

**CHRIST NAGAR CENTRAL SCHOOL**  
**KOWDIAR P.O., TRIVANDRUM**  
**KERALA - 695 003**  
**Affiliation No. 931119**




**HANDBOOK**  
**2023 - 2024**

Name .....

Standard ..... Division .....

Admission No .....

 **(0471) 2318482, to 2318485**  
**91471 2311986 (Fax)**

[www.christnagarschools.org/cbse](http://www.christnagarschools.org/cbse)  
E-mail : [christcentraltvm@gmail.com](mailto:christcentraltvm@gmail.com)

**SCHOOL HOURS**  
8.00 a.m. to 1.35 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**

House T-shirts and Black track pants provided from the school.

### **SCHOOL FEES**

1. Payable to the credit of the school at Bank of Baroda, Keston Enclave Road, 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 500/- 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 siblings 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.**

Bus No. Morning .....

Boarding point .....

Afternoon .....

Alighting point .....

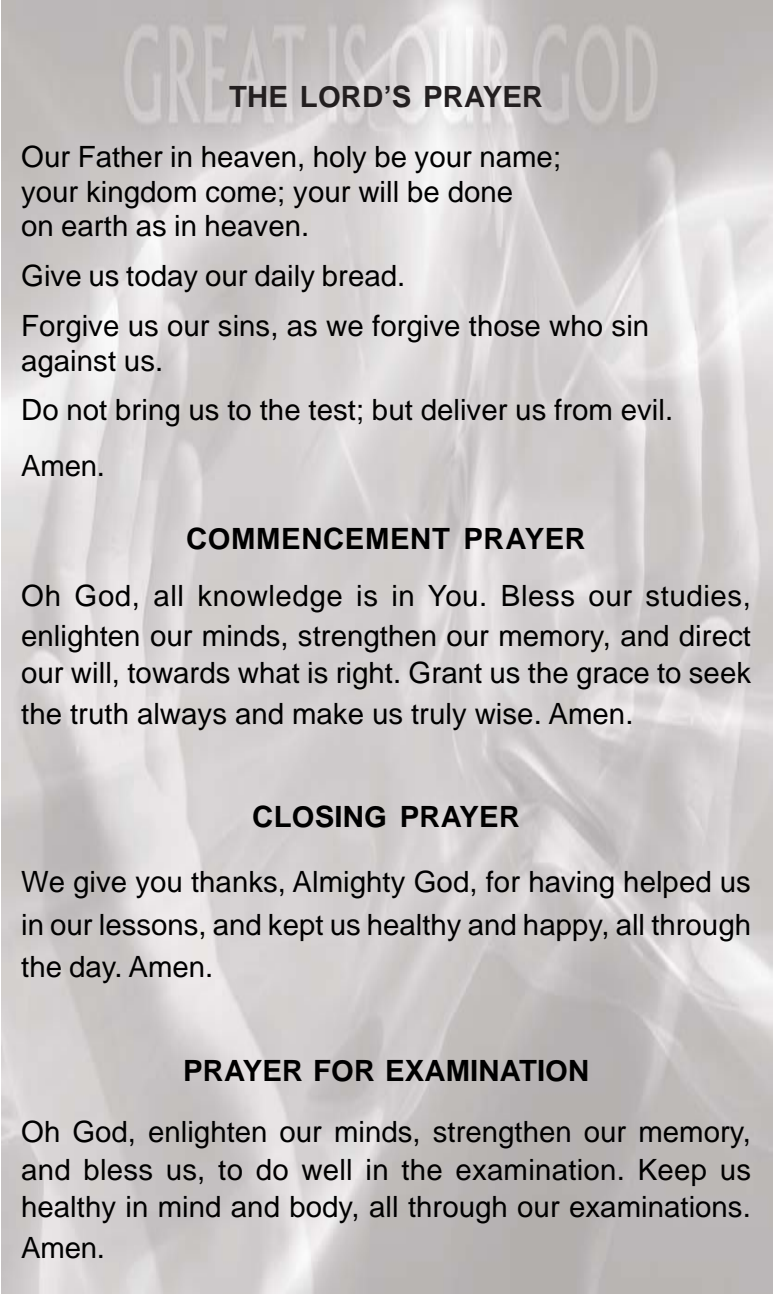
*“Asato ma sadgamaya  
Tamaso ma jyotirgamaya  
Mrtyorma amritamgamaya”*

*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.

**COMMENCEMENT PRAYER**

Oh 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 the grace to seek  
the truth always and make us truly wise. Amen.

**CLOSING PRAYER**

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 FOR EXAMINATION**

Oh 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 the 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 hymns 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"*

*"Tamaso ma Jyothirgamaya*

*Asato ma Sadgamaya*

*Mrityor ma Amritamgamaya"*

(God bless Christ Nagar Alma Mater!)



## *National Anthem*

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

*Punjab - Sindh- 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 and 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.*

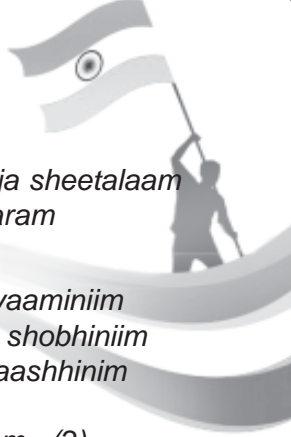
*To my country and my people I pledge my  
devotion. In their well-being and prosperity alone  
lies my happiness.*

## *Vande Mataram*

*vande maataram..  
vande maataram..*

*sujalaam sufalaam malayaja sheetalaam  
sasyashyaamalaam maataram  
vande maataram..*

*shubhrajyotsnam pulakita yaaminiim  
phulla kusumita drumadala shobhiniim  
suhaasinim sumadhura bhaashhinim  
sukhadaam varadaam  
maataram.. vande maataram.. (2)*



## **सारे जहाँ से अच्छा हिन्दोस्ताँ हमारा**

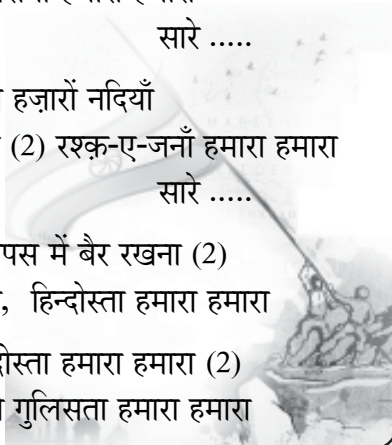
सारे जहाँ से अच्छा हिन्दोस्ता हमारा हमारा (2)  
हम बुलबुलें हैं इसकी, ये गुलिस्ता हमारा हमारा  
सारे .....

परबत वह सबसे उँचा, हम्साया आसमाँ का (2)  
वह संतरी हमारा, वह पासबाँ हमारा हमारा  
सारे .....

गोदी में खेलती हैं इसकी हज़ारों नदियाँ  
गुलशन है जिनके दम से (2) रश्क-ए-जनाँ हमारा हमारा  
सारे .....

मज़हब नहीं सिखाता आपस में बैर रखना (2)  
हिन्दी हैं हम (3) वतन है, हिन्दोस्ता हमारा हमारा

सारे जहाँ से अच्छा हिन्दोस्ता हमारा हमारा (2)  
हम बुलबुलें हैं इसकी, ये गुलिसता हमारा हमारा



*Walk with me oh my Lord...*

Walk with me oh my Lord  
Through the darkest night and brightest day  
Be at my side oh Lord  
Hold my hand and guide me on my way,  
  
Some times the road seems long my energy is spent  
Then Lord I think of you  
and I am given strength  
Stones often bar my path and there are times I fall  
But you are always there to help me when I fall,  
Walk with me oh my Lord...

*There shall be....*

There shall be showers of blessing,  
This is the promise of love,  
There shall be seasons refreshing  
Sent from the saviour above

Ch: Showers of blessings  
Showers of blessings we need  
Mercy drops round us are falling  
but for the showers we plead.

There shall be showers of blessing  
Send them upon us oh Lord  
there shall be seasons refreshing  
Come and now honour Thy word.

Ch : Showers .....plead.



***Love wonderful love...***

Love wonderful love  
The love of God for me  
Love wonderful love  
So rich so rich so free  
Wide wide as the Ocean  
Deep deep as the Sea  
High high as the heaven above  
The love of God for me(2)

***Like a Sunflower ...***

Ch : Like a Sunflower  
that follows every moment of the Sun  
So I turned towards you  
to follow you my God.

