORM

Date	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
1										
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29										
30										
31										
Total										

TEACHER'S PAGE

Name		Std.
Date	Communication/Message with the signature of the teacher	Parent's Signature

There is no shortcut to success

TEACHER'S PAGE

Name		Std.
Date	Communication/Message with the signature of the teacher	Parent's Signature

TEACHER'S PAGE

Name		Std.
Date	Communication/Message with the signature of the teacher	Parent's Signature

There is no shortcut to success

TEACHER'S PAGE

Name		Std.
Date	Communication/Message with the signature of the teacher	Parent's Signature

There is no shortcut to success

TEACHER'S PAGE

Name		Std.
Date	Communication/Message with the signature of the teacher	Parent's Signature

TEACHER'S PAGE

Name		Std.
Date	Communication/Message with the signature of the teacher	Parent's Signature

PARENT'S PAGE

Name		Std.
Date	Communication/Message with the signature of the Parent	Teacher's Signature

Make hay while the sun shines

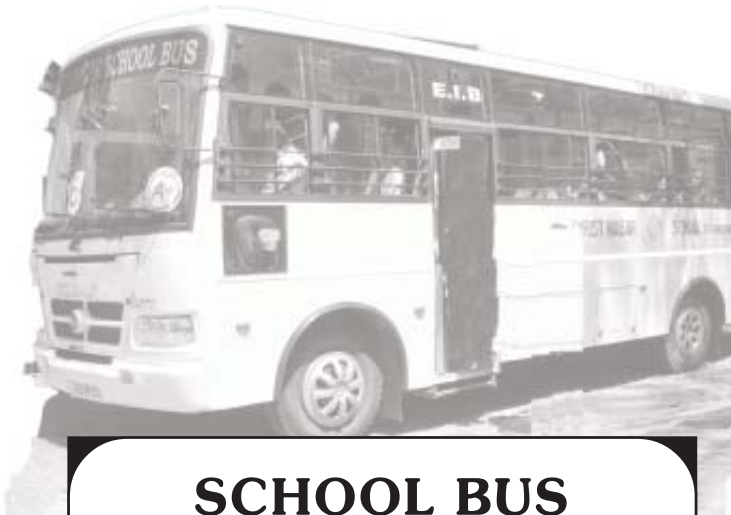
PARENT'S PAGE

Name		Std.
Date	Communication/Message with the signature of the Parent	Teacher's Signature

PARENT TEACHER MEETING

Date	Attended/ Not Attended	Reason for not attending	Signature		Remark
			Parent	Class Tr	

** Please bring the hand book during PTA Meeting.*



SCHOOL BUS ROUTES AND TIMINGS

Kindly accommodate changes that may arise

ROUTE NO. 11

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.45	3.08	Pazhavangadi
2	6.50	3.03	KSRTC Chief Office
3	6.52	3.01	Thekke Nada
4	6.52	3.02	Vazhappalli
5	6.53	3.04	Fort HS
6	6.56	3.00	West Nada
7	6.57	2.55	Vallakkadavu
8	7.00	2.53	Enchakkal
9	7.02	2.50	Subash Nagar
10	7.03	2.45	West Fort
11	7.05	2.40	Chempakasserri
12	7.07	2.38	Palkulangara
13	7.10	2.35	Pettah
14	7.14	2.30	Kerala Kaumudi
15	7.16	2.25	Nalumukku
16	7.17	2.22	Iron Bridge
17	7.18	2.15	Collectorate Jn.
18	7.20	2.08	Mathrubhumi Road Entrance
19	7.28	2.07	General Hospital
20	7.30	2.06	Vanchiyoor Jn.
21	7.32	2.05	Vanchiyoor Bridge
22	7.35	2.02	Chettikulangara
23	7.32	2.01	Ayurveda College
24	7.29	2.00	Palayam

ROUTE NO. 12

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.20	2.52	Poomkulam
2	6.23	2.50	Karshika college
3	6.27	2.46	Kakkamoola
4	6.30	2.43	Kaliyoor
5	6.33	2.40	Punnamoodu
6	6.45	2.37	Koottappana
7	6.48	2.35	NIMS hospital
8	6.50	2.33	Kerala Automobiles
9	6.53	2.30	Vazhimukku
10	6.55	2.27	Balaramapuram
11	6.58	2.24	Vedivachan Kovil
12	7.00	2.23	Pallichal
13	7.03	2.20	Pravachambalam
14	7.06	2.17	Nemom
15	7.09	2.14	Hanveev Jn
16	7.15	2.10	Thrikkannapuram Bridge
17	7.20	2.05	Poojapura
18	7.22	2.04	Melarannur Quarters
19	7.24	2.02	Jagathy
20	7.25	2.00	DPI
21	7.26	1.59	All India Radio
22	7.27	1.58	Vazhuthacaud

