

MOUNT CARMEL SCHOOL GARHSHANKAR

(Affiliated to C.I.S.C.E, New Delhi, PU-034)

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Photo

School Diary

Name.....

Class..... Section Admission No.....

Date of Birth.....

Aadhar No.....

Address.....

.....Phone.....

Class Teacher.....

BRING THIS DIARY TO SCHOOL DAILY

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MOUNT CARMEL SCHOOL, GARHSHANKAR

PERSONAL MEMO

(TO BE FILLED IN BLOCK LETTERS)

Student's Name

Religion Blood Group.....

Class Sec..... Admission No.....

Aadhar No.

Principal..... Class Teacher.....

Resi. Address.....

..... Phone.....

Name of real Brothers and Sisters studying in this school

Name Class..... Sec.....

Name Class..... Sec.....

Father's Name Occupation

Educational Qualifications Mob.....

Office Address

.....

Ph. Mob.....

Mother's Name Mob.....

Qualification..... Profession

Emergency Contact No. Neighbour/ Relative

Date

Signature of Parent/Guardian

SPECIMEN SIGNATURES

The specimen signatures of the Parents and Guardians who are responsible for signing the report cards, diary etc. are to be given below.

Relationship of the pupil

Signature

N.B. In writing to the school about your ward please quote his/her Full Name, Class, Section and Admission No.

Self Declaration : (School Copy)
To be signed and submitted in the School Office

I Father of / Mother of
R/o Teh.....

do hereby solemnly affirm and declare as under :

1. That my son/daughter namely..... is studying in Class..... in
2. That my son/daughter will abide by all rules and regulations of the said school.
3. That my son/daughter shall remain regular in attendance and obedient to his/her teachers.
4. That my son/daughter will not bring the mobile phone and things that affect the discipline of the institution in the school premises on any occasion during and after school hours.
5. That my ward will safeguard the school property and will uphold the good name of the school even when he/she is not in the school campus but is engaged in any activity outside; and even after leaving the school campus.
6. That my ward will not join or take membership in any movements, unions or parties.
7. That my ward will come to school in proper uniform and proper hair style.
8. That I shall not ever demand any special, undue or extraordinary facility for my child alone other than what is provided for all wards which I have personally seen and verified and of which I am satisfied at the time of taking admission.
9. That I have thoroughly studied and I am satisfied with the fee-structure of the school and I am willing to accept the pre-condition of annual enhancement of the same and I am willing to pay the same and will not demand its refund once the fee is deposited.
10. That I am in possession of a copy of this affidavit for any future reference.
11. In case of any dispute relating to any matter I shall abide by the decision of the Chairman of the Carmelite Education Board, Hoshiarpur and his decision shall be acceptable to me as final & binding. I shall not have recourse to any pressure tactics or agitation which will tarnish the reputation of the institution.
12. That I shall not communalize or politicize any issue relating to the institution, my child or any inmate or employee of the institution.
13. That I shall engage for the transportation of my child only such

vehicles which are run as per the traffic norms laid down by the Hon'ble High Court of Punjab and Haryana.

14. That I am aware that the school does not own its own vehicles for transportation, but it is left to the duty of parents to negotiate with vehicle owners for the arrangement of the transportation of their wards.
15. That in case of any breach of discipline or violation of rules by my son/daguther, I will have no objection in initiating disciplinary action against him/her and even imposing a fine on him/her which I would be gladly paying as a disciplinary measure for benefit of my ward.
16. That I am aware of the fact that the school has an internal complaint committee to look into any sexual harassment of children or employees, and I undertake to settle any such issues through the assistance of the said committee.
17. I further undertake that my son/daughter shall not misbehave or indulge in any unlawful activity and shall be liable to be punished up to the extent of expulsion from the institution in case, he/she is found involved in such activity.
18. That I shall not join any group, association, or society or organize or fund any such group that works against this institution or its management. In case of any genuine grievance, I shall only have recourse to the management as per the norms described in the prospectus.
19. That I understand that..... is a minority institution belonging to the christian minority community with all its privileges inscribed in the Constitution of India.
20. That I submit this affidavit on my own free will without any force or compulsion after having read and understood its full content.
21. Therefore, I solicit this affidavit in favour of Principal.....
(School's Name)

Signature of Father

Sig. of Mother

Verification : Verified that the contents in the above affidavit are true to the best of my knowledge and belief and nothing is incorrect.

Signature of Father

Sig. of Mother

Self Declaration

I Father of / Mother of
R/o Teh.....

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1. That my son/daughter namely..... is studying in Class..... in
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6. That my ward will not join or take membership in any movements, unions or parties.
7. That my ward will come to school in proper uniform and proper hair style.
8. That I shall not ever demand any special, undue or extraordinary facility for my child alone other than what is provided for all wards which I have personally seen and verified and of which I am satisfied at the time of taking admission.
9. That I have thoroughly studied and I am satisfied with the fee-structure of the school and I am willing to accept the pre-condition of annual enhancement of the same and I am willing to pay the same and will not demand its refund once the fee is deposited.
10. That I am in possession of a copy of this affidavit for any future reference.
11. In case of any dispute relating to any matter I shall abide by the decision of the Chairman of the Carmelite Education Board, Hoshiarpur and his decision shall be acceptable to me as final & binding. I shall not have recourse to any pressure tactics or agitation which will tarnish the reputation of the institution.
12. That I shall not communalize or politicize any issue relating to the institution, my child or any inmate or employee of the institution.
13. That I shall engage for the transportation of my child only such

vehicles which are run as per the traffic norms laid down by the Hon'ble High Court of Punjab and Haryana.

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16. That I am aware of the fact that the school has an internal complaint committee to look into any sexual harassment of children or employees, and I undertake to settle any such issues through the assistance of the said committee.
17. I further undertake that my son/daughter shall not misbehave or indulge in any unlawful activity and shall be liable to be punished up to the extent of expulsion from the institution in case, he/she is found involved in such activity.
18. That I shall not join any group, association, or society or organize or fund any such group that works against this institution or its management. In case of any genuine grievance, I shall only have recourse to the management as per the norms described in the prospectus.
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20. That I submit this affidavit on my own free will without any force or compulsion after having read and understood its full content.
21. Therefore, I solicit this affidavit in favour of Principal.....
(School's Name)

Signature of Father

Sig. of Mother

Verification : Verified that the contents in the above affidavit are true to the best of my knowledge and belief and nothing is incorrect.

Signature of Father

Sig. of Mother

MOUNT CARMEL SCHOOL, GARHSHANKAR

PERSONAL MEMO

(TO BE FILLED IN BLOCK LETTERS)

Student's Name
Religion Blood Group.....
Class Sec..... Admission No.....
Aadhar No.
Principal..... Class Teacher.....
Resi. Address.....
..... Phone.....
Name of real Brothers and Sisters studying in this school
Name Class..... Sec.....
Name Class..... Sec.....
Father's Name Occupation
Educational Qualifications Mob.....
Office Address
.....
Ph. Mob.....
Mother's Name Mob.....
Qualification..... Profession
Emergency Contact No. Neighbour/ Relative

Date

Signature of Parent/Guardian

SPECIMEN SIGNATURES

The specimen signatures of the Parents and Guardians who are responsible for signing the report cards, diary etc. are to be given below.

Relationship of the pupil

Signature

N.B. In writing to the school about your ward please quote his/her Full Name, Class, Section and Admission No.

Statement Made By Parent/Guardian

Name of the

Parent/Guardian.....

Occupation.....