In simplicity Charity I follow (2)

Ch : Like a Sunflower  
that follows every moment of the Sun  
So I turned towards you  
to follow you my God.

It's simplicity Honesty I follow, (2)

Ch : Like a Sunflower ..... my God.

***Change my heart oh Lord...***

Change my heart oh Lord,  
Make it ever true,  
Change my heart oh Lord,  
May I be like you.  
You are the Potter,  
I am the clay,  
Mould me and make me  
this is what I pray.



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

**GOVERNING BODY**

1. Rev. Fr Paul Mangad CMI
2. Rev. Fr Joseph Palakunnel CMI
3. Rev. Fr Jimmy Moolayil CMI
4. Rev. Fr Dr Mathew Thengumpally CMI
5. Rev. Fr Thomas Chennattusserry CMI
6. Rev. Fr Xavier Ampatt CMI
7. Rev. Fr Robin Anandakattu CMI
8. Rev. Fr Robin Pathinarilchira CMI

**MANAGING COMMITTEE**

1. Rev. Fr Paul Mangad CMI (*Manager*)
2. Rev. Fr James Mullachery CMI (*Educational Councillor*)
3. Rev. Fr Joseph Palakunnel CMI (*Member*)
4. Rev. Fr Joseph Vattaparambil CMI (*Manager, Attingal*)
5. Rev. Fr Jimmy Moolayil CMI (*Principal, STATE*)
6. Rev. Fr Dr Mathew Thengumpally CMI (*Principal, ICSE*)
7. Rev. Fr Thomas Chennattusserry CMI (*Principal, IGCSE*)
8. Rev. Fr Biju Palamattom CMI (*Principal, Attingal*)
9. Rev. Fr Xavier Ampatt CMI (*Principal, CBSE*)
10. Rev. Fr Robin Anandakattu CMI (*Member*)
11. Rev. Fr Robin Pathinarilchira CMI (*Vice Principal & Bursar*)
12. Mr Manoj Abraham IPS (*Parent*)
13. Adv. Gururaj S Kalkura (*Parent*)
14. Dr. V Ajay (*Parent*)
15. Ms Gayathri Shobitha Sasidharan (*Parent*)
16. Ms Roopa Padmaragh (*Parent*)
17. Dr Bini S T (*Parent*)
18. Ms Manjula K K (*Parent*)
19. Ms Renjana S Mony (*Parent*)
20. Ms Meenakshi J (*Parent*)
21. Ms Jaya Jacob Koshy (*Academic Co-ordinator*)
22. Ms Jayalekshmi S (*Office Staff*)

**MEMBERS OF THE STAFF**

**A. TEACHING STAFF**

**MANAGER**

**Rev. Fr Paul Mangad CMI**

**PRINCIPAL**

**Rev. Fr Xavier Ampatt CMI M.Sc., M.Ed**

**VICE-PRINCIPAL**

**Rev Fr Robin Pathinarilchira CMI M.Com**

**ACADEMIC CO-ORDINATOR**

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

**SECTION HEADS**

**Ms Rekha C, M.Sc., B.Ed., SET**

**Ms Shyni Antony, M.Sc., B.Ed., KTET, SET**

**Ms Meenakshi J, M.A., B.Ed., NET**

**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**

**Ms Thara R Nair, M.A., DHT, SET**

**English**

- |     |                      |                                 |
|-----|----------------------|---------------------------------|
| 1.  | Ms Bindhu K Y (HoD)  | M.A., B.Ed., M.Phil             |
| 2.  | Ms Sheeja Sanathanan | B.A.,T.T.C., PGDCA              |
| 3.  | Ms Vinitha Joseph    | M.A., B.Ed.                     |
| 4.  | Ms Shini Maxwell     | M.A., B.Ed. KTET                |
| 5.  | Ms Lekshmi K         | M.A., B.Ed., SET                |
| 6.  | Ms Renjana S L       | M.A., B.Ed.                     |
| 7.  | Ms Soumya J          | M.A., B.Ed.                     |
| 8.  | Ms Rekha Sreekumar   | M.A., M.Ed., NET, PG Dip. (UK)  |
| 9.  | Ms Sreedevi A P      | M.A., B.Ed., SET, CTET          |
| 10. | Ms Athira S Mohan    | M.A., B.Ed., KTET, CTET         |
| 11. | Ms Seena M P         | M.A., B.Ed.                     |
| 12. | Ms Helen Babu        | B.A., Dip. in Special Education |
| 13. | Ms Rachel Mathews    | B.Sc., M.A., B.Ed.              |
| 14. | Ms Lekshmi L         | MA., B.Ed., KTET                |
| 15. | Mr Karthiknath       | B.A., B.Ed., SET, CTET          |



**Malayalam**

- |     |                                |   |
|-----|--------------------------------|---|
| 16. | Mr Thomas J Poovattil<br>(HoD) | M.A., B.Ed., Diploma in<br>Counselling Psychology |
| 17. | Ms Bindhu Paul                 | M.A., B.Ed.                                       |
| 18. | Ms Preena S                    | M.A., B.Ed., DCM                                  |
| 19. | Ms Sinu K J                    | MA, B,Ed., KTET, PDSP                             |
| 20. | Ms Kumari Bindhuja             | M.A., B.Ed.                                       |
| 21. | Ms Saranya Lekshmi A R         | M.A., B.Ed.                                       |
| 22. | Ms Varsha                      | M.A., B.Ed  |
| 23. | Ms Praseetha V T               | M.A., B.Ed.                                       |

**Hindi**

- |     |                         |                             |
|-----|-------------------------|-----------------------------|
| 24. | Ms Ushakumari L K (HoD) | M.A., B.Ed., SET            |
| 25. | Ms Thara R Nair         | M.A., DHT, SET              |
| 26. | Ms Archana S Nair       | M.A., B.Ed., CTTC, KTET     |
| 27. | Ms Suja M S             | M.A., B.Ed., SET, CTET, DCA |
| 28. | Ms Aswany R Nair        | M.A., B.Ed.                 |
| 29. | Ms Divya Chandran       | M.A., B.Ed., KTET           |
| 30. | Ms Bindhu V G           | M.A., B.Ed., CTET           |
| 31. | Ms Soumya S Kumar       | M.A., B.Ed. (Leave)         |

**French**

- |     |                      |                   |
|-----|----------------------|-------------------|
| 32. | Ms Poornima R Thampi | M.Sc., B.Ed.      |
| 33. | Ms Lena Sebastian    | B. Pharm, DELF B2 |

**History & Geography**

- |     |                      |                              |
|-----|----------------------|------------------------------|
| 34. | Ms Meenakshi J (HoD) | M.A., B.Ed., NET             |
| 35. | Ms Archana M         | M.A., B.Ed., SET, CTET       |
| 36. | Ms Nisha S           | M.A., B.Ed., SET             |
| 37. | Ms Swathy Das Berman | B.A., B.Ed.                  |
| 38. | Ms Jalaja M          | M.A., B.Ed.                  |
| 39. | Ms R Karthika        | M.Sc., B.Ed., KTET, SET, DCA |

**Economics**

- |     |               |                       |
|-----|---------------|-----------------------|
| 40. | Ms Dhanya S S | M.A., B.Ed., SET, DCA |
| 41. | Ms Sreeja S   | M.A., B.Ed.           |

**Biology**

- |                               |                         |
|-------------------------------|-------------------------|
| 42. Ms Rekha C (Science HoD)  | M.Sc., B.Ed., SET       |
| 43. Ms Sajitha S S            | M.Sc., B.Ed., SET       |
| 44. Ms Sindhu Raghuvaran Nair | M.Sc., B.Ed., LLB       |
| 45. Ms Jasmin Thomas          | M.Sc., B.Ed.            |
| 46. Ms Aswathy M G            | M.Sc., B.Ed, CTET       |
| 47. Ms Remya G R              | M.Sc., B.Ed, CTET       |
| 48. Ms Arya R                 | M.Sc., B.Ed., SET, KTET |

**Physics**

- |                       |  |
|-----------------------|--|
| 49. Ms Anupama S S    | M.Sc., B.Ed., SET, CTET, TET                 |
| 50. Ms Yamuna Rani K  | M.Sc., B.Ed.                                 |
| 51. Ms Jasmin S Rajan | M.Sc., B.Ed., SET, PGDCA                     |
| 52. Ms Aparna V Nair  | M.Sc., B.Ed.                                 |
| 53. Ms Aswathy A S    | M.Sc., B.Ed., CTET, KTET, DCA                |
| 54. Ms Remya M G      | M.Sc., B.Ed., SET, CTET                      |
| 55. Ms Athira T S     | M.Sc., M.Ed., CTET, KTET, DCA, NET Education |

