

RISHS INTERNATIONAL SCHOOL

**MANGADU, CHENNAI – 600122.
CBSE AFFILIATION NO: 1930979**

**ARCOT, RANIPET-632509
CBSE AFFILIATION NO: 1931083**



**ACADEMIC YEAR
2022-2023**

Student's Handbook

www.rishsinternationalschool.com

MESSAGE FROM THE CHAIRMAN

Dear Students,

Greetings!

You are entering into the new world. You are one among the world's population of around eight billion people. We are ready to bring you out to this world and take you to the next level from where you are today. Be ready for the wonderful transformation and transition.

This journey is very simple. At your end, you need to take three measures.

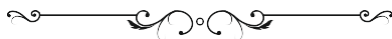
The first thing is to identify yourself as to where you stand in this world. The second thing is to decide where you want to reach or decide your destination in term of a successful career. The third most important thing is to plan your steps to reach your destination.

At RISHS, it is our duty to help each one of you to nurture all the required skills and knowledge necessary to take off successfully after schooling so that you reach your destination with pride and confidence.

So, my dear students, start today and start now. All the best to each one of you to become a global leader.

***“YOU CAN WIN! THE WORLD IS WAITING TO CELEBRATE YOUR SUCCESS!
“ARISE, AWAKE AND STOP NOT TILL THE GOAL IS REACHED”***

With loads of Love and wishes from
THE CHAIRMAN, RISHS FAMILY.



List of Important Contact details

MANGADU

Reception	709 4455 727
General Enquiry	709 4455 700 / 701 / 702
Admissions	958 5555 555
Principal	principal@rishsinternationalschool.com
Vice Principal	viceprincipal.hs@rishsinternationalschool.com
Accounts head	gmfinance@rishsinternationalschool.com
Chairman's Office	chairman@rishsinternationalschool.com

ARCOT

Reception	9080194304
General Enquiry	9500241666/9342914488/9342914499
Admissions	9750830000
Principal	principal.arcot@rishsinternationalschool.com
Vice Principal	viceprincipal.arcot@rishsinternationalschool.com
Accounts head	gmfinance@rishsinternationalschool.com
Chairman's Office	chairman@rishsinternationalschool.com



RISHS INTERNATIONAL SCHOOL (CBSE)

STUDENT'S PROFILE (2022 - 2023)

Passport Size
Photo
in
School
Uniform

Name _____ Std _____ Sec _____

Date of Birth _____ Blood Group _____

Gender _____ Nationality _____ Religion _____

PARENT DETAILS :

Details	Father	Mother	Guardian
Name			
Qualification			
Occupation			
Office Address			
Current Address			
Permanent Address			
Mobile No.			
Landline No.			

Name of Brothers/sisters studying in Rishs International school, if any

1.		Std.	
2.		Std.	
3.		Std.	

Mode of Transport : ☐ School Transport ☐ Private Transport

If by school Vehicle: Boarding Point : _____ Bus No : _____

Previous School studied : _____

EMIS NO : _____ Aadhar No : _____

HEALTH PROFILE

This information will be useful to the school in case of an emergency injury/sickness.

Any immediate relatives / Friend's phone No : _____

Can the child be given any emergency treatment in school? Yes / No

HISTORY OF ALLERGIES :

OTHERS

To Drugs :

Chronic illness if any :

To Foods :

To Physical agents :

Do you come from the Containment Zone (**Covid '19**) yes / No?

Any of yours close relatives/neighbors 'tested positive for (**covid '19**) Yes / No

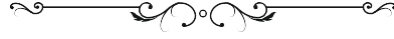
Signature of the Class Teacher

Signature of the Father/Guardian

RISHS PRAYER

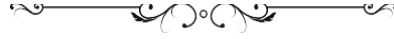
~ Shanti Mantra ~

asato mā sadgamaya
tamasomā jyotir gamaya
mrityormā amritamgamaya
Om śhānti śhānti śhāntiḥ i



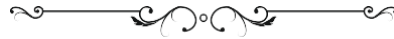
~ Guru Mantra ~

Gurur Brahma Gurur Vishnu
GururDevo Maheshwaraha
Guru Saakshaat Para Brahma
Tasmai Sri Gurave Namaha