Home Address.....

Phone No.....Mob.....

E-mail :.....

Office Address.....

Phone No.....

I have read and understood the rules and regulations of the school and I promise to keep up to the expectation and strive to bring my child to confirm to the standard required of him/her in conduct and studies.

Date.....

Signature of Parent/Guardian

SCHOOL HOURS

Summer : 7.35 am -1.45 pm

Winter : 8.25 am - 2.30 pm



OFFICE HOURS :

Summer : 7.00 AM to 3.00 PM

Winter : 8.00 AM to 4.00 PM

The Principal receives visitors on working days between 8:30 am to 10.00 am & in winter 9.30 am to 11.00 am, at other times with prior appointment

N.B. No school business is transacted on holidays and school examination days.

HOLIDAYS

- | | |
|---------------------------------|------------------------------|
| ❖ Moundy Thursday, | ❖ Republic Day |
| ❖ Good Friday and Holy Saturday | ❖ Guru Ravidas Jayanti |
| ❖ Mount Carmel Day | ❖ Holi |
| ❖ Independence Day | ❖ Guru Gobind Singh Birthday |
| ❖ Janamashtami | ❖ Valmiki Jayanti |
| ❖ Gandhi Jayanti | ❖ Id-ul-Fiter |
| ❖ Dussehra | ❖ Raksha Bandhan |
| ❖ Diwali | ❖ Ram Navami |
| ❖ Guru Nanak Jayanti | ❖ Christmas, Easter |



Mount Carmel School

MOUNT CARMEL SCHOOL

GENERAL INTRODUCTION

Carmel means an orchard or garden-land. As a proper name 'Mount Carmel' designates a well-known mountain ridge overlooking the Mediterranean Sea in Israel. Due to its panoramic vista and luxuriant vegetation the prophets of the Bible saw an image of God's beauty in it and took it as a sign of God's love and blessings for his people. It is here on this Mount that the great prophet Elijah established the worship of one, true God and meted out justice to the oppressed people. It is also on this Mount that the Carmelite Order, a Religious Congregation in the Catholic Church, had its origin. The members of this Order, imbibing the spirit of the great prophets, dedicate themselves to the service of humanity without any distinction of caste, creed or race. Mount Carmel School is an expression of these values.

Mount Carmel School commits itself to co-operate with the local people to evolve enlightened youth-men and women of character, who would be of the best service to humanity. Although opened to boys and girls of all communities, it is a minority community School run by Christians, enjoying all the rights and privileges enshrined in article 29 and 30 of the Indian Constitution.

Since an all round development of the child is envisaged, the formation cannot be merely academic confined to the campus. The school discipline is geared to inculcate values like honesty, generosity, self-discipline, spirit of service and sense of fraternity. These values are to be the student's constant companions, always and everywhere, and his greatest accomplishment when he grows to bid farewell to the Alma Mater.

CURRICULUM

The course of studies Complies with the prescriptions of the Indian Certificate of Secondary Education (ICSE) Board, recognized by the government of India through an Act of the parliament. The Council is appointed as one of the Indian Examination Bodies.

The medium of instruction is English. However, Punjabi and Hindi are included in curriculum.

WITHDRAWAL

1. No School leaving certificate is issued without a written application from the Parent/ Guardian and only after the payment of all dues to the school.
2. Prior to the withdrawal of a student from the school one month's advance notice in writing or fees in lieu thereof, is required.
3. The Principal reserves to himself/herself the right to ask the parents to withdraw their child if his/her progress in studies is unsatisfactory, attendance irregular, conduct detrimental to the discipline of the institution.
4. The Principal has the right to suspend or request the withdrawal of any pupil without having to state any reason provided that he/she judges that such a step is necessary in the interest of the school.
5. The School enjoys its administrative freedom as provide by the Supreme Constitution of India in its Article 29, 30 (1) which grants autonomy of administrative powers to minority educational institutions.

ADMISSION

1. Before seeking admission to the school the parents are instructed to read and study the terms and conditions, rules and regulations and the code of conduct for the students and parents who will be associated with the school.
2. Admission begins in the month of December/January.
3. No advance registration is done, four months prior to the beginning of the prospective school year.
4. Application of the admission must be given personally by the parent who is responsible for the child.
5. Minimum age for the admission for nursery is three year by 31st March.
6. The academic session of the school will be from March to February. The medium of the instruction and expression is English within the school campus, Punjabi, the mother tongue is taught from LKG and Hindi the national language from UKG. All students are advised to practice speaking English within the School Campus and in their respective vehicles, while travelling in a group.
7. It is essential that a copy of the Date of Birth Certificate of the Candidate issued by the Municipal authority of the office of the District/Tehsil Registrar of Births and Deaths be attached to the registration from as proof of the age of the candidate.
8. Admission of the candidate to any class in the school is made only after a written/oral test. Only those candidates fulfilling the registration

requirements will be called for the interaction/test, Such candidates must be accompanied in person both by father and mother.

9. The decision of the Principal, in all matters pertaining to admission will be final.
10. Parents of the selected candidates will give a written undertaking that they will comply with the rules and regulations of the school as applicable to them and their children
11. Any attempt to use friends or influential people in procuring recommendation for admission will lead to disqualification.
12. Please do not request a meeting with the Principal or other school staff to clarify issues or any questions that you may have regarding the Admission Process.
13. Preliminary information regarding Admission can be taken for the Reception.
14. New Admission to different classes is subject to the vacancies in each class in the month of February after the Annual Results are declared.
15. No student will be admitted to the school without the Transfer certificate from the school last attended and the same duly countersigned by the concerned education officer.

SCHOOL UNIFORM

The uniform is meant to create a sense of oneness and equality among the students and to urge them to reflect, apart from scholarship, the values which they imbibe from the mother institution.

Summer

Boys : Brown shorts (for students Std. 1st to Std. V), Pants (Std VI to Std. X), plain white half sleeved shirt, plain white socks and black battered shoes with lace, brown tie with white line, and red patkka for sikh boys.

Girls : Brown divided skirt, plain white half-sleeved blouse with collar, plain white socks, red ribbon on long hair divided and tied into two parts, girls without having proper long hair should have red hair band worn and black shoes with buckle, Skirt must be one inch below the knee, brown tie with white line.

Winter

Boys : Grey terry-wool pants, full sleeved white shirt, grey socks, black shoes and V - necked plain sleeveless and sleeved grey pullover, navy blue blazer, blue tie with white line white cap on PT day and maroon on other days and maroon Patkka for sikh boys.

Girls : Grey divided skirt full sleeved white blouse with collar, grey socks, black shoes and V-necked plain sleeveless and sleeved grey pullover. Skirt must be of knee length. scarf & cap must be maroon and navy blue blazer, blue tie with white line, white scarf on PT day and maroon on other days.

P.T. Uniform

White shirt and pants for boys and white blouse and white divided skirt for girls. white canvas shoes and white socks, blue tie for both Boys and Girls.

- N.B :**
1. School tie is to be worn by all students.
 2. School bag should be of brown colour with M.C.S. printed on it.
 3. The colours of the uniform have to be upto the samples exhibited in the school.
 4. Blazer will be of navy blue colour, of the same stuff and style with logo of school.
 5. P.T. uniform starts from class I.

 UNIFORM (Nursery to UKG)

Summer

Boys : Cream Shirt (Black Bow) Check Shorts, Black Shoe, Yellow socks with red line, School Belt, Cream Patka for Sikh Boys

Girls : Cream Shirt (Black Bow) Check tunic, Cream Ribbon, Black Shoes, Yellow Socks with red line

Winter

Boys : Red Small check Pants, White Shirt, Black Bow, Red Pullover with line, Black Shoe, Grey Sock with red and white lines, Red Patka for Sikh Boys & Brown Jacket.