**Chemistry**

- |                            |                               |
|----------------------------|-------------------------------|
| 56. Ms Sheeja Mary C Jacob | M.Sc., B.Ed., SET, PGDCA      |
| 57. Mr G Devathas          | B.Sc., B.Ed.                  |
| 58. Ms Jotsna S R          | M.Sc., B.Ed., SET, CIC, DCA   |
| 59. Ms Deepthy Dileep      | M.Sc., B.Ed.                  |
| 60. Ms Reshma Rajai        | M.Sc., B.Ed., KTET, SET, CTET |
| 61. Ms Bindhu A P          | M.Sc., B.Ed.                  |

**Mathematics**

- |                               |                     |
|-------------------------------|---------------------|
| 62. Ms Jaya Jacob Koshy (HoD) | M.Sc., M.Ed.        |
| 63. Ms Asha Monica Mathew     | M.Sc., B.Ed., CTET  |
| 64. Ms Ashily Vasanth         | M.Sc., B.Ed.        |
| 65. Ms Divya L R              | B.Sc., B.Ed., PGDCA |
| 66. Ms Elizabeth V Thomas     | M.Sc., B.Ed.        |

67. Ms Shyni Antony M.Sc., B.Ed., KTET, SET  
68. Ms Ranjana S Mony B.Sc., B.Ed., CTET  
69. Ms Deepa A R M.Sc., B.Ed., SET, CTET  
70. Ms Joyce James M.Sc., B.Ed., SET  
71. Ms Gigi George M.Sc., B.Ed., PGDCA  
72. Ms Sommy Ashok M.Sc., M.A., B.Ed.  
73. Ms Supriya S S M.Sc., B.Ed.  
74. Ms Sujamol V S M.Sc., B.Ed., CTET  
75. Ms J V Karthika M.Sc., B.Ed.  
76. Ms Sruthy Raveendran M.Sc., B.Ed., CTET, KTET  
77. Ms Anuja L Mohan M.Sc., B.Ed., CTET  
78. Ms Priyanka P M.Sc., B.Ed., CTET

**Computer Science**

79. Mr Shaji Joseph (HoD) B.Sc., PGDCA  
80. Ms Nisha Rajan MCA  
81. Mr Jithin J M.Sc. Computer Science  
82. Ms Sreevidhya A R MCA, M.Sc., PGDCA, MBA  
83. Ms Remya Mohan M.Sc. Computer Science

**Physical Training**

84. Mr Vincent D (HoD) M.P.Ed, M.Phil, IPSO 3<sup>RD</sup>  
AFC Grass Root, D, C & B Licence  
AIFF 'FUTSAL', AIFF BEACH SOCCER  
85. Ms Anithakumari P A C.P.Ed, S.M. (Scout) Basic scout

**Wellness Teacher**

86. Dr Honey Kuruvila BAMS, MA Pshychology  
Certificate in Yoga & Meditation

**School Counsellor**

87. Ms Malavika M M.Sc Psychology

**Art, Music & Dance**

88. Mr Shafeek A (HoD) MFA  
89. Ms Lekshmi Rangan MA Music  
90. Mr K Krishnakumar B.Sc., Violin V Grade

91. Ms Rajeswary M MA, MFA, B.Ed  
92. Ms Meenukrishnan J R MA Dance  
93. Ms Purnima V BA  
94. Ms Sindhu Meenakshi Ammal MA Music

**Yoga**

95. Ms Prisa Thankam TTC, Diploma in Yoga

**Band**

96. Mr Manoj Mohan BA, HDSE

**KG Section**

97. Ms Bina Viswanathan (Section Head) B.Sc., B.Ed, P.P.T  
98. Ms Archa Jossy M.Com, PGDCA, PG International Montessori  
99. Ms Athira Pillai MMS Montessori  
100. Ms Sarada Ushakumari B.Sc., PCS, PG International Montessori  
101. Ms Sujitha N S B.A., T.T.C.  
102. Ms Vineetha Sankar B.A., MHRM, PG International Montessori  
103. Ms Amitha B Nair B.A., Montessori, P.P.T.T.C  
104. Ms Susan Mathew B.Sc., NTTC  
105. Ms Jayasree K B.Com, Diploma in Montessori & Advanced Diploma in Montessori  
106. Ms Lakshmi M Nair B.A., PG, MTTC, PGDCA, DCA  
107. Ms Swapna R M.Sc., DCE, B.Ed  
108. Ms Deepa Nair M P B.A., P.P.T.T.C.

**B. NON TEACHING STAFF**

**a) Librarian**

1. Ms Ashadevi L M.A., B.LISC, M.LISC

**b) Office Staff**

1. Ms Jayalekshmi S Superintendent  
2. Ms Lalitha P L.D. Accountant  
3. Mr Antony Varghese L.D.C  
4. Ms Manjusha S L.D.C / DTP  
5. Ms Belsy R L.D.C  
6. Mr Jijo Raj A L.D.C / DTP  
7. Ms Vidhya V L.D.C / Store  
8. Ms Rani Joseph Office Assistant

**c) Technical & Ministerial Staff**

1. Mr Maneesh George  
2. Mr Anil Kumar V P  
3. Mr Rajesh R  
4. Ms Rekha V  
5. Ms Selvam L  
6. Ms Sheela L  
7. Ms Sreekala A  
8. Mr Unni M  
9. Ms Manju A S  
10. Ms Santha G  
11. Ms Sreekala S  
12. Ms Maya L  
13. Mr Akhil G  
14. Mr Jijo Simon  
15. Ms Saritha  
16. Mr Ginil G  
17. Mr Lordwin Prakash  
18. Ms Jeeja S  
19. Mr Ajith S  
20. Ms Shylaja T  
21. Ms Sreedevi J  
22. Ms Nithya  
23. Ms Sunitha S

## **CHRIST NAGAR CENTRAL SCHOOL (CBSE BOARD)**

Christ Nagar Central School, started in 2005, at Kowdiar Campus got affiliated to the CBSE Board of Secondary Education (1-10) in 2013-'14 and to the Senior Secondary section (11-12) in 2018-19. As envisioned by St Kuriakose Elias Chavara, the founder of the CMI Congregation, CNCS caters to the aspirations of a fast changing society for quality education. The school has achieved credible laurels in all fields. Excellence is the hallmark of Christ Nagar Institutions. The vision and mission of CNCS is to lead every Christ Nagarian 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 fulfilment 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 Bharat 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 Jyothirgamaya, Mrityor ma Amrithamgamaya"*) 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 slow bloomers and counselling facilities to all the students.
- ◆ The school does not allow outside tuition for the students as it deprives them 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 each student is the sole concern of all.

### **ACADEMIC YEAR**

The academic year is of ten months duration from June to March.

### **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 aptitude 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 aptitude test held during the last week of April or in the first week of May.



## DISCIPLINE

The pupils of this school are expected to:

- participate fully in all the activities of the school,
- observe faithfully the school rules of discipline and obey all duly constituted authorities,
- cultivate loyalty and devotion to home, school and country,
- develop healthy habits of mind and body by constant self - discipline,
- acquire qualities of leadership and competency in the art of expression and persuasion,
- strive to be gentlemen / ladies and learn to serve and help others.
- Pupils must be in their classrooms by the first bell at **7.50 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 for their respective classes at the assembly ground/hall. On the other days, they should sit in their classrooms in silence.
- At the third bell all should 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 premises green.
- Students in school uniform are not expected to loiter in the shops, hold birthday parties or any treats for friends in the restaurants.
- Be in line and in perfect silence while moving to and from the lab, library, auditorium, chapel and playground.

- Behave honestly in the examination halls. Malpractices of any sort will be seriously dealt with.
- Don't dash and hit against others including teachers while walking in the corridor.
- Learn to use polite expressions like 'sorry', 'thank you', 'welcome' etc. as and when required.