RariRôn YôrjÕ

¿WôÚe LPÔÓjR ¨XUPkûRd ùL¯ùXôÝĬm...
°WôÚm YR]ùU]j §LrTWRd LiPd§p...
ùRdLQØm A§t £\kR §Wô®PSp §ÚSôÓm...
RdL£ß ©û\ÖRŪm R¬jRSßk §XLØúU...
Aj§XL YôNû]úTôp Aû]jÕXĬm CuTØ\...
Gj§ûNŪm ×LrUQdL CÚkRùTÚk RdZQeúL!
RdZQeúL!
Eu °¬[ûUj §\m®VkÕ
ùNVpU\kÕ YôrjÕÕúU!
YôrjÕÕúU!
YôrjÕÕúU!



National Pledge

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

FLAG SONG

YkúR UôRWm
YkúR UôRWm!
Ñ_Xôm ÑTXôm
UX_V °RXôm
`vV µVôU[ôm
UôRWm! YkúR UôRWm!

`÷IWw úVôj^]
×XiRVôd²m
×pX Ĩ^÷dR jÚURX
ú`ô©²m
Ñaô£²m ÑUÕW
Tôµ²m
ÑLRôm YWRôm
UôRWm!
YkúR UôRWm! YkúR UôRWm!

National Anthem

Jana-gana-mana-adhinayaka jaya heBharata-
bhagya-vidhata Punjaba-Sindhu-Gujarata-
Maratha Dravida-Utkala-Banga Vindhya-
Himachala-Yamuna-Gangauchchala-jaladhi-
taranga
Tava shubha name jage, tava shubha asisa mage,
gahe tava jaya-gatha.
Jana-gana-mangala-dayaka jaya heBharata-
bhagya-vidhata.
Jaya he, Jaya he, Jaya he,
jaya jaya jaya, jaya he.

ABOUT RISHS INTERNATIONAL SCHOOL

OUR VISION :

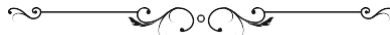
At RISHS, we believe in unleashing the innate excellence in every child. The emphasis is on nurturing better human beings who always bring out the best in them. These continuously contributing citizens of a better tomorrow shall always be the hallmark of RISHS.

OUR MISSION :

The school's mission is to foster a learning environment where education is the culmination of the natural progression of a child's world view and not merely an academic reflection. For us, it is important to enquire, explore and innovate rather than just impart. We strive to sculpt our students into true scholars.

OUR MOTTO :

“Sculpting lives by shaping minds.”



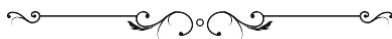
ACADEMICS - WE OFFER

COURSES OFFERED IN ADDITION TO CBSE CURRICULUM (PREPARATION FOR COMPETITIVE EXAMS, IIT-JEE/NEET EXAMS)	SUBJECTS OFFERED IN GRADE XI
	Maths, Physics, Chemistry, Biology
	Physics, Chemistry, Biology, Psychology, Physical Education
	Maths, Physics, Chemistry, Computer Science
Grade VI TO VIII - "ANISH FOUNDATION"	
Grade IX AND X - "ANISH INTEGRATED"	Accountancy, Economics, Business Studies, Applied Maths
Grade XI AND XII - "ANISH SUPREME"	Accountancy, Economics, Business Studies, Computer Science

SCHOOL WORKING HOURS

GRADE	TIMINGS
PRE KG, LKG	8.30 am - 12.30 pm
UKG to V	8.30 am - 3.30 pm
VI TO XII	8.30 am - 3.45 pm
"ANISH COURSES"	Upto 5.30 pm

- Students are expected to be in their respective classrooms by 8.25 am.
- The school gate will be closed at 8.30 am.
- Students reporting beyond 8.30 am will be considered late.
- Those students who report late will have to pay Rs.20/- as fine.
- Regular late comers (three days and more per month) should come with their parents to meet the Principal.