Girls : Red Small Check Tunic, White Shirt (Black Bow), Red Ribbon Black shoes, Grey Socks with red and white lines, red pullover with line & Brown Jacket.

 FEE REGULATIONS

1. Tuition fee is to be paid for 12 months and has to be deposited at the local bank specified by the school. Kindly read the instructions given in the Fee Book.
2. The annual fees (comprising term fee, electricity, water, sanitation and hygiene, sports & games), Library fee, magazine, functions, examination fee and late fee also will be charged every year.
3. Students who are admitted at any time of a current academic year will have to pay the complete fees of that year. Fee will not be accepted without producing the fee card. Fee shall be remitted on behalf of the child, by responsible persons and receipt, in the same time and retained with the parents/ guardians for future reference.

4. The School reserves its right to revise the fees without prior notice to meet the rise in expenditure due to the increase of the cost of living, as long as the school does not receive grant in aid from the government.

TESTS, EXAMINATIONS AND PROMOTIONS

1. Academic year has three terms and there is an examination at the end of the every term. Students have to secure minimum 40% average in every subject.
2. Promotion to the higher class is based on the average of the three terminal examinations, 30% marks from 1st and 2nd term and 40% marks from 3rd term will be taken for the final result.
3. No test shall be anticipated or postponed including oral. No exam will be conducted for absentees. In case of illness, the final result will be considered on the basis of the term's work and general performance during the year.
4. Use of unfair means during the tests will lead to the cancellation of that paper. Repetition of the same will result in dismissal. Manipulating the report card or any other certificate shall result in the dismissal of the concerned students.
5. Students, whose fees are in arrears, will not be allowed to appear for final examination.
6. Students from classes IX-XII are requested to submit their assignments/practical files on or before the dates fixed by your subject teachers. The defaulters will have to pay fine prescribed by the school. Non-compliance might lead to cancellation registration/final examination.
7. There will be Internal Assessment for 20% of marks in all subjects.
8. Marks will be awarded to those who speak English always in the school campus. Class teachers will be maintaining a record.
9. Before the commencement of the exam, if students take leave for seven working days, 1 mark per subject per day will be deducted.
10. From class I to XII, every year there will be class shuffling.
11. A minimum of 80% attendance is required for promotion.
12. With regard to promotion, the decision of the principal is final and binding. The answer scripts of the Annual examination shall not be exposed.

LEAVE AND HOLIDAYS

1. Attendance is compulsory on the first and last day of each term.
2. Those students who absent themselves from school on the first and last day without previous sanction of the leave will be liable for fine.
3. Leave of absence will be granted only on written application from parent/guardian and that too for not more than three consecutive days and only for grave reasons.
4. Applications for sick leave involving more than three consecutive days should be supported by a medical certificate. Sick students should not be sent to school.
5. Repeated absence without leave application and unexplained absence for more than 10 consecutive days render the students liable to have his/her name struck off the rolls. Readmission, if granted, will only be after the payment of fresh readmission fee.
6. Every absence must be recorded in the non-attendance and leave record at the end of this diary and signed by the parent/guardian.
7. The Summer vacation is from the 1st week of June. Winter holidays will be for 10 days.
8. For protracted absence due to illness, a proper medical certificate must be submitted. A student returning after illness from any infectious disease must produce a clearance from a qualified doctor.
9. Unreasonable leaves during last weeks of every terminal examination is not permitted.
10. Applications for leave must be attested by the parents or guardians and sent to the Principal's office in time. You are not allowed to make call in the school office to inform about the absent student.

SCHOOL TRADITIONS

We take pride in the following traditions.

1. Always to be friendly with one another in and out.
2. To avoid vulgarity in our talk and behaviour.
3. To accept whatever work is assigned to us as our rightful share.
4. To offer help to any unattended visitor we happen to meet in the School premises.
5. To rise when any father, teacher or visitor enters any room in which we happen to be.
6. To respect the beauty of the school premises.
7. To avoid dropping papers in the school premises and to pick up any such paper dropped by the others.
8. To learn and observe good manners.

Though these values are apparently simple, we deem them vital to the moulding of our character.

SCHOOL RULES

1. Being an unaided minority educational institution its administration is entirely with the Christian minority registered society as per the provisions of the Supreme constitution of India.
2. Admissions of students, fee structure, appointment, disciplinary action against the employees, dismissal of the employees, etc. are as per the administrative powers endowed on the minority institutions in conformity with the provisions of the Supreme Constitution of India, for minority educational institutions.
3. The school welcomes any suggestion and advice which is positive and constructive for the welfare of the children and the school. But however the school cannot guarantee to implement them immediately. The school is not bound to respond to any self-made associations or groups of parents to their demands but would be dealing with individual parents and their wards during the parents- teachers meetings.
4. Being an unaided minority private school the administration of the school is entirely under the provisions of the Articles 29, 30 (1) of the Supreme Constitution of India which grants autonomy to the minorities to administer its own educational institutions without undue interference from any unconstitutional external forces.
5. Those parents who cause any agitation and incite others to do so against the

school or join with any anti-social element to disturb the peaceful atmosphere of the school forfeit the right to continue teaching their children in the school.

6. Their children will be dismissed without giving any other reason. On special request their children may be allowed to complete the current academic session provided the school is given legal guarantee on written undertaking through legal procedure, that the atmosphere of the school will not be disturbed for the sake of the majority of children studying in the school. The children of such parents will be issued the TC along with the final result of the academic year. The same will be applicable to the students who commit the same offence.
7. Being an unaided minority educational institution, the school is not bound to constitute a Parents association with members from the majority community to be involved in the administrative matters of the school. However, the school has its own arrangements to know the minds of the parents through the PTM (parents teachers' meeting) being conducted in regular intervals, and the Local Managing Committee in which the parents' and teachers' representatives are nominated.
8. All major decisions of administrative matters are taken by the Governing Body of the registered society which runs the school in consultation with the Local Managing Committee in which the representatives of the parents and teachers are members.
9. All letters and correspondence addressed to pupils are subject to the scrutiny of the Principal. Involvement of a student in any unhealthy friendship or indecent relationship with a person of the opposite sex, or any remarks, comments, jokes, exchanging of letters, sexually nuanced gestures etc. through verbal, textual, graphic or electronic media, of demeaning nature that goes against sexual modesty, will be treated as very serious offence and those involved will be asked to discontinue studies in the school with immediate effect, after due enquiries through the internal complaint committee.
10. Disciplinary Action: Since the school management has strictly instructed its staff to avoid all kinds of corporal punishments, it has become the dire need to discipline the students only with the co-operation of the parents. Therefore it has been decided that on any serious in- disciplinary behaviour of a ward a "Letter of Information" will be sent to the concerned parents. The parents must then visit the school and discuss the matter with the Principal or the class-teacher and find a solution to correct the child. If a child does not improve after

three such interventions of receiving the '**Letter of information**' and advices to improve, in consultation with the parents in the light of the information letter, a student may be asked to discontinue his studies in this school.