### ***In the classroom***

- Arrange the classroom neatly before the class starts.
- Do not litter the school premises with papers and sweet wrappers.
- White board, table and chair are meant only for teachers.
- Do not sit on the desk.
- Scribbling and drawing on the desks and walls will be seriously dealt with.
- Bring only study materials to the classroom.
- CD, pendrive, memory card, iPod, mobile phone, smart watches and such other gadgets are strictly forbidden in the classroom and school premises.
- Students should greet their teachers when they arrive and depart from the class.
- Students are not expected to crowd around the teacher's table to clear doubts or for any other purpose.
- Going to the washroom frequently during the class time is not advised.
- Students are not expected to come out of the classroom after every period and roam about in the corridor.
- After the recess, the students should be prompt in entering their classrooms.
- In the absence of a teacher, the prefect/vice prefect may stand near the table and maintain discipline till the substitute teacher comes.
- Munching food or chewing gum and drinking water during the class hours are not allowed.
- No pupil shall disturb other classes at work on flimsy pleas like getting the loan of pencil, pen or book etc. from any of his/her friend.
- Throwing things at others should be avoided.

### **In the corridors**

- 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.
- Do not move about in clusters or club together.
- Do not drag your feet while walking along on the corridor.
- Do not lean and stamp on the wall.
- Do not 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 with permission.

### **PE Classes**

- Students are expected to go and come from the playground in line.
- No student is exempted from PE classes. 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.
- Healthy and disciplined pattern should be followed by everyone.

### **School Dispersal**

- The school will disperse at 1.35 pm. The students should leave the classroom in line following the instructions of the teachers.
- Always switch off the fans and the light 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. All 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/corridors/ramp and talk.

### **Washrooms**

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

### **School Bus**

Students are expected to :

- 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.

### **Transport Regulations**

Transport facility is available to all the students from KG to X.

- Students can avail of the school transport subject to the availability of seat.
- Routes of the school buses are decided by the school and the parents should consult the school transport in-charge for necessary details.
- Using of the school bus facility is not mandatory.

Students are expected to adhere to all school rules as well as the bus rules, which shall include the following :

- Students must respect and obey the instructions of the driver and attendant.
- Students should remain in their seats at all times, except when the bus has come to a complete halt at their stop.
- Students must speak in normal tones. Use of foul or abusive language will lead to disciplinary action.
- Students must keep their hand, heads and all objects inside the bus.
- Students should not damage the bus. Fine/disciplinary action will be taken for the damage caused.
- Students should not eat or drink in the bus.
- Students must not throw items out of the bus windows, around the bus or on the bus floor.

- Students should travel by their regular bus routes. Each student is expected to board or get down from the school bus only at his/her regular stop, not anywhere as per his/her convenience. Change of bus stop is not allowed.
- It is important to inform the Administrative office, Transport in-charge and class teacher about any change in address and telephone number, a week before the change of address.
- List of stops is prepared keeping in view the convenience and safety of all bus commuters, and are always subject to changes.

### **Instructions for Parents**

- Parents are requested to monitor the screen time spent by their children at home.
- Please monitor and ensure that any home work / assignments/ projects given to your children is submitted on time.
- School Counsellor is available at school on all working days, during school hours. In the event of any parent wanting to avail of the services of the school counsellor, you may do so through the class teacher.

### **Communication**

- English is the medium of communication / instruction and so it is mandatory that all students speak English in the school premises.
- Insulting and abusive expressions are strictly forbidden in the school premises.

### **Uniform - Boys**

- Hair cut should be done at regular intervals. Caps/hats are not allowed to be worn in the school campus.
- Should wear vests under the shirt. Shirt should be tucked in such a way that the school belt should be seen properly.
- Trousers should be worn above the hip. Shorts should be knee length.
- Pants should be stitched with pleats. Bell bottoms are not allowed.
- Ear studs, Finger rings, Fashionable bands on the wrist - other than the customary threads- are not allowed.
- Should not grow beards / side burns.

### ***Uniform - Girls***

- Hair should be neatly tied with maroon ribbons.
- Wear only one pair of ear studs.
- Pinafore / Overcoats should not be too short and tight.
- Pinafore should extend to the knee. Double locked pleated pinafore is a must.
- Wear cycling shorts without fail.
- Additional ear studs, earrings, nose studs, wrist bands-other than customary threads, nail polish, finger rings, tattoos and mehandi are not allowed.

### **All sections for Boys & Girls**

- Tie & ID card should be worn properly.
- Nails should be cut and cleaned regularly.
- Socks should be tight and stretched properly.
- Well- polished black, flat ordinary shoes are insisted.

### **Please Note :**

- On special occasions when uniform is not required - such as birthdays - students should wear modest dresses. Sleeveless tops, tight bottoms, party wear, dresses above the knees etc are not allowed in the school.
- T-shirts are not generally allowed in the campus on special occasions: Even when it is allowed, those without collars are prohibited.
- Socks and innerwear 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 case your ward's ID card is lost, parents need to inform the class teacher immediately.

## CYBER SECURITY - BEWARE OR BE AWARE

Cyber crimes are criminal offenses committed via the internet or otherwise aided by various forms of computer technology, such as the use of online social networks to bully others or sending obscene digital photos with a smart phone.

**Keep the following cyber security tips in mind and stay safe online.**

- Use only websites with URL that begins with 'https' to protect from data leaking.
- Have a look at the private policies of the apps before starting to use it.
- Create unique and strong passwords.
- Think before you click.
- Be careful about what you share.
- Secure your social media.
- Use a VPN, a VPN can encrypt an unsecure Wi-fi connection to make it safe for students.
- Be watchful about phishing scams.
- Lock up and shut down - keep the devices protected with a password or thumb scan and always log out and shut down after use.
- Check out terms and conditions.
- Do not use unsecured Wi-fi sources.
- Safeguard the personal information.
- Stay safe online... beware or be aware.

## DIGITAL WELLBEING

Aims at promoting better use of the technology and help students to become responsible digital citizens enabling them to progress in their educational careers and make more healthy choices in using technology.

An understanding about the devices incorporated into our students' daily lives is very important, based on which, screen time and social media age restrictions can be monitored.

It is strongly recommended that screens should not be used at least an hour before going to bed and not until at least an hour after waking up.

It is always better to wait until the required age to join any social media service. These rules are relevant to safety, safeguarding and mental wellbeing.

A major key to successful technology use is talking about it with your trusted elders.

Parents may share their own challenges around regulating their use of technology, and in this way, can have more constructive conversations with your children.

As educators and families, we can facilitate wiser technology use by children and adolescents in a way that is conducive to good mental health, so that digital wellbeing can become an important skill for life.

### **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 textbooks, notebooks and other study materials to school according to the timetable 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 a 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/cbse](http://www.christnagarschools.org/cbse)
- A parent who wants to meet the teacher during working hours should fill a format and get it signed by the Principal. The format is available in the school office.
- Put up a request letter in the handbook in the space for early leaving if the parent wants to take his/her ward early on a working day.
- Parents should not send anyone else to collect their ward/wards during school hours. They should come personally and meet the Principal in case of an emergency.
- Please ensure that your ward attends slow bloomers program (mentoring/remedial class) if needed.
- Co-operate with school authorities in grooming the child to become a good citizen.
- Avoid talking about school or teachers in front of your child rather set a good example to ensure holistic development of your ward.

### **COMMUNICATION**

- Information about the activities of CNCS will be sent to parents through newsletters and circulars. This will also be posted on the school website and intimated through an SMS alert and through school app.
- Kindly check the school website regularly.
- Since the Handbook and planner are prepared at the beginning of the academic year, there may be minor changes in dates and timings. This will be communicated through the school website / school app.
- Please acknowledge receipt of all notes and communication received through the Handbook.
- In case of emergency, call the school office to pass a message to your ward.
- In the event of a Hartal/unexpected holiday during examinations, the date of that day's examination will be notified later and the rest of the examinations will continue as per the schedule. Note that it is mandatory to write all the exams.

Parents can take an appointment (through the Handbook) to meet the Vice Principal / Teacher. Meeting teachers on a daily basis, during working hours must be strongly avoided.

## BIRTHDAYS

- A birthday celebration should be limited to distribution of a sweet (toffee) per child only. Do not send a birthday cake to your child's class. Kindly do not send any eatables/other items for distribution in the class.

## LEAVE OF ABSENCE

Regular attendance is expected of every student. No student shall absent himself/herself from 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.

No student will be sent home 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 after remitting a fee of Rs.500/-.

***Important Note :*** *Please ensure that you do not send your ward to school when he /she is sick or is recovering from sickness as it amounts to other children being exposed to possible infection.*

### Late arrival to school :

- Late arrival and early departure is not encouraged unless it is an absolute emergency and a prior note is given by the parent in the Handbook.
- The school gate will close at 7:45 am for children using private transport.