OTHER INSTRUCTIONS

- Parking of vehicles of the parents is not permitted within the campus.
- Parents have to wait near the barricade to collect their wards.
- Students from classes I-XII will be accompanied by their respective class teachers during dispersal.
- In case of a request from any of the parents of Classes V - IX to retain their wards until they come, the requisition form for the same can be filled in, at the reception and submitted.
- Escort pass should be carried by all the parents and the guardians nominated by the parents.
- Parents should ensure that a sensible speed limit is maintained while entering the campus 10Km/Hr
- Parents are expected to follow ethical code of dressing while entering the school campus. Inappropriate clothing is strictly forbidden. Formal and decent wear is mandatory.
- On Student's birthday, the child can come in colour dress, but distribution of chocolates is not permitted.
- Parents/Students shall not give any gifts for teachers. Action will be taken at both ends.
- School shall not be responsible for any of the students' belongings.
- Parents are expected to conduct with the decorum anticipated in an educational institution and any violation will be viewed with great concern.
- Any change of residential address should be informed to the class teacher.

GUIDELINES FOR LUNCH AND SNACKS

- Care should be taken in packing lunch and snacks for the students by their parents. Healthy snacks preferably fruits, sprouts and pea-nuts can be sent.
- The students should carry a lunch towel and a spoon.

- Lunch packed should preferably be vegetarian and should be of an age appropriate quantity. Wastage of food cannot be encouraged.
- Any kind of celebrations amongst friends or with teachers within the school campus during lunch break or after school hours will not be entertained.

ACADEMIC RELATED INSTRUCTIONS

- All parents are expected to attend the parent teachers' meetings conducted by the school.
- During the PTM, the parents will first have a common meeting in the Atrium addressed by the Principal. After which the parents will meet the class teachers and the subject teachers in the class rooms.
- Parents to guide children to carry the books as per the time table.
- Parents are expected to monitor the students' study time and ensure he/she completes the home work promptly. The details of the home work will be sent through SMS (Never skip).
- In case students come to school without doing their homework repeatedly, the parents will have to meet the Principal.
- Parents to avoid students being active on the social media.
- Any academic related issues can be brought to the notice of the Principal either by mail or in person.
- Each Child (I TO VIII) is supposed to choose either western dance or classical dance, similarly either western music or classical music.

PROCEDURE TO TAKE LEAVE - STUDENTS

- Parents are supposed to follow the template given in the handbook for applying leave for your ward.
- Parents are supposed to send through your ward the leave letter duly signed by them to the class teachers one day before (planned holiday) and the next day (unplanned holiday).
- Also parents to update the leave details in the handbook accordingly.

- In case of long leave due to health issues, (more than three days) the parents shall submit the leave letter along with the medical certificate when your ward reports to school.

Prescribed period of quarantine in case of the following viral & bacterial infections

Chicken Pox	-	Until the scabs fall off completely.
Cholera	-	Until the pupil is completely recovered.
Measles	-	Complete two weeks after the rashes disappear.
Mumps	-	Until the swelling has gone.
Whooping Cough	-	Six weeks
Jaundice	-	Six weeks
Covid-19	-	Till Quarantine

DO'S AND DON'TS FOR STUDENTS

- Every student should wear his / her identity card and bring the school diary every day to school.
- Students should adhere strictly to the dress code and avoid wearing jarring accessories
- Boys should have a short crew haircut and lengthy and unkempt hair will not be allowed. Girls should tie their hair neatly into a single plait using a white hair band. Hair should be neatly tied as a pony tail, if short hair, the fringes should be clipped neatly.
- Students should strictly avoid tattoos, gold jewelry, bangles and flowers to school.
- Students are not allowed to drive two wheelers to school.
- Chewing gum, drugs and soft drinks are strictly prohibited.
- Bullying is a punishable offence and is strictly prohibited inside the campus and in the school transport. Inappropriate language inside the campus and the school bus will also not be entertained.

- Mobile phones / other electronic gadgets / toys / magazines / are strictly prohibited and possessing them without prior permission will lead to dire consequences. The mobile phones if confiscated cannot be claimed back.
- Students should refrain from scribbling on the walls or messing up the classrooms or damaging the school property. Parents / Guardians will have to compensate for the damage caused by their ward.
- Exchange of valuables or money transactions is not allowed among the students.
- Students should take part actively in all the sporting activities / club activities / community outreach programs / cultural programs / field visits / and utilize all the opportunities given by the school.
- Non-adherence to the school rules will lead to severe consequences including rustication or withdrawal of the students.