ROUTE NO. 13

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.20-3.11		Vandithadom
2	6.22-3.09		Pachallor
3	6.25-3.06		Thiruvallom jn
4	6.27-3.03		Thiruvallom Bridge
5	6.32-3.01		G K Junction
6	6.36-2.54		Valiyathura
7	6.39-2.51		Air port
8	6.42-2.48		Shanghumughom
9	6.45-2.43		Vettucaud
10	6.51-2.36		G V Raja School
11	6.53-2.31		Wireless jn
12	7.05-2.26		Thumba
13	7.07-2.24		Poundkadavu
14	7.10-2.21		Veli
15	7.13-2.18		Kochuveli
16	7.16-2.15		All Saints College
17	7.19-2.13		I T I jun
18	7.22-2.10		Chackai
19	7.08-2.40		Kannammoola Bridge
20	7.26-2.09		Pattoor
21	7.30-2.05		MLA Quarters

ROUTE NO. 14

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.30-3.00		Powdikonam
2	6.40-2.52		Mannanthala Jn
3	6.45-2.47		Nalanchira
4	6.47-2.42		Mar Ivanios
5	6.49-2.38		Paruthippara
6	6.55-2.35		Muttada
7	7.00-2.30		T K D Road
8	7.02-2.26		Pattom SUT
9	7.04-2.24		Vaidhyuthi Bhavan
10	7.06-2.22		Pottakuzhy
11	7.08-2.20		Gauresapattom
12	7.10-2.18		Mulavana
13	7.12-2.16		Vadayakadu
14	7.14-2.14		Moolavilkam
15	7.16-2.12		Thampuranmukku
16	7.17-2.10		Varambasserri
17	7.18-2.27		Law college
18	7.19-2.25		P M G
19	7.23-2.21		Pippinmoodu
20	7.24-2.00		Kowdiar Gardens
21	7.25-1.59		Golflinks
22	7.26-2.00		TTC

ROUTE NO. 15

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.45-3.12		Medical College Garage Jn
2	6.50-3.08		Murinjapalam
3	7.03-2.57		Avittom Road
4	7.05-2.55		Kannammoola Jn
5	7.10-2.47		KIMS Hospital
6	7.15-2.52		Anayara
7	7.20-2.42		Kumarapuram
8	7.21-2.40		Tagore Gardens
9	7.20-2.38		MC Police Station
10	7.22-2.16		Chalakupuzhi
11	7.33-2.00		Ambalanagar
12	7.36-1.58		Santhwana Hospital
13	7.28-2.05		Jawahar Nagar

ROUTE NO. 16

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.30-2.55		MGM School
2	6.31-2.35		Engineering College
3	6.32-2.53		Alathara
4	6.35-2.52		Sasthamakonam
5	6.40-2.51		Manvila
6	6.45-2.50		Arassummodu
7	6.47-2.41		Kulathoor
8	6.50-2.38		Attinkuzhi
9	6.53-3.05		Highway
10	6.58-3.00		Kazhakottom
11	7.00-2.45		Kariavattom
12	7.05-2.42		Chavadamukku
13	7.08-2.25		Sreekariam
14	7.10-2.27		Elamkulam
15	7.12-2.20		Pongummodu (Kurisadi Jn)
16	7.19-2.10		Pattom Bus Stop
17	7.23-2.06		Plamoodu
18	7.25-2.04		PMG
19	7.27-2.05		Museum

ROUTE NO. 17

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.25	3.18	Azhikode
2	6.28	3.12	Maruthanakam
3	6.30	3.08	Valicode
4	6.34	3.05	11 th stone
5	6.36	3.00	Pazhakutty
6	6.40	2.58	Arasuparambu
7	6.44	2.52	Mulamukku
8	6.48	2.50	Kizhakke Ela
9	6.51	2.46	Vidhyadirajapuram
10	6.53	2.42	Keltron
11	7.00	2.35	Kachani
12	6.55	2.29	Karakulam Bridge
13	7.05	2.28	Karakulam panchayath off
14	7.08	2.25	Enikkara
15	7.10	2.20	Vazhayila
16	7.13	2.17	Kavadithalakal
17	7.16	2.15	Vettikonam
18	7.18	2.13	Vazhayila Church
19	6.35	2.59	Karippoor

ROUTE NO. 18

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.15	3.20	Poojapura Jn
2	6.20	3.15	Mudavanmugal
3	6.23	3.12	Chengallor
4	6.25	3.10	Rotary hospital
5	6.27	3.07	Vijayamohini Mill
6	6.30	3.05	Thirumala
7	6.35	3.00	Mangattukadavu
8	6.40	2.55	Thachottukavu
9	6.44	2.52	Pallimukku
10	6.46	2.50	Peyad
11	6.48	2.42	Kundamanbhagam
12	6.50	2.40	Valiyavila
13	6.52	2.37	Elipode
14	6.54	2.35	Vettamukku
15	6.56	2.32	P T P entrance
16	6.58	2.30	Arappura j n
17	7.00	2.28	Vattiyoorkavvu
18	7.08	2.22	Manjaadimoodu
19	7.12	2.17	Kanjirampara
20	7.15	2.15	Maruthankuzhi
21	7.18	2.13	Pangode Military Camp
22	7.20	2.10	Kochar Road