- Parents of children using private vans/cars must ensure that children reach school by 7:45 am.
- Three consecutive late arrivals would lead to the student being sent back home.
- To relieve your child from school, a gate pass duly signed by the class teacher and Principal should be handed over to the security before leaving the campus.

### **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 are awarded 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**

### **STRUCTURE OF ASSESSMENT SCHEME (CLASS IX & X)**

The Assessment scheme will have an 80 marks component for Board Examination (class X) and Annual Examination (Class IX) in all scholastic subjects along with a 20 marks component of internal assessment. Students have to secure 33 percent in total in each of these components.

- 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 - Essential repeat

### **Internal Assessment (20 marks)**

One Time Year End Examination is complemented and supplemented with internal assessment that assess students in diverse manner, at different times and also examines a broad range curriculum objectives.

### **Periodic Assessment**

This assessment is for, of and as learning. It is divided into:

1. **Periodic Test (5 marks)** :Tests would be restricted to 3 in each subject in an academic year and the average of best 2 would to be taken for final submission of marks.

**2. Multiple Assessment, Portfolio, Subject Enrichment (5+5+5 marks) :**

Alternate modes of assessment such as quizzes, portfolio, project work, self and peer assessment, collaborative project, experiments, classroom demonstration etc. are followed to address the goal of assessment for and as learning.

**SCHOLASTIC AREAS**

**For class X & XII**

The Board examination will cover the entire syllabus of Class XII as per syllabus for each subject. Grades shall be awarded on the basis of 9-point grading system in each scholastic subject. For awarding the grades, the Board will put all the passed students in a rank order and will award the grades as follows :

A1	Top 1/8th of the passed candidates
A2	Next 1/8th of the passed candidates
B1	Next 1/8th of the passed candidates
B2	Next 1/8th of the passed candidates
C1	Next 1/8th of the passed candidates
C2	Next 1/8th of the passed candidates
D1	Next 1/8th of the passed candidates
D2	Next 1/8th of the passed candidates
E*	Essential repeat

**Subjects of Internal Assessment : (Board Exam)**

Work Experience / Health and Physical Education & General studies to be taken by all candidates. (Work experience is subsumed in Health and Physical education)

- For Std X candidates who take 6 subjects (5 main and 1 additional subject) and pass in all 6 subjects, the percentage is to be calculated by the employer / institution / university according to the norms of employer / institution / university in which the candidate will be seeking admission.

- If a student has taken 6 subjects in Std X and if he /she fails in any one of first five subjects, the same will be replaced by the 6th subject, provided the candidate satisfies the scheme of studies i.e., after replacement either Hindi or English remains as one of the main five subjects.
- Skill electives can be offered along with any subjects, as per the scheme of studies.

## **ANNUAL EXAMINATION FOR CLASS IX & XI**

Class XI and XII is an integrated course. Students need to take only those subjects in class XI which he /she intends to continue in class XII.

The assessment scheme will be similar to Board Examination and shall be carried out at school level. However, the grading in class IX & XI will be as follows :

### **Grading Scale for Scholastic Area (School will award grades as per the following grading scale)**

<b>Marks Range</b>	<b>Grade</b>
91 - 100	A1
81 - 90	A2
71 - 80	B1
61 - 70	B2
51 - 60	C1
41 - 50	C2
33 - 40	D
32 and below	E (Essential Repeat)

## **CO-SCHOLASTIC AREAS**

### **UP & HS**

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.

The term co-scholastic activities is used for both cognitive and non-cognitive development that can take place by exposing the child to the scholastic and non-scholastic subjects.

1. **Art Education** including local art, craft, literature and skills, Health and Physical education, yoga, traditional games, indigenous sports, NCC Scouts and guides, Martial arts etc. are integral part of curriculum.

Art Education entails instruction in various art forms (visual as well as performing). Arts should be integrated with other subjects to promote creative thinking and expression.

Arts subjects will be assessed like other subjects following the criteria.

2. **Health and Physical Education** focuses on holistic development, both mental and physical, understanding the importance of physical fitness, health, wellbeing and the factors that contribute to them.

Physical Education will be assessed like other subjects following the criteria. It may include theory as well as practical exams.

3. **Work Experience** : It is an integral part of the curriculum though it has been subsumed in the Health and Physical Education. It is given as much focus as health and physical education.

4. **Discipline (Attendance, Sincerity, Behaviour, Values)**

Class teacher will grade the students on a five point scale (A - E) keeping in view the overall attendance, sincerity, values and behaviour of the students.

### FOR SENIOR SECONDARY LEVEL

**Health & Physical Education:** Indigenous sports, Yoga, NCC, Self-defence, Fitness and Life style choices.

**General Studies** : Areas of study that are not covered in their specialised field.

### **Art Education and Art Integration**

The following two-pronged approach will be followed during the current academic year:

- i) Art education will continue to be an integral part of the curriculum, as a co-scholastic area at Secondary level. The schools may also promote and offer Visual and Performing Arts based subjects at the Secondary and Senior Secondary level.
- ii) Art shall be integrated with teaching and learning process of all academic subjects from classes 1 to 12, to promote active and experiential learning for “connecting knowledge to life outside the school, ensuring that learning shifts away from rote methods and for enriching the curriculum, so that it goes beyond textbooks”.

### **Inclusive Education**

Inclusive Education is a way for full participation without any discrimination; students with disabilities enjoy equal opportunity in both scholastic and co-scholastic areas. Inclusive attitude is crucial for successful inclusive education. Capacity building programmes on Inclusive Education may be organized.

### **Christ Nagar Internet Club and Website**

We have an interactive website ([www.christnagarschools.org/cbse](http://www.christnagarschools.org/cbse)) 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 multiple 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 and iPods 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 barcode enabled, is successfully managed by a qualified librarian, who is 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.
- Photocopier is provided close to the library.
- Students can take copies of any relevant articles, only during break time, from the reference section of the library.

### **SCHOOL BUS**

The school provides transportation facilities to students. The parents who wish 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, must be taken without delay in consultation with the teacher in charge.
- Apparatus & equipment must be handled with care.
- 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 4GB RAM. All the machines are networked and have access to internet.

- Students must move in a line accompanied by the teacher to and from the lab.
- Foot wear & bags must be kept outside.
- 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 at the stipulated time.
- Avoid crowding during dispersal.

### **Audio-Visual Room**

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

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

### **Counselling Centre**

The Counselling Centre helps 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 through the class teacher.

### **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.

### **House System for Grades 1 and above**

In order to foster a healthy competitive spirit and to create a sense of belonging, all students are divided into four Houses - Apollo, Everest, Expo and Olympic. Each House has student and teacher representatives. The Inter House competitions are conducted with a view to promote learning through entertainment. Merit certificates are awarded to the winners and House points are determined based on points secured by each House throughout the year.

### **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.

### **SCHOOL CLUBS**

#### **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 marvellous contributions modern science has offered to humanity. Ultimately, this will help the students to equip themselves 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 is 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**

Angloscape - The English Club aims at instilling linguistic interest in the students and targets at developing good communication skills in the language. It supports in elevating their literary abilities.

Literary Club, Debate Club and School Radio are steered by the Department of English.

### **Maths Club**

Mathemagica - Maths Club is 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 is organised to develop an awareness about the different countries, cultures, people of the world, which will help to develop civic sense.

## **Health and Awareness**

The Health and Awareness Club is formed 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.