ADMISSION / WITHDRAWAL PROCEDURE

- The applications will be available from the month of December online or at the school admission cell.
- The parents seeking admission should produce the transfer certificate and the conduct certificate from the previous institution.
- The last date for applying for transfer certificate (TC) is 15th December 2022. If applying for TC, after the last date, the first term fee for the next academic year should be paid.
- The students who discontinue in the middle of the academic year should pay the complete fee meant for the entire year.

DETAILS OF FEE PAYMENT

- You are expected to pay the fees on or before the dates mentioned below. In case the payment is made after the last date, a fine of Rs.20/- per day will be collected in addition to the actual fee.

Term	Deadline
Term I	10 th March, 2022
Term II	10 th July, 2022
Term III	10 th October, 2022

PAYMENT THROUGH NEVERSKIP PARENT APP

OPTIONS	MODE OF PAYMENT
ONLINE OR MOBILE BANKING	DEBIT CARD
	CREDIT CARD
	NET BANKING
	QR CODE
	UPI
	PREPAID WALLET
	EMI
	AMEX

PARENT - SCHOOL INTERFACE :

- Students' cell is functional at RISHS to serve the parents effectively by answering all their queries. They can be contacted at the following numbers.

MANGADU	ARCOT
91 709 4455 700	91 9150079501
91 709 4455 701	
91 709 4455 702	

- All enquiries can be registered at the students' cell Monday - Saturday from 9.00am to 5.00pm
- The Principal's Personal Assistant (PA) can be reached through 7094455731(Mangadu) and 9500241666 (Arcot), if the queries are not attended to by the students' cell executives.
- In case the queries still remain unattended then the Chairman's Personal Assistant (PA) can be reached through 7094455728.
- Parent teachers meeting will be held once in every month. All Parents are expected to attend the same without fail.
- Official circulars related to field trips, events and any change in the schedule, will be sent through the students or through message.
- Parents can also express their concerns directly to the Principal which will be dealt confidentially.
- Parents have to contact the students' cell in case there are any issues in accessing the school app.
- The user name and password given for the school app should be kept safe.

SCHOOL TRANSPORT

- Parents can avail the school transport if need be. In this regard, parents need to fill the enquiry form.
- Nearest pick-up and drop points will be decided by the transport manager. Door step pick-up and drop will not be entertained.
- For any queries regarding the transport, kindly contact the transport Manager 9342914505(Mangadu) and 9342914488(Arcot).
- Parents availing school transport are requested to pay the fee either as a single payment or in two instalments (by 14th April and By 14th August).
- The transport fee is non-refundable.
- In case students availing school transport are picked from school for any emergency, a written request from the parent is mandate.
- Change of boarding point will be considered only in case the student has shifted the residence and on payment of the addition fee if applicable.
- Request for change of routes will not be encouraged.
- Parents are always expected to accompany their wards before they board or alight from the school transport at the respective points.
- Transport is available on all working days, except during functions and celebrations, PTMs etc..
- In case school transport does not ply for any specific reason, the same will be informed to the parents one day prior, in which case the parents need to make alternate arrangements for drop and pickup.
- Student's leave letter sent through van drivers / van mothers will not be entertained.
- RFID card should be kept safely for verification, if required.
- Students are expected to use appropriate language and maintain discipline in the bus/van. Any kind of misbehavior may demand serious action.
- Any discrepancies faced must be intimated at 9585555555.
- Giving monetary tips to drivers/van mother is strictly prohibited.
- The buses are facilitated with a GPS tracking device and you will receive notification regarding the arrival of the bus at your pick-up point.
- Parents are expected to adhere to the timing fixed by the school.