11. Being an unaided minority educational institution the school enjoys total exemption from the RTE Act, and therefore the students who fail to obtain the required marks for promotion as per the ICSE norms would be detained in the same class and the students will be asked to repeat the year.
12. The tendency of the students to go for private tuition is strongly discouraged, instead they should be encouraged to participate in the remedial classes provided in the school itself. The school teachers shall not engage themselves for private tuition, except with the written permission of the Principal.
13. If anyone, be it a teacher, parent, student or an employee, be found in an inebriated state in the school campus stringent legal action will be initiated against him/her with immediate effect, leading even to the dismissal.
14. The class-teachers are duty bound to check diligently the uniform of the students regularly. They should regularly insist on the hair-style of the boys and girls that they follow the regulation of the school.
15. The Principal has the right to confiscate books, newspapers, periodicals, mobile phones and any other items which may be considered objectionable. No student should possess any unauthorized sharp instrument or any lethal weapon which is in no way related to the study materials and neither should they bring any contraband items, intoxicants, drugs or anything objectionable to any inmate of the school. If any such material is found in possession of anyone he/she will be suspended from the school with immediate effect, and if the evil intention of the possessor is proved he/she will be debarred from attending the school.
16. The school has the right to teach any subject that is required and approved by the Board of Education both compulsory and optional.
17. Duplicate copies of Transfer Certificate are ordinarily not issued. In special case a bona fide certificate may be issued after verification, on payment of Rs.100/- stating that the particular student was studying in this school during a particular tenure.
18. A student who threatens the parents or the school authority with dire consequence of himself/herself committing suicide or to harm oneself or others on any disciplinary action on him/her will be immediately dismissed from the school. Information of any such oral or written threat will disqualify him/her to continue the studies in this school except through a written undertaking by the parents that the school will not be held in any way

responsible for such drastic step by their son/daughter. And a copy of the written undertaking will be given to the Police station.

19. IMPORTANT INFORMATION: - Duplicate copy of "School Diary" will be issued only by the Principal, after verification, on a payment of Rs. 100/- Children must take care to bring this diary daily to school and should safeguard it.
20. No physical or verbal violence is permitted in the school. If anyone found using such means, he/she will be suspended with immediate effect and an enquiry will be conducted which may lead to one's dismissal if proved guilty.
21. The school has constituted an internal complaints committee (ICC) to look into any sexual or physical harassment of the students or employees in the school. Any matters pertaining to such issues should be immediately reported to the said committee which will then deal with the matter as per the legal norms.
22. The same committee will look into all matters pertaining to the POCSO Act 2012 and sexual harassment of women at work place (prevention, prohibition and redressal) Act, 2013 and will follow the necessary legal procedure.



PUPIL'S CODE OF CONDUCT



- (a) Pupils must report the following to the class teacher:
 - i. Any sickness /bruise
 - ii. Any breakage
 - iii. Any errant behaviour
- (b) Pupils must take permission for:
 - i. Leaving the class from the class or subject teachers.
 - ii. Leaving the class only with class pass.
- (c) Pupils must note that:
 - i. Chewing gum in the campus is prohibited
 - ii. Class room discipline should be maintained.
 - iii. Litter must be put into litter bins /dustbins and waste paper baskets.



LIBRARY RULES



1. Students should make it a matter of personal pride that the books they use are treated with utmost care and respect.
2. No one may take any book from the library before having it entered in the Register.
3. Only one book at a time will be issued.
4. The attention of the librarian should be drawn to books if an intending borrower finds it damaged.
5. A book may not be kept beyond a fortnight. Unless it is in demand, it may then be re-issued for another week. For such a renewal however, the book must be produced.
6. Rs.10/per day will be fined if books are not returned on the due date.
7. A student guilty of disobedience to the librarian or careless in handling the books, will be suspended from the use of library.
8. Perfect silence is to be observed in the library.



RULES OF DISCIPLINE



1. The school day begins with the morning Assembly, which has to be compulsorily attended by all students, during which they pray together and no one is to stay in the class room without obtaining prior permission.
2. Students are expected to reach the school campus five minutes before the first bell for morning assembly. Those who are late must obtain permission from the concerned person in charge, who makes entries in the diaries of late comers before entering the school campus.
3. The warning bell before the assembly begins is a signal for students to go to their respective class-rooms in perfect silence.
4. Every student should bring the school diary daily to the school to facilitate the Principal/teachers to convey any information or request to the parents /guardians through the diary. If the parents/guardians are asked to meet the Principal/Teachers, they must do it without fail.
5. Students must avoid loud talk in and out of classes, and also chorus answers. Silence in corridors, in the library and laboratories is a must.

Perfect discipline must be maintained while going down for Music, P.T. and Library etc.

6. The students are expected to behave politely on all occasions and must walk gently on the corridors without talking and running.
7. The school accepts no responsibility if a student is obliged to return home during class hours because of failure:
 - (1) to wear school uniform.
 - (2) to bring the proper class work.
 - (3) to get parent's/guardian's signature whenever necessary.
 - (4) to attend the class in time.
8. All will listen keenly to the timely directives given by the principal and take care to abide by them.
9. The school is not responsible for articles or money lost. It is not advisable to bring valuable articles (like expensive watches, fountain pens etc.) to school.
10. The attendance will be marked in the attendance register at the beginning of the two sessions: one at the arrival in the class after the assembly and the other after the noon-break.
11. Money should not be lent or borrowed or articles exchanged between the students, without due permission from the class-teacher.
12. No collection of money for any purpose whatsoever is to be started and no meeting, demonstration, party or picnic may be held without previous sanction of the Principal.
13. Any pupil desiring to be exempted from PT, games or any other activities in the school must produce a doctor's certificate to the effect that he/she is physically unfit to take part therein.
14. Children have no permission to attend parties or to go to the cinema or to go to friend's house on their way to the school or on the way back home from the school.
15. Care must be taken for all school- property and no pupil should scratch or spoil the desks or chairs or damage any school furniture, write or draw anything on the wall, or in any way damage school property or things belonging to others. Damage done even by accident should be reported at

once to the class teacher or to the Principal. Any damage done must be made good by the one who does it. Anyone who sees something damaged should report the matter even if he/ she does not know who has done it.

16. Pupils shall be cheerful in their obedience to their parents and teachers giving them always the respect and affection that is their due and accepting their guidance and correction with gratitude.
17. Students who come to school under the care of servants or any guide or guard, should never leave before they arrive. In case of delay they should report to the school office.
18. Those who go home alone should not loiter about the way. They should be prompt in returning home. Students are warned not to buy anything especially eatables from street vendors.
19. Students should arrive at school at least 10 minutes before the first bell. If the teacher does not reach the class within two minutes after the commencement of a period, the second monitor should report the fact to the office.
20. The first monitor assumes responsibility for order and discipline in the class until a substitute arrives.
21. Every Student coming in school bus is expected to keep high respect to staff of bus and strictly occupy only the seat allotted.
22. Student must use only notebooks having title of school printed on it.
23. The school has the right to teach any subject that is required and approved by the board of Education both compulsory and optional.
24. Parents are requested not to disturb the school staff with any problem except during the office time.
25. Students of one class/ section are not allowed to be in another class or section at any time of the day without due authorization.
26. The management has the right to take disciplinary action against students/parents who do not comply with school-rules and requirements.

"ALL LASTING EDUCATION FIRST BEGINS AT HOME"



YOUR ATTENTION PLEASE



1. Parents are requested to read this Diary to know the Rules and Regulation of the School.
2. The School Diary is the channel of communication between the School and Parents. So please check the Diary of your ward daily.