## **National Cadet Corps NCC**

The National Cadet Corps (NCC) aims at developing the qualities of character, courage, comradeship, discipline, leadership, secular outlook, sportsmanship, spirit of adventure and ideals of selfless service among the students to make them gentle and service-minded citizens. The activities of NCC provide a congenial environment to motivate the cadets, to train and groom themselves as responsible citizens and future leaders of our great country in all walks of life and also to take up a career in the Defence Services. Through camps, the NCC gives ample opportunity for community living, and by visits to hill stations, cadets get the chance for expedition, trekking, Rock climbing, mountaineering and firing. Christ Nagar NCC Unit imparts training in areas like cleaning, tree plantation and other social service activities. An NCC Parade is held every Friday from 2.00 pm to 4.00pm. The enrolment of Students is from Grade VIII onwards. The School NCC unit is under 2 Kerala Battalion NCC, Thirumala. (Associate NCC Officer - Third Officer, Ms Aseena Dileep)

<b>LIST OF CLUBS</b>	
<b>MENTAL ABILITY BOOSTER CLUBS</b>	<b>SPORTS CLUBS</b>
<ul style="list-style-type: none"> <li>Anti Narcotics Club</li> <li>Art &amp; Craft Club</li> <li>English Club</li> <li>Hindi Club</li> <li>Innovation Club (Artificial Intelligence, Robotics Club)</li> <li>Malayalam Club</li> <li>Mathematics Club</li> <li>Nature &amp; Eco Club (Nallapadam, Seed)</li> <li>Science Club</li> <li>Social Studies Club</li> <li>Yuva Club (6 to 12)</li> <li>Quiz Club</li> <li>Debate Club</li> <li>Career Guidance Cell</li> <li>Music Club</li> <li>Social Service Club</li> <li>Literary Club</li> <li>Cyber Safety Club</li> <li>Photography Club</li> <li>Heritage Club</li> <li>Dance Club</li> <li>Road Safety Club</li> </ul>	<ul style="list-style-type: none"> <li>Cricket Club</li> <li>Basketball Club</li> <li>Badminton Club</li> <li>Health and Yoga Club</li> <li>Football Club</li> <li>Volleyball Club</li> <li>Handball Club</li> <li>Kho Kho Club</li> <li>Skating Club</li> <li>Swimming Club</li> <li>Karate Club</li> <li>Gymnastics Club</li> <li>Cycling Club</li> <li>Chess Club</li> </ul>

<b>LIST OF CLUBS (LP)</b>	
<b>MENTAL ABILITY BOOSTER CLUBS</b>	<b>SPORTS CLUBS</b>
<ul style="list-style-type: none"> <li>Art &amp; Craft Club</li> <li>English Club</li> <li>Hindi Club</li> <li>Malayalam Club</li> <li>Mathematics Club</li> <li>Science Club</li> <li>Social Studies Club</li> <li>Quiz Club</li> <li>Music Club</li> <li>Literary Club</li> <li>Dance Club</li> </ul>	<ul style="list-style-type: none"> <li>Health and Yoga Club</li> <li>Skating Club</li> <li>Karate Club</li> <li>Gymnastics Club</li> <li>Cycling Club</li> <li>Chess Club</li> </ul>

### **Manuscript Magazines**

Every division of a class from V to XII 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 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. The younger 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 ward 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. 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 Top Scorer in the 10th Grade Examination.



2. **Rev. Fr Thomas Thayil Memorial Gold Medal** : This Medal is instituted by the management for the student who stands first in Arts in the Higher Secondary Section.
3. **St Chavara 150<sup>th</sup> Death Anniversary Memorial Gold Medal** : This Medal is instituted by the management for the Top Scorer in the AISSCE.
4. **Christ Hall Monastery, (1946) Foundation Memorial Gold Medal** : This Medal is instituted by the Management for the Best Outgoing Student.
5. **Dr APJ Abdul Kalam Memorial Gold Medal** : This Medal is instituted by the Management for the Top Scorer in Arts in the High School Section.
6. **Sri.Geevarghese Chakkalakkal Memorial Gold Medal**: This Medal was instituted by Ms Annie Ignatious for the Best All-rounder of the Outgoing Batch of Grade X.
7. **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. The Medal was instituted by his parents Mr Aboobakar K and Dr.Sajeeda Begum for the Top Scorer in Mathematics in Grade X.
8. **Gaston Kanjuparambil Memorial Gold Medal** is awarded to the Best Sportsperson of the Academic year.



*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

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*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 54.*



# MY DAILY PROGRAMME

Date : .....

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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.





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**ACADEMIC CALENDAR**  
**2023-2024**

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## MAY 2023

1	Mon	H	May Day
2	Tue		
3	Wed		
4	Thu		
5	Fri		First Friday Holy Mass
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat	H	2 <sup>nd</sup> Saturday
14	Sun	H	
15	Mon		Reopening for Std X & XII
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		
21	Sun	H	
22	Mon		PT1 - Std X & XII / Reopening for Std IX
23	Tue		
24	Wed		Commonwealth Day
25	Thu		
26	Fri		
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		
31	Wed		Anti-Tobacco Day



## JUNE 2023

1	Thu		Reopening for Std VI - VIII
2	Fri		Reopening for UKG - V / First Friday Holy Mass
3	Sat		
4	Sun	H	
5	Mon		Reopening for LKG / World Environment Day
6	Tue		
7	Wed		Official Reopening
8	Thu		PTA Meeting - Std X
9	Fri		PTA Meeting - Std XII
10	Sat	H	2 <sup>nd</sup> Saturday
11	Sun	H	
12	Mon		Reopening for Std XI
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat		Talent Show - Std X
18	Sun	H	
19	Mon		
20	Tue		
21	Wed		International Yoga Day & Music Day
22	Thu		
23	Fri		Investiture Ceremony
24	Sat		
25	Sun	H	
26	Mon		
27	Tue		Star day
28	Wed	H	Ed-ul-Fitr
29	Thu		
30	Fri		Talent Show - Std XII

## JULY 2023

1	Sat		
2	Sun	H	
3	Mon	H	St. Thomas Day
4	Tue		
5	Wed		
6	Thu		
7	Fri		First Friday Holy Mass
8	Sat	H	2 <sup>nd</sup> Saturday
9	Sun	H	
10	Mon		PT 1 (Std KG - IX & XI) / PT2 Std X & XII
11	Tue		World Population Day
12	Wed		
13	Thu		
14	Fri		
15	Sat		
16	Sun	H	
17	Mon	H	Karkkidaka Vavu
18	Tue		
19	Wed		
20	Thu		Youth Festival
21	Fri		Youth Festival
22	Sat		Inter-House Cultural Fest
23	Sun	H	
24	Mon		
25	Tue		
26	Wed		
27	Thu		Annual Athletic Meet
28	Fri	H	Muharam
29	Sat		
30	Sun	H	
31	Mon		

## AUGUST 2023

1	Tue		Girls' Empowerment Wing, Club Inauguration, & Grandparents' Day
2	Wed		PTA Meeting for all classes - based on Periodic test
3	Thu		
4	Fri		First Friday Holy Mass
5	Sat		Talent Show - Std IX
6	Sun	H	
7	Mon		
8	Tue		
9	Wed		
10	Thu		
11	Fri		Students' Day
12	Sat	H	2 <sup>nd</sup> Saturday
13	Sun	H	
14	Mon		Talent Show - Std V
15	Tue	H	Independence Day
16	Wed		
17	Thu		
18	Fri		Talent Show - Std VIII
19	Sat		
20	Sun	H	
21	Mon		
22	Tue		
23	Wed		
24	Thu		
25	Fri		Onam Celebration / School closes for Onam Holidays
26	Sat	H	
27	Sun	H	
28	Mon		First Onam / Ayyankali Jayanthi
29	Tue		Thiruvonam
30	Wed		Third Onam
31	Thu		Fourth Onam / Sree Narayana Guru Jayanthi

## SEPTEMBER 2023

1	Fri		First Friday Holy Mass
2	Sat		
3	Sun	H	
4	Mon		School reopens after Onam holidays
5	Tue		Teachers' Day
6	Wed	H	Sreekrishna Jayanthi
7	Thu		
8	Fri		
9	Sat	H	2 <sup>nd</sup> Saturday / Talent Show - UKG
10	Sun	H	
11	Mon		
12	Tue		
13	Wed		
14	Thu		
15	Fri		
16	Sat		World Ozone Day
17	Sun	H	
18	Mon		Half Yearly Exam for KG - VIII
19	Tue		
20	Wed		Half Yearly Exam for Std IX - XII
21	Thu		
22	Fri	H	Sree Narayanaguru Samadhi Day
23	Sat		
24	Sun	H	
25	Mon		
26	Tue		
27	Wed	H	Nabi dinam
28	Thu		
29	Fri		
30	Sat		

## OCTOBER 2023

1	Sun	H	
2	Mon	H	Gandhi Jayanthi
3	Tue		
4	Wed		
5	Thu		
6	Fri		First Friday Holy Mass
7	Sat		Talent Show - Std IV
8	Sun	H	
9	Mon		
10	Tue		
11	Wed		
12	Thu		
13	Fri		Talent Show - Std VII
14	Sat	H	2 <sup>nd</sup> Saturday
15	Sun	H	
16	Mon		PTA Meeting (KG - XII)
17	Tue		Star Day
18	Wed		
19	Thu		
20	Fri		
21	Sat		Youth Festival for KG, I & II
22	Sun	H	
23	Mon	H	Mahanavami
24	Tue	H	Vijayadasami
25	Wed		
26	Thu		PT2 (Std IX & XI)
27	Fri		Talent Show - Std VI
28	Sat		Talent Show - Std III
29	Sun	H	
30	Mon		
31	Tue		