MONTHLY CALENDAR		
APRIL 2022		
Date	Days	Activity / Celebrations
1	FRI	
2	SAT	Telugu New Year
3	SUN	
4	MON	
5	TUE	
6	WED	School Reopens
7	THUR	International Children's Book Day - KG-GRADE V
8	FRI	
9	SAT	
10	SUN	
11	MON	
12	TUE	
13	WED	
14	THUR	Tamil New Year
15	FRI	Good Friday
16	SAT	
17	SUN	Easter
18	MON	
19	TUE	
20	WED	
21	THUR	
22	FRI	World Earth Day - Grade I - V
23	SAT	
24	SUN	
25	MON	
26	TUE	
27	WED	
28	THUR	
29	FRI	
30	SAT	
Tell me and I forget. Teach me and I remember. Involve me and I learn.		

MONTHLY CALENDAR		
MAY 2022		
Date	Days	Activity / Celebrations
1	SUN	May Day
2	MON	
3	TUE	Ramzan
4	WED	
5	THUR	
6	FRI	
7	SAT	
8	SUN	
9	MON	
10	TUE	
11	WED	
12	THUR	
13	FRI	
14	SAT	
15	SUN	
16	MON	
17	TUE	
18	WED	
19	THUR	
20	FRI	
21	SAT	
22	SUN	
23	MON	
24	TUE	
25	WED	School reopens for Grade X and XII
26	THUR	
27	FRI	
28	SAT	
29	SUN	
30	MON	
31	TUE	
Never do tomorrow what you can do today. Procrastination is the thief of time.		

MONTHLY CALENDAR		
JUNE 2022		
Date	Days	Activity / Celebrations
1	WED	
2	THUR	
3	FRI	
4	SAT	
5	SUN	
6	MON	
7	TUE	
8	WED	
9	THUR	School reopens for grade I - IX / Back to School Program
10	FRI	Activity - Grade I - V - Team Play / Sports Activity- VI TO IX
11	SAT	
12	SUN	
13	MON	School reopens for KG
14	TUE	
15	WED	
16	THUR	
17	FRI	KG - MOM & ME
18	SAT	World Picnic Day (SST & ENG- III TO IX)
19	SUN	
20	MON	World Father's Day (KG)
21	TUE	International Yoga Day (KG TO IX)
22	WED	
23	THUR	
24	FRI	
25	SAT	Dohe recitation of Kabir Das (III- X)/ Investiture Ceremony
26	SUN	
27	MON	
28	TUE	
29	WED	
30	THUR	
Education is the Best Friend. An Educated Person is Respected Everywhere. Note : Reopening date is subject to change based on G.O.		

MONTHLY CALENDAR		
JULY 2022		
Date	Days	Activity / Celebrations
1	FRI	KG Colour Day - RED DAY
2	SAT	
3	SUN	
4	MON	
5	TUE	
6	WED	
7	THUR	Periodic Assessment -1 begins / World Chocolate Day - KG
8	FRI	
9	SAT	
10	SUN	Bakrid
11	MON	World Population Day (SST- III TO V)
12	TUE	
13	WED	
14	THUR	
15	FRI	Tamil Oratorical competition (VI-VIII), Kavidhai poti (IX-XII)
16	SAT	Debate in English (III -IX)/Open Day
17	SUN	
18	MON	
19	TUE	
20	WED	
21	THUR	
22	FRI	Young Chef - Grade I - V
23	SAT	
24	SUN	
25	MON	
26	TUE	Kargil Diwas Day
27	WED	
28	THUR	
29	FRI	
30	SAT	Socio -Dramatic Play 1 (KG - Grade V)
31	SUN	
Words without deeds are worthless		

MONTHLY CALENDAR		
AUGUST 2022		
Date	Days	Activity / Celebrations
1	MON	
2	TUE	
3	WED	
4	THUR	
5	FRI	Varalakshmi Pooja
6	SAT	Annual Sports Day
7	SUN	
8	MON	Book Lovers Day - Grade KG - V
9	TUE	Muharram
10	WED	
11	THUR	KG 50th Day Celebration
12	FRI	Patriotic Song Competition in Hindi (VI- IX) / KG Colour Day - Green Day
13	SAT	
14	SUN	
15	MON	Independence Day
16	TUE	
17	WED	Periodic Assessment -2 Begins
18	THUR	
19	FRI	Janmashtami
20	SAT	
21	SUN	World Senior Citizen's Day (Music & Art-I - IX)
22	MON	
23	TUE	
24	WED	
25	THUR	
26	FRI	
27	SAT	Open Day
28	SUN	
29	MON	
30	TUE	
31	WED	Vinayaka Chaturthi
Don't limit your challenges; challenge your limits		