ROUTE NO. 19

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.30	3.00	Ambalathara
2	6.35	2.52	Kamalaswaram
3	6.40	2.47	Manacadu
4	6.43	2.44	Attukal
5	6.48	2.40	Koncharavila
6	6.53	2.35	Chiramukku
7	6.57	2.30	Kaladi
8	7.00	2.25	Thalyal
9	7.03	2.20	Karamana
10	7.07	2.17	Swaraj Motors
11	7.10	2.15	Killipalam
12	7.12	2.13	Choorakattupalayam
13	7.17	2.08	Kannettumukku
14	7.19	2.00	Mettukada
15	7.24	1.58	Women's College
16	7.25	1.55	Panavila
17	7.27	1.53	Bakery j n
18	7.30	1.50	Nandavanam

ROUTE NO. 20

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.45	2.45	Manammoola
2	6.48	2.40	Peroorkada Police Station
3	7.03	2.38	Poomallyoorkonam
4	6.55	2.35	Mukkola
5	7.00	2.26	Kudappanakkunnu
6	6.50	2.18	A K G Nagar
7	7.05	2.17	Peroorkada
8	7.08	2.16	Oolampara
9	7.10	2.15	SAP
10	7.12	2.13	Pippinmoodu
11	7.15	2.08	Sasthamangalam
12	7.20	2.03	Nanthancode
13	7.23	2.05	YMR
14	7.25	2.06	Toll Jn.
15	7.28	2.00	Devaswom Board

ROUTE NO. 21

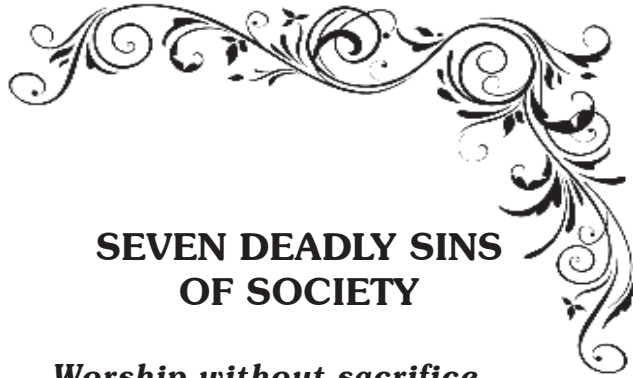
SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.35-3.00		Medical College Jn
2	6.40-3.14		Ulloor(Med. Coll)
3	6.40-2.45		Prasanth Nagar-1
4	6.41-2.40		Prasanth Nagar-2
5	6.42-2.38		Prasanth Nagar-3
6	6.45-2.36		Pongumoodu Junction
7	6.50-2.30		Ulloor
8	6.52-2.20		Kochulloor
9	7.00-2.18		Ulloor Bridge
10	7.05-2.16		Kesavadasapuram
11	7.10-2.13		ST:Mary"s School
12	7.15-2.12		LIC
13	7.18-2.05		Pattom
14	7.20-2.02		Marappalam
15	7.21-2.00		Kuravankonam
16	7.22-1.58		Kowdiar (Bread Factory)

ROUTE NO. 22

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.30-3.25		PTP Nagar
2	6.40-3.15		Kulashekaram
3	6.44-3.10		Kadavilmudampu
4	6.45-3.05		Vellaikadavu
5	6.50-3.00		Puliyarakonam
6	6.55-2.55		Moonnamoodu
7	7.00-2.50		Vazhottukonam
8	7.05-2.45		Thoppummukku
9	7.08-2.40		Nettayam
10	7.13-2.30		Manikanteswaram Jn.
11	7.16-2.25		Manikanteswaram Temple
12	7.18-2.26		Mannarakonam
13	7.21-2.20		Indira Nagar
14	7.24-2.13		Ambalamukku
15	7.25-2.00		Kowdiar Palace
16	7.26-2.01		Police Quarters

ROUTE NO. 23

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.30	2.47	Industrial Estate Pappanamcode
2	6.33	2.44	Puzhikunnu
3	6.35	2.41	Studio Road
4	6.43	2.33	Ookkodu
5	6.48	2.28	Vellayani Temple
6	6.50	2.26	Vellayani Jn
7	6.52	2.28	Old Karakkamandapam
8	6.55	2.25	Karakkamandapam
9	6.58	2.22	Pappanamcode
10	7.05	2.20	Vazhivilakom
11	7.06	2.21	Kulathara
12	7.08	2.19	Maruthurkadavu Bridge
13	7.09	2.18	Kaimanom
14	7.10	2.14	TVS
15	7.14	2.08	Kunjalummodu
16	7.17	2.05	Poojappura Circle
17	7.20	2.03	Edapazhaji
18	7.22	2.02	Cottonhill
19	7.23	2.01	S M C



**SEVEN DEADLY SINS
OF SOCIETY**

Worship without sacrifice
Politics without principles
Wealth without work
Pleasure without conscience
Knowledge without character
Business without morality
Science without humanity