## NOVEMBER 2023

1	Wed		Kerala Piravi / Arts Exhibition
2	Thu		
3	Fri		First Friday Holy Mass
4	Sat		
5	Sun	H	
6	Mon		
7	Tue		
8	Wed		
9	Thu		45th Annual Science Fair
10	Fri		45th Annual Science Fair
11	Sat	H	2 <sup>nd</sup> Saturday
12	Sun	H	Deepavali
13	Mon		
14	Tue		Kids' Annual Day & Children's Day Celebration
15	Wed		
16	Thu		
17	Fri		
18	Sat		Talent Show - Std XI
19	Sun	H	
20	Mon		
21	Tue		
22	Wed		
23	Thu		
24	Fri		
25	Sat		Talent Show - Std II
26	Sun	H	
27	Mon		
28	Tue		
29	Wed		
30	Thu		

## DECEMBER 2023

1	Fri		First Friday Holy Mass 1st Model Examination (Std X & XII)
2	Sat		
3	Sun	H	
4	Mon		
5	Tue		
6	Wed		
7	Thu		Christmas & Annual Day
8	Fri		
9	Sat	H	2 <sup>nd</sup> Saturday
10	Sun	H	
11	Mon		
12	Tue		Excellence Award Day
13	Wed		
14	Thu		
15	Fri		PT2 (KG - VIII) / PT3 for Std IX & XI
16	Sat		
17	Sun	H	
18	Mon		Model Practical Examination - Std XII
19	Tue		
20	Wed		
21	Thu		
22	Fri		School closes for Christmas Holidays
23	Sat		
24	Sun	H	
25	Mon		Christmas
26	Tue		
27	Wed		
28	Thu		
29	Fri		
30	Sat		
31	Sun	H	

## JANUARY 2024

1	Mon		
2	Tue	H	Mannam Jayanthi
3	Wed		School reopens after Christmas holidays 2nd Model Examination (Std X & XII) Founder's Day
4	Thu		
5	Fri		First Friday Holy Mass
6	Sat		
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat	H	2 <sup>nd</sup> Saturday / Talent Show - LKG
14	Sun	H	
15	Mon		Board Practical Examination
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		Talent Show - Std I
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		PT3 (KG - VIII)
25	Thu		
26	Fri	H	Republic Day
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		
31	Wed		



## FEBRUARY 2024

1	Thu		
2	Fri		First Friday Holy Mass
3	Sat		
4	Sun	H	
5	Mon		
6	Tue		
7	Wed		
8	Thu		
9	Fri		
10	Sat	H	2 <sup>nd</sup> Saturday
11	Sun	H	
12	Mon		
13	Tue		
14	Wed		
15	Thu		
16	Fri		
17	Sat	H	
18	Sun	H	
19	Mon		
20	Tue		
21	Wed		
22	Thu		
23	Fri		
24	Sat		
25	Sun	H	
26	Mon		
27	Tue		
28	Wed		Annual Examination (I - VIII)
29	Thu		

## MARCH 2024

1	Fri		First Friday Holy Mass
2	Sat		
3	Sun	H	
4	Mon		Annual Examination (KG)
5	Tue		
6	Wed		
7	Thu		
8	Fri	H	International Women's Day / Maha Shivaratri
9	Sat	H	2 <sup>nd</sup> 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		KG Graduation Day Celebration
24	Sun	H	
25	Mon		
26	Tue		
27	Wed		
28	Thu	H	Maundy Thursday
29	Fri	H	Good Friday
30	Sat		
31	Sun	H	Easter

**APRIL 2024**

1	Mon		
2	Tue		
3	Wed		Result declaration
4	Thu		
5	Fri		
6	Sat	H	2 <sup>nd</sup> Saturday
7	Sun	H	
8	Mon		
9	Tue		
10	Wed		
11	Thu		
12	Fri		
13	Sat		
14	Sun	H	Vishu
15	Mon		
16	Tue		
17	Wed		
18	Thu		
19	Fri		
20	Sat		
21	Sun	H	
22	Mon		
23	Tue		
24	Wed		
25	Thu		
26	Fri		
27	Sat		
28	Sun	H	
29	Mon		
30	Tue		

**NAMES OF TEACHERS**

Class ..... Div ..... Class Teacher .....

SL	Subject	Name of Teacher
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		

## LEAVE RECORD

Leave Application / Date of 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

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

## LEAVE RECORD

Leave Application / Date of 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										
3										
4										
5										
6										
7										
8										
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29										
30										
31										
Total										



## RECORD OF INCOMPLETE UNIFORM

Date	Jun	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar
1										
2										
3										
4										
5										
6										
7										
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26										
27										
28										
29										
30										
31										
Total										

## THE BOOKS I HAVE READ THIS YEAR

No.	Date	Author, Title, Description, Remark

## THE BOOKS I HAVE READ THIS YEAR

No.	Date	Author, Title, Description, Remark

## THE BOOKS I HAVE READ THIS YEAR

No.	Date	Author, Title, Description, Remark







## HOME ASSIGNMENT

Date	Subject	Details of homework	Parent's Sign

































**PRINCIPAL'S PAGE**

Date	Remarks	Sig. of Guardian

*To serve humanity is to serve God*

## 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 handbook during PTA Meeting.*







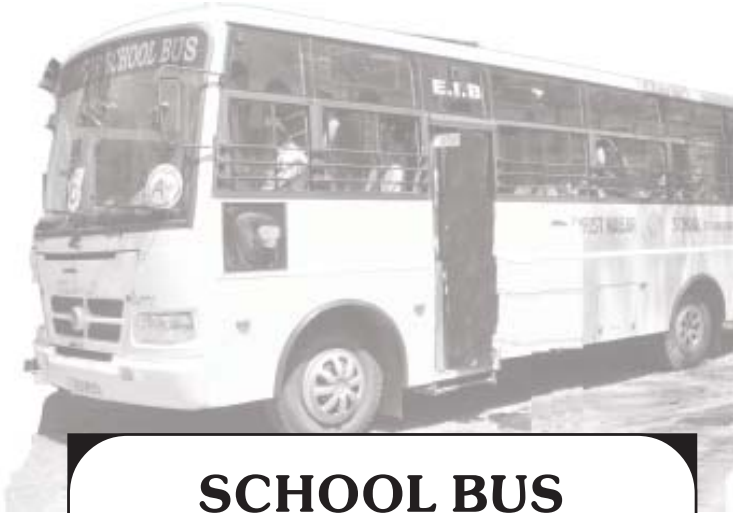












## **SCHOOL BUS ROUTES AND TIMINGS**

*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	6.51	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	Chempakasseri
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	Kootappana
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	2.12	Thrikkannapuram Bridge
17	7.20	2.08	Poojapura Circle
18	7.22	2.06	DPI
19	7.23	2.05	All India Radio

### 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	Airport
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	7.11	2.16	Vadayakadu
14	7.12	2.14	Moolavilkam
15	7.13	2.12	Thampuranmukku
16	7.14	2.10	Varambasserri
17	7.15	2.27	Law college
18	7.17	2.25	P M G

### ROUTE NO. 15

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.10	3.20	Bhagatsingh Road
2	6.30	2.23	Murinjapalam
3	6.35	2.27	Avittom Road
4	6.40	2.40	Akkulam Bridge
5	6.42	2.42	LULU Mall
6	6.50	2.52	Anayara
7	6.55	2.35	KIMS Hospital
8	7.00	2.25	Kumarapuram
9	7.02	2.23	Tagore Gardens
10	7.03	2.22	Kannammoola Jn
11	7.05	2.21	MC Police Station
12	7.06	2.20	Medical College Garage Jn
13	7.10	2.17	Chalakuzhi
14	7.12	2.15	Pattom
15	7.15	2.10	Kuravankonam
16	7.16	2.08	kulathunkal Motors
17	7.18	2.05	Ambalamukku

### ROUTE NO. 16

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.30-2.55		Engineering College
2	6.31-2.35		Marvila
3	6.35-2.52		Arassummoodu
4	6.40-2.51		Kulathoor
5	6.45-2.50		Attinkuzhi
6	6.47-2.41		Highway
7	6.50-2.38		MGM School
8	6.53-3.00		Kazhakootam
9	6.58-3.03		Vettu Road
10	6.59-3.05		Kariavattom
11	7.00-2.45		Chavadimukku
12	7.05-2.42		Sreekariyam
13	7.08-2.27		Elamkulam
14	7.10-2.25		Pongummoodu (Kurisadi Jn)
15	7.12-2.20		Plamoodu
16	7.23-2.06		PMG
17	7.25-2.04		Museum