MONTHLY CALENDAR		
SEPTEMBER 2022		
Date	Days	Activity / Celebrations
1	THUR	
2	FRI	War Of Words- Preliminary(I - IX)
3	SAT	
4	SUN	
5	MON	Teacher's Day
6	TUE	
7	WED	War of Words- Finale (I - IX)
8	THUR	Onam/ International Literacy Day (ENG-III -V)
9	FRI	Grandparents Day - KG - Grade II
10	SAT	
11	SUN	
12	MON	
13	TUE	
14	WED	Founder's Day/ Hindi Divas
15	THUR	KG Colour Day - Blue Day
16	FRI	Summative Assessment 1 Begins
17	SAT	
18	SUN	
19	MON	
20	TUE	
21	WED	
22	THUR	
23	FRI	
24	SAT	
25	SUN	
26	MON	Navarathri Begins
27	TUE	
28	WED	Term I Holiday begins
29	THUR	
30	FRI	
Remember, if you want a different result, do something different		

MONTHLY CALENDAR		
OCTOBER 2022		
Date	Days	Activity / Celebrations
1	SAT	International Music Day (I TO IX)
2	SUN	Gandhi Jayanthi
3	MON	
4	TUE	Ayudha Pooja
5	WED	Vijayadhasami
6	THUR	School Reopens
7	FRI	KG Mad Hatters Day
8	SAT	Term I Open Day
9	SUN	Miladi Nabi
10	MON	National Postal Day (KG - Grade V) Fieldtrip
11	TUE	
12	WED	
13	THUR	
14	FRI	
15	SAT	
16	SUN	
17	MON	
18	TUE	
19	WED	KG 100th Day Celebration
20	THUR	
21	FRI	KG Colour Day - Yellow Day
22	SAT	Talent Day (KG - V)
23	SUN	
24	MON	Diwali/ United Nations Day (SST, ENG- IV)
25	TUE	
26	WED	
27	THUR	
28	FRI	
29	SAT	International Internet Day (C.SC- III -XII)/ Halloween (KG - V)
30	SUN	
31	MON	
<i>Success is a journey, not a destination</i>		

MONTHLY CALENDAR		
NOVEMBER 2022		
Date	Days	Activity / Celebrations
1	TUE	Socio -Dramatic Play 2 (KG - Grade V)
2	WED	
3	THUR	
4	FRI	
5	SAT	Periodic Assessment-3 begins
6	SUN	
7	MON	Tamil Essay Writing Competition (VI -XII)
8	TUE	
9	WED	
10	THUR	Children's Day/ World Diabetes Day (SCI- IX)
11	FRI	
12	SAT	
13	SUN	
14	MON	
15	TUE	Open Day
16	WED	
17	THUR	
18	FRI	
19	SAT	
20	SUN	
21	MON	
22	TUE	National Constitution Day(SST- III -XI) / KG Colour Day - Orange Day
23	WED	
24	THUR	
25	FRI	
26	SAT	
27	SUN	
28	MON	
29	TUE	
30	WED	
Perseverance and determination are the ingredients of success		

MONTHLY CALENDAR		
DECEMBER 2022		
Date	Days	Activity / Celebrations
1	THUR	
2	FRI	
3	SAT	
4	SUN	
5	MON	
6	TUE	Karthigai Deepam
7	WED	
8	THUR	
9	FRI	
10	SAT	Human Rights Day (SST- VI TO VIII)
11	SUN	
12	MON	
13	TUE	
14	WED	
15	THUR	Periodic Assessment-4 begins
16	FRI	
17	SAT	Hindi Elocution (VI - X)
18	SUN	
19	MON	
20	TUE	
21	WED	
22	THUR	International Day of Mathematics (IX TO XII) / Math day - Grade I - V
23	FRI	
24	SAT	Open Day/Christmas Holidays begin
25	SUN	
26	MON	
27	TUE	
28	WED	
29	THUR	
30	FRI	
31	SAT	
Winners don't do different things, they do things differently		