RECOMMENDATION TO PARENTS / GUARDIANS

1. Good education is the responsibility of the parents and the school. Though a school can do a lot for the child it cannot do everything. The home is the place where he/she gets his/her first education and training which is continued in the school. The education of your child can be achieved only with your full cooperation.
2. Personal Memo page in duplicate should be carefully filled in by the parents.
3. Parents are advised to ensure that their children prepare their lessons regularly at home and take keen interest in the activities of the school.
4. Parents/ Guardians are requested to check the school diary of their ward daily and see that the lessons and homework assigned for the next day are done. Remarks made in the diary should be seen and countersigned regularly.
5. If you observe that your ward is not being assigned homework for sometime, or that he/she is unable to follow the lessons, the matter should be brought to the notice of the principal.
6. Criticism of teachers or the school in the presence of students should be (prudently) avoided, as the students tend to lose respect for the teachers, with the consequent failure to learn from them. Should you have a legitimate complaint, please bring it to the knowledge of the Principal.
7. For any information regarding the school, please contact the school office during the office hours only.
8. Parents are requested to sign the progress report and the occasional report from the teachers.
9. Visitors will meet the principal first and any dealing with the staff or the students will be done in consultation with him/her.
10. Parents are not allowed to write notes/letter in the diary except on page "Record" for Non-Attendance and Parent's Report.
11. As the medium of instruction is English, the children should be helped by regular conversation in this language.
12. Parents are expected to co-operate with the school whenever

the student's participation in co-curricular activities outside school hours is required.

13. Parents are requested to ensure that their wards carry their tiffins with them when they leave for school in the morning. Due to security reasons, tiffins sent later will not be accepted.
14. Parents and guardians are not permitted to walk into class-rooms or interview teachers without the permission of the Principal.
15. Parents are requested to refrain from disturbing the school staff with any school matters outside the school hours. Phone calls or visit to their families at odd hours which disturb their private family life is absolutely forbidden; and legal procedures will be initiated against those parents who trespass. All school matters relating to their wards should be dealt with during the school hours, preferably with prior appointment.
16. Special classes, sports and games, cultural and literary activities may be organized on Saturdays as and when required. Participation will be deemed compulsory, in such cases.
17. Just because one child of yours is admitted in the school, it is not bound to give seats to all your other children/or of your relations.
18. Parents/Guardians are welcome to meet the principal on the specified time as per the notification issued on all working days, preferably with a prior appointment to save time and to avoid unnecessary inconveniences.
19. While sending letters or making remittance of fee or inquiries, please note the full name(as written in the admission form) of the child. His/her class and Roll Number/Admission No. is very important to enter because there are many students in a class/school with the same name.
20. Parents and guardians are requested to notify the school of any change in their address and phone numbers.
21. The school will not entertain any anonymous letters, instead every parent is permitted to lodge any of their complaints or suggestions through the suggestion box or through the provided provisions.'
22. No student shall be allowed to go out or to be taken out of the school compound without obtaining the 'out pass' from the Principal. The out pass shall not be issued unless the Principal is convinced of the genuineness of the need and the credentials of the person who has come with the request to take the student from the school for whatever purpose.
23. Personal cleanliness and grooming is expected of every student. The school uniform must be clean, well pressed and complete without any type of decorations. Students coming to the school with untidy dress, hair etc. will be fined and if not corrected will be asked to bring their parents to explain the reason.
24. Giving presents or gifts to the members of the staff or any other demonstration in their honour also requires previous sanction.
25. The name, Admission number, standard and section of the pupil should be clearly marked on all his/her belongings.
- 26.. Students will not be called to answer phone calls during class hours, unless it is very urgent.
27. Allotting to students different Sections/Houses and shuffling them into different

classes, as and when required, is fully at the discretion of the school authorities and no request for a particular Section/House or changing of Section/House will be entertained, unless it is found very essential.

28. Parents/Guardians are requested to co-operate with the school in ensuring a high standard of morality and discipline among the students.
29. Parents may not disturb the staff and the students with untimely visit; but they are requested invariably to contact and discuss with the teachers their children's progress on parent's day from 9:00 am to 11.30 am. in winter. And from 8.30 am to 11.00 am in summer.
30. The school welcomes from the parents suggestions for improvement which are to be clear, precise and preferably put in writing.
31. During working hours for any reason and in any case a student or students will not be sent from the school.
In case your child reveals habits or traits of behaviour which need special observation, please report the same to the principal so that proper care/ attention can be given to your ward.
32. Children are attracted even by trifle things which they would like to acquire for them selves. If he/ she brings home for the school, anything that does not belong to him/ her, please send it back the next day itself and inform about it to the persons concerned. It will encourage honesty among the children and will have its own reward.
33. Parents and guardians who want to discuss the welfare and progress of their children must first meet the principal. Any discussion with the class teacher should always be done in the presence of the Principal during their off periods.
34. Children who are ill should not be sent to the school to attend classes or to take the test, as the chances are that they will spoil both their health and studies. In case of illness application for leave must reach the school without delay.
35. No student is permitted to leave the school premises once he/ she comes to school. Therefore, appointments with doctors, must not be taken during the school hours.
36. All applications for certificate must be made in writing. These will only be issued 2 days after the receipt of the application.
37. All PTMs that are kept after the examinations are to be compulsorily attended by the parents/ guardians. No answer sheets will be shown to those who are absent on the above mentioned PTM unless otherwise exigences demand.
38. No complaints or clarifications of whatsoever nature regarding academic matters will be entertained over the phone. The parent/ guardians have to visit the school office for the same.
39. For security reasons and for the sake of discipline in the school, students will be permitted to leave the school only with the parent/ guardian ID card holders, unless there arises an emergency situation.
40. To ensure safety and security of our students we have issued Parent/ Guardian ID Cards for the parent/ guardian. Hence it is mandatory to produce the id card at the gate and the school office during your visit to school for any purpose. If card is not produced at the gate/ school office, your entry to school will not be permitted and other official purpose will not be attended.

TRANSPORTATION

1. The parents must sign a self- declaration at the time of taking admission of their wards that they would send their wards only by such transportation which is run in accordance with the "safe-school vahan" policy of the Government for the safety of the wards. Any parent in connivance with private vehicle operators defy the "safe school vahan" policy of the government and send their wards in vehicles which do not conform to the safety measures will be issued notice and subsequently will be asked to change the mode of transportation or withdraw their wards from the school, for the sake of their safety.
2. Transportation of the children is not the responsibility of the school. It is the responsibility of the parents/guardians to make arrangements for the transportation of the children.
3. Parents are strictly forbidden to send their wards to the school by vehicles which do not run in compliance with the traffic regulations of Hon'ble Punjab and Haryana high court on children's safety. The school issues permission to ferry the children only to those vehicle owners who have submitted their legal documents to the school in compliance with the Hon'ble high court order.
4. The Transportation of the children to and from the School is a collective responsibility of all stake holders. The school-management cannot be held solely responsible for the safety of the children during their transportation, especially in case of private transporters with whom the parents have made agreement without any consultation with the school authority. In such cases the matter should be dealt with the concerned Government authorities, and the school management should not be unjustly dragged into controversies which would adversely affect the peaceful atmosphere of the school.

POSITIVE SELF ESTEEM

- Self-confidence
- Self-worth
- Self-love
- Self-discipline
- Self-respecting
- Self-acceptance
- Self-knowledge

A WINNER IS THE ONE WHO

- Anticipates change
- Welcomes change
- Initiates change
- Implements change
- Helps others to experience change

EIGHT ACTION STEPS OF A WINNER

- Be a good finder.
- Make a habit of doing it now.
- Develop an attitude of gratitude
- Get into a continuous education program.
- Build positive self-esteem.
- Stay away from negative influences.
- Learn to like the things that need to be done.
- Start your day with a positive thought.