### ROUTE NO. 17

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.25-3.20		Azhikode
2	6.58-3.14		Karippoor
3	6.45-3.13		Pulippara
4	6.37-3.12		Maruthanakam
5	6.33-3.10		10th Stone
6	6.32-3.08		Valicode
7	6.30-3.05		11 th stone
8	6.36-3.00		Pazhakutty
9	6.40-2.58		Arasuparambu
10	6.44-2.52		Mulamukku
11	6.48-2.50		Kizhakke Ela
12	6.51-2.46		Vidhyadirajapuram
13	7.08-2.25		Eanikkara
14	7.10-2.20		Vazhayila
15	7.15-2.10		Vazhayila Church

### ROUTE NO. 18

1	6.30-3.05	Thirumala
2	6.32-3.00	Mangattukadavu
3	6.35-2.58	Thachottukavu
4	6.40-2.55	Peyad Carmel School JN, Manjadi
5	6.44-2.52	Pallimukku
6	6.46-2.50	Peyad
7	6.48-2.42	Kundamanbhagam
8	6.50-2.40	Valiyavila
9	6.52-2.37	Elipode
10	6.54-2.35	Vettamukku
11	6.56-2.32	P T P entrance
12	6.58-2.30	Arappura Jn
13	7.00-2.28	Vattiyoor kavu
14	7.08-2.22	Manjadimoodu
15	7.12-2.17	Kanjirampara
16	7.15-2.15	Maruthankuzhi
17	7.16-2.10	Sasthamangalam

### ROUTE NO. 19

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.30-3.00		Ambalathara
2	6.35-2.52		Kamaleswaram
3	6.40-2.47		Manacaud
4	6.43-2.44		Attukal
5	6.48-2.40		Konchiravila
6	6.53-2.35		Chiramukku
7	6.57-2.31		Kaladi
8	7.00-2.28		Thaliyal
9	7.03-2.24		Karamana
10	7.07-2.21		Swaraj Motors
11	7.10-2.19		Thampanoor
12	7.12-2.15		Thampanoor Police Station Jn
13	7.13-2.12		Panavila Jn
14	7.14-2.10		Bakery Jn
15	7.15-2.07		Nandavanam
16	7.20-2.05		Vellayambalam

### 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 Jn
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. 20

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.55-2.40		Vattiyoor kavu Police Station
2	6.57-2.37		Mannarakanam
3	7.00-2.35		Melathumele
4	7.02-2.30		Mannammoola
5	7.05-2.28		Peroorkada
6	7.06-2.26		Kudappanakkunnu Jn
7	7.08-2.38		Poomallyoorkonam
8	7.10-2.14		Mukkola Jn
9	7.15-2.12		Oolampara
10	7.16-2.11		Homeo Research Center
11	7.17-2.10		SAP
12	7.18-2.08		Pipinmoodu Park
13	7.20-2.05		Sasthamangalam Jn
14	7.25-2.00		Indira Bhavan

### ROUTE NO. 22

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.40-3.00		Kulashekaram
2	6.44-2.58		Kadayilmudampu
3	6.45-2.56		Vellaikadavu
4	6.50-2.55		Puliyarakonam
5	6.55-2.50		Moonnammoodu
6	7.00-2.45		Vazhottukonam
7	7.05-2.40		Thoppumukku
8	7.08-2.35		Nettayam
9	7.13-2.27		Manikanteswaram Jn.
10	7.16-2.20		Manikanteswaram Temple
11	7.18-2.32		Mannarakanam
12	7.21-2.14		Indira Nagar
13	7.25-2.08		Ambalamukku
14	7.26-2.07		Kowdiar Palace
15	7.27-2.06		Toll Jn.

**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		Vazhavilakom
11	7.06-2.21		Kulathara
12	7.08-2.19		Maruthurkadavu Bridge
13	7.09-2.18		Kaimanam
14	7.10-2.14		TVS
15	7.14-2.08		Kunjalumoodu 2
16	7.20-2.03		Edapazhanji
17	7.23-2.01		Kochar Road
18	7.25-2.00		SMC

**ROUTE NO. 25**

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.48-2.35		Pangodu Military Camp
2	6.50-2.30		S K Hospital
3	6.53-2.25		Kochar Road
4	6.56-2.20		Maruthankuzhi
5	6.59-2.16		Sasthamangalam
6	7.00-2.15		Pippinmoodu
7	7.10-2.14		Golfinks
8	7.12-2.13		TTC
9	7.13-2.12		Jawahar Nagar-1
10	7.14-2.11		Jawahar Nagar-2
11	7.15-2.10		Jawahar Nagar-3
12	7.16-2.09		Jawahar Nagar-4
13	7.18-2.08		Nanthencode
14	7.19-2.07		YMR
15	7.20-2.06		Cliff House
16	7.21-2.05		Devaswom Board

**ROUTE NO. 24**

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.40-2.44		Keltron Jn
2	6.42-2.41		Karakulam Jn
4	6.43-2.40		Karakulam Bridge
5	6.44-2.39		Karakulam Panchayath Office
3	6.48-2.36		Kachani
6	6.50-2.32		Vettikonam
7	6.52-2.30		Kavadithalakkal
8	7.00-2.26		Vazhayila
9	7.02-2.25		Peroorkada
10	7.05-2.22		AKG Nagar
11	7.07-2.20		Kudappanakunnu
12	7.10-2.18		NCC Road
13	7.13-2.15		Vayalikada
14	7.15-2.11		Santhwana Hospital
15	7.18-2.08		Ambalamukku (Kurisadi)

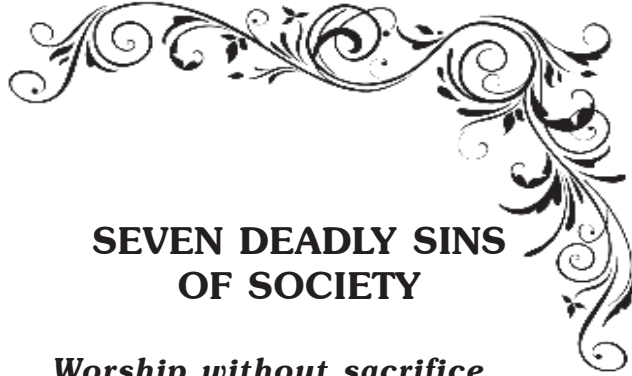
**ROUTE NO. 26**

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.40-2.45		PTP Nagar
2	6.50-2.35		Elippodu Jn
3	6.52-2.23		Arayalloor
4	6.53-2.30		Thirumala
5	6.54-2.29		Vijaya Mohini Mill
6	6.56-2.27		Mudavanmugal
7	6.58-2.25		Poojappura Pareeksha Bhavan
8	7.05-2.18		Kunjalumoodu
9	7.07-2.16		Melarannoor Qtrs
10	7.09-2.14		Jagathy
11	7.10-2.13		Kannettumukku
12	7.12-2.12		Shanti Kavadam Thycaud
13	7.13-2.11		Choorakkattupalayam
14	7.14-2.10		Killipalam School Jn
15	7.15-2.09		Thycadu Hospital
16	7.16-2.08		Mettukada
17	7.17-2.07		Womens College
18	7.18-2.06		Forest Office
19	7.19-2.05		Althara
20	7.20-2.00		Vellayambalam

**ROUTE NO. 27**

SI. NO.	TIME		BOARDING POINT
	am	pm	
1	6.35-2.47		Sasthamkonam
2	6.38-2.41		Alathara Junction
3	6.40-2.37		Cheruvackal
4	6.48-2.35		Akkulam
5	6.52-2.33		Loyola School
6	7.02-2.30		Sreekariyam
7	7.04-2.28		Kariyam
8	7.05-2.27		Chempazhanthi
9	7.06-2.25		Chengottukonam
10	7.07-2.23		Pothencodu
11	7.08-2.18		Njandoorkonam
12	7.10-2.16		Mannanthala Jn
13	7.12-2.14		St.Thomas Mukkola Jn
14	7.13-2.13		Choozhampala
15	7.14-2.11		Vayalikada
16	7.15-2.10		Kuravankonam





**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*