MONTHLY CALENDAR		
JANUARY 2023		
Date	Days	Activity / Celebrations
1	SUN	
2	MON	School Reopens
3	TUE	
4	WED	
5	THUR	
6	FRI	
7	SAT	Thirukural Recitation (I - X)
8	SUN	
9	MON	
10	TUE	
11	WED	
12	THUR	Swami Vivekanandha's B
13	FRI	Pongal Celebration- (KG -XII)
14	SAT	
15	SUN	Pongal/ Indian Army Day
16	MON	Uzhavar Thirunaal
17	TUE	Tiruvalluvar day
18	WED	School Reopens
19	THUR	
20	FRI	
21	SAT	
22	SUN	
23	MON	Netaji Subhash Chandrabose Jayanthi (III- V)
24	TUE	National Girl Child Day (III-VIII)
25	WED	National Tourism Day (I - V)/ National Voters Day(VI - VIII)
26	THUR	Republic Day
27	FRI	
28	SAT	
29	SUN	
30	MON	Martyr's Day
31	TUE	
Don't wait for an ideal situation or time. Just make things happen		

MONTHLY CALENDAR		
FEBRUARY 2023		
Date	Days	Activity / Celebrations
1	WED	
2	THUR	
3	FRI	
4	SAT	
5	SUN	Annual Day
6	MON	
7	TUE	
8	WED	
9	THUR	
10	FRI	KG Colour Day - Pink Day
11	SAT	
12	SUN	
13	MON	
14	TUE	
15	WED	
16	THUR	
17	FRI	
18	SAT	Mahasivarathri
19	SUN	
20	MON	
21	TUE	
22	WED	
23	THUR	
24	FRI	
25	SAT	Sing Along - KG - II
26	SUN	
27	MON	
28	TUE	National Science Day, Project Day (KG- XII)
A smooth sea never made a skillful mariner		

MONTHLY CALENDAR		
MARCH 2023		
Date	Days	Activity / Celebrations
1	WED	
2	THUR	
3	FRI	
4	SAT	Little Scientist (KG -V)
5	SUN	
6	MON	
7	TUE	
8	WED	
9	THUR	
10	FRI	Car Wash Day - KG
11	SAT	
12	SUN	
13	MON	Summative Assessment - 2 Begins
14	TUE	
15	WED	World Consumer Rights Day (Economics- IX & XI)
16	THUR	
17	FRI	
18	SAT	
19	SUN	
20	MON	
21	TUE	World Puppet Day - KG
22	WED	Ugadhi
23	THUR	
24	FRI	
25	SAT	
26	SUN	
27	MON	Open Day/Academic Year Ends
28	TUE	
29	WED	
30	THUR	
31	FRI	
You are what you think. Think of success and you will succeed.		

MONTHLY CALENDAR		
APRIL 2023		
Date	Days	Activity / Celebrations
1	SAT	
2	SUN	
3	MON	School reopens
4	TUE	
5	WED	
6	THUR	
7	FRI	
8	SAT	
9	SUN	
10	MON	
11	TUE	
12	WED	
13	THUR	
14	FRI	
15	SAT	
16	SUN	
17	MON	
18	TUE	
19	WED	
20	THUR	
21	FRI	
22	SAT	Earth Day (SCI & SST-V)
23	SUN	World Book Day (ENG-VI TO IX)
24	MON	School Closes for summer Vacation
25	TUE	
26	WED	
27	THUR	
28	FRI	
29	SAT	
30	SUN	
Learn from yesterday, live for today, hope for tomorrow.		

SCHOOL INFIRMARY RECORD

[illegible]

"We are what we repeatedly do. Excellence is not an act but a habit"

LATE ATTENDANCE RECORD

[illegible]

"Life is a forward journey. Be willing to change."