HINTS FOR PROGRESS



1. Never omit the lesson or home -work assigned; if you do so, it is like missing a train that you can never catch afterwards.
2. Always revise the work done in class, and make sure that you have understood everything clearly and thoroughly.
3. If memory work is assigned, learn it overnight and repeat it in the morning.
4. Always take down in your diary the work that is assigned for the next day.
5. All home work should be done neatly and the day's work always dated. Each new home work should be done on fresh page.
6. As you grow up, make a daily time-table for yourself for your study (the different subjects in order of difficulty, the most difficult one being first), for your rest, recreation etc. In this way you will learn to be a person of regular habits, a most valuable asset in later life.

Revise at the end of the week all that was learnt during the week.



GEMS OF GOOD BEHAVIORS



- Be in time for school daily.
- Keep your hands and face washed and your hair combed.
- Keep your clothes and books neat and tidy.
- Do not write on walls.
- Keep your hands and feet away from walls.
- Put papers and other waste in proper containers.
- Do not play in the verandah or class rooms.
- Say "please" when you ask for something.
- Say "thank you" when you receive something.
- If you have to interrupt any conversation, say "please excuse me".
- Do not look into classroom when you pass by.
- Do not stand and listen near elder people when they are talking together.
- Allow older people to go before.
- Be always friendly with others.
- Always speak good of others.



PRAYER AFTER CLASS



I give you thanks, almighty God, for all the good things, you have given to me this day. Forgive me my shortcomings and help me to remember whatever I have learned. Give me the courage to follow the path of truth and love. Amen

 PRAYER BEFORE EXAMINATION

O God of wisdom and power,
 We beseech you,
to look kindly upon us,
 as we are about to face our examination,
Enlighten our minds,
 so as to recall to our memory,
all that we have learnt,
 all that we have grasped,
We have made every effort,
 We have used every talent,
You have given us,
 We ask you then for your strength, for your guidance,
as we face this tedious task,
 as we stand imploring your help,
We humbly ask you to accept,
 the fruit of our hard work.

Amen

 The Lord's Prayer

Our Father, who art in heaven, Hallowed be thy name, thy
kingdom come, thy will be done, on earth as it is in Heaven.
Give us this day, our daily bread, and forgive us our trespasses
as we forgive those who trespass against us. And lead us not
into temptation but deliver us from evil.

Amen

GENERAL HYMNS

All Things Bright And Beautiful

Ref : All things bright and beautiful
All creatures great and small,
All things wise and wonderful,
The good God made them all.

1. Each little flower that opens, each little bird that sings.
He made their glowing colours, He made their tiny wings,
2. The cold wind in the winter, the pleasant summer sun,
The ripe fruits in the country, He made them everyone.
3. The purple headed mountains, the river running by,
The sunset and the morning, that brightens up the sky.
4. He gave us eyes to see them and lips that we might tell,
How great is God almighty, who has made all things well.

I Have Come To Thee

Ref : I have come to thee, to take thy touch,
Before I begin my day.

1. Let thy eyes rest upon my eyes, for a while
2. Let me take to my work, the assurance
of thy comandership my friend
3. Fill my mind with Thy music,
to last through the desert of noise.
4. Let Thy loves sun shine,
Kiss the peaks of my thoughts.
And linger, in my life's valley where the harvest ripens.

(R.N. Tagore)

 This Little Guiding Light of Mine

1. This little guiding light of mine
I'm going to let it shine
Let it Shine all the time let it shine. (3)
2. Hide it under a bush Oh ! No
I'm going to let it shine
Let it shine all the time let it shine. (3)
3. Take this little light round the world
I'm going to let it shine
Let it shine all the time let it shine. (3)
4. Make my little light burn for thee
I'm going to let it shine
Let it shine all the time let it shine. (3)

 The World Stands In Need of Liberation

Chorus : The world stands in need of liberation my
Lord, It still has to feel your power,
The blind and the deaf, the dumb and the maimed,
All need to feel your healing touch,
The world stands in need of liberation my Lord
It still has to learn to love.

1. There are those who have eyes but refuse to see,
The inhumanity that's done.
There are those who have ears but refuse to hear,
The cries of those in agony. **(Chorus)**
2. There are those who have mouths but refuse to speak,
Against injustice done to others.
There are those who have hands but refuse to reach them,
Out in love and charity. **(Chorus)**

THIS IS MY PRAYER

Ref : This is my prayer to thee, my Lord:
strike, strike at the root of penury in my heart

1. Give me the strength lightly to bear my joys and sorrows.
2. Give me the strength to make my love fruitful service.
3. Give me the strength never to disown the poor or bend my knees before insolent might.
4. Give me the strength to raise my mind high above daily trifles.
5. Give me the strength to surrender my strength to thy will with love.

This Is The Day

This is the day (2) that the Lord has made
We will rejoice (2) and be glad in it (2)
This is the day that the Lord has made.
We will rejoice and be glad in it.
This is the day, this is the day,
That the Lord has made.

Showers of Blessing

There shall be showers of blessing :
This is the promise of love;
There shall be seasons refreshing,
Sent from the Savior above.
CH. Showers of blessing,
 Showers of blessing we need;
 Mercy drops round as are falling
 But for the showers we plead.
There shall be showers of blessing;
Send them upon us, O Lord;
Grant to us now a refreshing,
Come, and now honor Thy Word.

I Just Keep Trusting

I just keep trusting my God
As I walk along
I just keep trusting, my God
And He gives me a song.
Though the storm clouds darken the sky
Over the heavenly trail
I just keep trusting my God,
He will never fail.
He's a faithful friend (2)
Such a faithful friend (2)
I can count on Him (2)
To the very end (2)
I just keep trusting.

Every Tiny Star

Every tiny star that twinkles in the night sky,
Every drop of morning dew,
Every spark of fire blazing in the furnace,
Every captivating view,
Every rainbow in the sky, every pretty butterfly,
Tells the fascinating news to those who dare to hope,
And the message is :

God still loves the world !
God still , still loves the world.
So throw your life into his hands,
Day by day discern his plans
God is passionately busy loving you and me !

Every ocean wave that breaks upon the sea-shore,
Every stalk of golden wheat,
Every silver stream that gushes down the mountain,
Every drop of honey sweet,
Every eagle flying high, every worm that wriggles by...
Tells the...



Great Indeed



Great indeed are your works, O Lord
Now and ever more
Great Indeed are your work, O Lord
Now and ever more

The universe night and day
Tells of all your wonders
you are our life and our light
We shall praise you always

Great Indeed

Your are the path which we tread
you will lead us onward
from every corner of earth
all the nations gather

Great Indeed



In His Time



In his time, in his time - 2
He makes all things beautiful in his time.
Lord please show me everyday
As you're do just what you say in Your time.
In Your time, in Your time,
You make all things beautiful in Your time,
Lord my life to you I bring,
With its winter and its spring
May I fathom everything in Your time.

There's a time, there's a time
Both for showing and for reaping there's a time,
Time for losing, time for gain,
Time for joy and time for pain,
Every purpose under heaven has a time.

There are times, there are days,
Weeks and months we cannot understand God's ways,
If for years we fail to scan
What is His eternal plan,
We'll remember that He can all the time.