TIME - TABLE (KINDERGARTEN)

	Assembly 8.45 am - 9.05 am		1 9.05 am - 9.50 am	2 9.50 am - 10.35 am		3 11.00 am - 11.45 am	3 11.45 am - 12.30 9m
MONDAY		ZERO HOUR			10.35 TO 11.00 - SHORT BREAK		
TUESDAY							
WEDNESDAY							
THURSDAY							
FRIDAY							
SATURDAY							

TIME - TABLE (GRADE I TO VIII)

	Assembly 8.45 am - 9.00 am	1 9.00 AM - 9.45 AM	2 9.45 AM - 10.30 AM		3 10.45 AM - 11.30 AM	4 11.30 AM - 12.15 PM		5 12.45 PM - 1.30 PM	6 1.30 PM - 2.15 PM	7 2.15 PM - 3.00 PM	8 3.00 PM - 3.45 PM
MON				10.30 TO 10.45- SHORT BREAK			12.15 PM TO 12.45 PM- LUNCH BREAK				
TUE											
WED											
THU											
FRI											
SAT											

TIME - TABLE (GRADE XI TO XII)

	Assembly 8.45 am - 9.00 am	1 9.00 AM - 9.45 AM	2 9.45 AM - 10.30 AM		3 10.45 AM - 11.30 AM	4 11.30 AM - 12.15 PM		5 12.45 PM - 1.30 PM	6 1.30 PM - 2.15 PM	7 2.15 PM - 3.00 PM		8 3.15 PM - 4.00 PM	9 4.00 PM - 4.45 PM	10 4.45 PM - 5.30 PM
MON														
TUE														
WED														
THU														
FRI														
SAT														

10.30 TO 10.45 AM SHORT BREAK

12.15 PM TO 12.45 PM - LUNCH BREAK

3.00 PM TO 3.15 PM - BREAK

Date :.....

Subject

Assignments

Parent's Signature

Teacher's Signature

Date :.....

Subject

Assignments

Parent's Signature

Teacher's Signature

Date	COMMUNICATION BETWEEN PARENTS AND TEACHERS

Date	COMMUNICATION BETWEEN PARENTS AND TEACHERS

Date	COMMUNICATION BETWEEN PARENTS AND TEACHERS

Date	COMMUNICATION BETWEEN PARENTS AND TEACHERS

Date	COMMUNICATION BETWEEN PARENTS AND TEACHERS

Date	COMMUNICATION BETWEEN PARENTS AND TEACHERS

Date	COMMUNICATION BETWEEN PARENTS AND TEACHERS

Date	Reason for Meeting the Principal	Signature of the Parent

Date	Reason for Meeting the Principal	Signature of the Parent

Date	Reason for Meeting the Principal	Signature of the Parent

Date	Reason for Meeting the Principal	Signature of the Parent

RECORD OF PROJECT WORK / ACTIVITY WORK				
SUBJECT	DETAILS OF FA ACTIVITY	DATE OF ANNOUNCEMENT	DATE OF SUBMISSION	SIGN.OF THE PARENT

RECORD OF PROJECT WORK / ACTIVITY WORK				
SUBJECT	DETAILS OF FA ACTIVITY	DATE OF ANNOUNCEMENT	DATE OF SUBMISSION	SIGN.OF THE PARENT

LEAVE LETTER TEMPLATE

Name of the Student :

Class / Sec :

No. of Days of leave :.....From to/on.....

Reason :

Parent's Signature

Class Teacher's Signature

NOTE : The leave letter has to be submitted in the prescribed format either before taking leave(planned) or after the leave(unforeseen situation). Also parent needs to update the leave record in the handbook before taking leave/on the day the child reports to school after the leave. In case of a long leave or prolonged sickness, a medical certificate has to be produced along with the leave letter.

RECORD OF LEAVE TAKEN

[illegible]

LIST OF SPORTS & GAMES FOR THE YEAR 2022-2023

No	NAME OF THE SPORT	TYPE
1.	ATHLETICS	OUTDOOR
2.	TENNIS	OUTDOOR
3.	CRICKET	OUTDOOR
4.	VOLLEY BALL	OUTDOOR
5.	THROW BALL	OUTDOOR
6.	ARCHERY	OUTDOOR
7.	FOOT BALL	OUTDOOR
8.	SILAMBAM	OUTDOOR
9.	TAEKWONDO	OUTDOOR
10.	KABADDI	OUTDOOR
11.	KHO -KHO	OUTDOOR
12.	BADMINTON	INDOOR
13.	CARROM	INDOOR
14.	CHESS	INDOOR
15.	YOGA	INDOOR