Pledge

India is my Country,
All Indians are my brothers & 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.
Jai Hind Jai Carmel



जन गण मन अधिनायक जय हे,
भारत भाग्य विधाता।
पंजाब सिंध गुजरात मराठा,
द्रावड़ उत्कल बंग।
विन्ध्य हिमाचल यमुना गंगा,
उच्छल जलधि तरंग।
तव शुभ नामे जागे,
तव शुभ आशिष मांगे।
गाहे तव जय गाथा,
जन गण मंगल दायक जय हे।
भारत भाग्य विधाता।
जय हे, जय हे, जय हे,
जय, जय, जय, जय हे।

 God Is So Good

God is so good, God is so good,
God is so good, He's so good to me.
God cares for me
God leads me on
I'll do His will...
Jesus is Lord
I'll trust in Him...
I'll sing His praise...

 We Shall Over Come

We shall over come (2)
We shall over come some day
O deep in my heart I do believe
We shall over come some day
 We will walk hand in hand (2)
 We will walk hand in hand some day
 O deep in my heart I do believe
 We shall over come some day.
We are not afraid we are not afraid.
We are not afraid today.
O deep in my heart I do believe
We shall over come some day.

MOUNT CARMEL ANTHEM

1. Mount Carmel we bend before thee,
School of purity divine,
Make us love thee we implore thee !
Mount.....
2. Teach Oh ! teach us holy Carmel
How to conquer every sin !
How to love and help each other
How the prize of life to win !!
Mount.....
3. In a world so dark bemoaning,
In the world of hate and strife,
Be to us a beacon beckoning
To the shore of light and life !
Mount.....



Make Me a Channel of Your Peace



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, only 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 each one that we receive,
And in dying that we're born to eternal life.



Abide With Me



Abide with me, fast falls the eventide,
The darkness deepens Lord, with me abide,
When other helpers fail and comforts flee,
Help of the helpless, O abide with me!

Swift to its close ebbs out life's little day,
Earth's joys grow dim, its glories pass away;
Change and decay in all around I see
O Thou who changest not, abide with me!

I need Thy presence every passing hour,
What but Thy grace can foil the tempter's power?
Who like Thyself my guide and stay can be?
Through cloud and sunshine, abide with me!

 God Is Love

Chorus: Love it was that made us,
And it was love that saved us,
Love was God's plan, when He made us,
God's divine nature is love.
Born of God's love we must love Him.
That's why he made us to love Him
But only when we love all men
Can we partake of God's love

Love is wonderful thing,
Joy in our hearts it will bring
Where there's true love there is God,
And where there's God there is love,

God said, "love must be a sign,
By which all will know you are mine,
A new commandment I give,
Each other love as I did,"

 In The Hollow Of Thy Hand

Keep me in the hollow of Thy hand,
Lead me through this wild and stormy land,
Thou doth guide my feet.
Though the path way may be steep,
Keep me in the hollow of Thy hand.
Ch. Keep me (2) day by day
Guide me (2) all the way

Never (2) let me stray,
Keep me in the hollow of Thy hand.
Keep me in the circle of Thy will,
All Thy plans for me may I fulfill,
As I go my way, help me lord from day to day,
Keep me in the circle of Thy love.
Keep me in the centre of Thy love,
Looking down to comfort from above,
Help me see Thy face as I pray,
For daily grace,
Keep me in the centre of Thy love.

 I Just Keep Trusting

I just keep trusting, My God
As I walk along
I just keep trusting, My God
And he gives me a song
Though the storm clouds darken the sky
Over the heavenly trail.
I just keep trusting my God
He will never fail.
He is a faithful friend (2)
Such a faithful friend (2)
I can count on Him (2)
To the very end (2)
I just keep trusting....

 This World You Have Made

Chorus : This world you have made is a beautiful place
It tells the power of your love,
We rejoice in the beauty of your world,
From the seas to *the* heaven above.

1. The morning whispers of purity;
The evening of your peace.
The thunder booms your exuberance
In the awesome power you release.
2. The tenderness of a new-born child,
The gentleness of the rain.
Simplicity in a single cell,
And complexity in a brain.
3. Your stillness rests in a silent pool,
Infinity drifts in space,
Your grandeur straddles the mountain tops,
And we see your face in each face.

Give Me Joy In My Heart

Give me joy in my heart, keep me praising,
Give me joy in my heart I pray,
Give me joy in my heart keep me praising,
Keep me praising till the end of day.

Chorus : Sing hosanna, Sing hosanna
Sing hosanna to the King of kings;
Sing hosanna, Sing hosanna,
Sing hosanna to the King.

1. Give me oil in my lamp, keep me burning
2. Give me love in my heart, keep me serving
3. Give me peace in my mind, Keep me resting

It Takes Courage To Answer And Call

Chorus: It takes courage to Answer a call,
It takes courage to give your all,
It takes courage to risk your name,
It takes courage to be true.

1. It takes courage to dare,
What no other will share,
To be standing alone,
One whom no one will own,
To be ready to slake
For another one's stake,
It takes courage to be true.
2. It takes courage to say,
What you know will not pay,
To give everyone's share,
Though there'll be less to share,

To be seeking no more.
Than the neighbour next door,
It takes courage to be true.

 Walking With The Lord

- Chorus :** Walking with the lord
 We are walking in the morning
 Lift up your hearts,
 For you're walking with God.
 Singing to the lord
 We are singing in the sunshine,
 Lift up your hearts,
 For you're singing to God.
1. Hand in hand with everyone,
 We're walking, walking,
 Though we belong to different religions
 Walking together
 Singing new songs now.
 Living new lives,
 Building new bridges.
 Walking distant miles
 Well we're walking with the lord [Chorus]
2. Rain and storm will not prevent us
 Walking, walking,
 Faith and hope and love,
 Will send us walking, walking
 Crossing all barriers;
 Climbing all stiles;
 Breaking through fences,
 Walking distant miles
 Well we're walking with the lord [Chorus]

 SHEPHERD ME O GOD

Shepherd me O God, beyond my wants
Beyond my fears from death into life (2)
God is my shepherd so nothing I shall want
I rest in the meadows of faithfulness and love
I walk by the quite waters of peace.

Gently you raise me, and heal my weary soul
You lead me by pathways of righteousness and truth
My spirit shall sing the music of your name.

Though I should wander, the valley of death
I fear no evil for you are at my side
Your gourd and staff my comfort and my hope.

FATHER LEAD ME DAY....

Father lead me day by day,
Ever in thy own sweet way (2)
Teach me to be pure and true
Show me what I ought to do (2)
Father lead me.....

When my heart is full of glee
Help me to remember thee (2)
Happy most of all to know
that my father loves me so
Teach me to be.....
Father lead me.....

May, I do the good I know
Be thy loving child below (2)
Then at last go home to know
Ever more thy child to be
Teach me to be.....
Father lead me.....

 प्रार्थना में जो कुछ माँगा

प्रार्थना में जो कुछ माँगा,

पूरा करो अरमान ।

सारी खताएँ मानता हूँ,

तेरा करूँ अब ध्यान ।

प्रार्थना में जो कुछ माँगा,

पूरा करो अरमान ।

दिल में धीमी आवाज़ आई,

अपने गुनाहों को मान ।

जान लिया मैंने आवाज़ उसकी,

जिसका किया अपमान ।

प्रार्थना में जो कुछ माँगा,

पूरा करो अरमान ।

इमान लाए तुझपे मसीहा,

आए तुम्हारे पास ।

माफ करो अब पाप हमारे,

कर दो लहू से साफ ।

प्रार्थना में जो कुछ माँगा,

पूरा करो अरमान सारी खताएँ मानता हूँ,

तेरा करूँ अब ध्यान ।

प्रार्थना में जो कुछ माँगा,

पूरा करो अरमान ।

मेरे प्रभु

मेरे प्रभु तू मुझको बता
तेरे सिवा मैं क्या करूँ
तेरी चमक के सामने
दीपक जला के क्या करूँ ।

कांटों में बस रहे हो तुम
कलियों में खिल रहे हो तुम
मेरे ही मन में आ बसो
मन्दिर में जाके क्या करूँ ।

शिक्षायेँ मुझको दीजिए
अपनी शरण में लीजिए
ऐसा प्रबन्ध कीजिए
सेवा में लीन रहा करूँ ।

छू लिया

छू लिया छू लिया येशु ने छू लिया (2)
जुड़ गया जिन्दगी से नया सिलसिला (2)
हर घड़ी, हर जगह गाऊँ, हालेलुइया
हालेलुइया (4)

दिल था विरान थल
येशु जीवन का जल (2)
मुझको मिलता गया
मेरी मुश्किल का हल (2)
मैंने खोया था जो वो मुझे मिल गया (2)
हर घड़ी.....
छू.....

मुझको पाकीजगी,
तूने येशु ने दी (2)
मेरी बिगड़ी हुई, बात बन सी गई (2)
रास्ता खुल गया है, मुलाकात का (2)
हर घड़ी, हर जगह गाऊँ हालेलुइया
हालेलुइया (4)
छू.....

आज रंजो गम से

आज रंजो गम से बस जो
हो रही हूँ मैं दो चार-2
आस है खुदा की
आस है खुदा की
मैं कर रही हूँ इंतज़ार
आज रंजो गम से बस

चाह मुझको कुछ नहीं
दुनिया के झूठे मान की
फानी है जहान ये
भला ये मुझको देगा क्या
उस खुदाए पाक ने
मुझको जो जिन्दगी है दी - 2
उससे बढ़के ये मुझे
चाहे भी तो देगा क्या
आस है खुदा की
आस है खुदा की
मैं कर रही हूँ इंतज़ार
आज रंजो गम से बस

जब खुदा का रूबरू
कयाम होगा मेरे साथ
पोंछ कर के अशक मेरे
वो थाम लेगा मेरे हाथ
वहाँ न रंजो गम ने अशक
न ही कोई दूरियाँ-2
और पुरानी बात की न
होगी कोई निशानियाँ
आस है खुदा की
आस है खुदा की
मैं कर रही हूँ इंतज़ार
आज रंजो गम से बस

हे येशु

हे येशु मुझको अपना
शांति दूत बना
मेरा जीवन करके पावन
तेरे योग्य बना
हे येशु मुझको अपना
शांति दूत बना

दूर आशंका मेरी कर दो
दिल में आशा विश्वास की भर दो
दूर आशंका मेरी कर दो
दिल में आशा विश्वास की भर दो
हो अंधेरे दूर मन के
जगमगाऊँ ज्योति बनके
न हो कोई निराशा
मुस्कुराए मेरी आशा
हे येशु मुझको अपना
शांति दूत बना
मेरा जीवन करके पावन
तेरे योग्य बना

शांति में दुनिया में फैलाऊँ
तेरे प्रेम का सौरभ मैं बन जाऊँ
शांति में दुनिया मैं फैलाऊँ
तेरे प्रेम का सौरभ मैं बन जाऊँ
दुष्टता को त्याग दूँ मैं,
सब के मन को मोह लूँ मैं,
ऐसा वर दो मुझको स्वामी
मैं सुनु तेरी ही वाणी
हे प्रभु मुझको अपना
शांति दूत बना
मेरा जीवन करके पावन
तेरे योग्य बना

ऐ दुनिया के लोगों

ऐ दुनिया के लोगों ऊँची आवाज़ करो
गाओ खुशी के गीत, उसका गुणगाण करो
(इबादत करो उसकी) इबादत करो (2)
याद रखो कि, वही इक खुदा है
हमको यह जीवन उसी ने दिया है।
उसी चारागाह से हम सब हैं आए
हम दो सना के हम गीत गाए।
रब का तुम शुक्र करो, ऊँची आवाज़ करो
गाओ खुशी के गीत.....
नामें खुदावंद कितना, मुबारिक
मेरा खुदावंद कितना भला है (2)
रहिमत है उसकी सदियों पुरानी
वफा का अजर से यहीं सिलसिला है।
उस पर इमान धरो, उसके घर आओ चलो
गाओ खुशी के गीत
उसका गुणगाण करो
इबादत

तेरी पनाह में

तेरी पनाह में हमें रखना सीखें हम नेक राह पर चलना (2)
कपट करम चोरी बेईमानी और हिंसा से हमको बचाना (2)
नाली का बन जाऊँ न पानी (2)
निर्मल गंगाजल ही बनाना
अपनी निगाह में हमें रखना
तेरी पनाह में.....

क्षमावान कोई तुझसा नहीं और मुझसा नही कोई अपराधी (2)
पुण्य की नगरी में भी मैंने (2)
पापों की गठरी ही बांधी हो हो हो
करुणा की छाँयो में हमें रखना
तेरी पनाह में
मिला उजाला लेकिन काली रात ना अब तक पीछा छोड़े
मुझसे दो कदम आगे मेरा पिछला करम सदा क्यों दौड़े
खारिज गुनाह से हमें रखना
तेरी पनाह में

कोई ना जाने कल तू कहाँ पर कैसे और किस रूप में आए
हम इन नेकी के बन्दों में तेरे ही प्रभु दर्शन पाएँ
चरणों की चाह में हमें रखना
तेरी पनाह में

में मंदिर हूँ तेरा

मेरी साँस में तेरी साँस है, मेरी रूह में पाक रूह (2)

मेरी आँख में तेरी आँख है, मेरे हाथ में तेरा हाथ (2)

तू चले मैं चलूँ, तू रुके मैं रुकूँ।

तू कहे जो वहीं मैं करूँ.....।

तू छूए मैं छूऊँ, जो कहे वो करूँ।

रूह मन जिस्म सब सौंप दूँ।

में मंदिर हूँ तेरा, जिन्दा अगर हूँ तेरा। (2)

मेरी मर्जी अब नहीं तेरी होगी रज़ा (2)

ये ही बन गया मेरा सारा जीवन, ऐ खुदा, ए खुदा

में मंदिर हूँ प्रभु का मंदिर हूँ पवित्र मंदिर हूँ।

तेरा जलाल मुझमें दिखे, सूरत तेरी मैं बनूँ।

जब रूह तेरा, है मुझमें तो, आजाद हूँ पाक हूँ।

ऐसा बर्तन बनूँ, जिसमें तू है भरा।

जूठ मिट जाए करदे खरा।

मैं खुदावंद में हूँ, हो गया हूँ नया।

जो पुराना था जाता रहा।

में मंदिर हूँ तेरा.....

तेरी है जमीन

तेरी है जमीन, तेरा आसमान
तू बड़ा मेहरबान
तू बखशीश कर
सभी का है तू
सभी तेरे
खुदा मेरे तू बखशीश कर
तेरी है जमीन.....
तेरी मर्जी से ऐ मालिक
हम इस दुनिया में आए हैं
तेरी रहमत से हम सबने
यह जिस्मों—जान पाएँ है
तू अपनी नज़र हम पर रखना
किस हाल में है
यह खबर रखना
तेरी है जमीन, तेरा आसमान
तू बड़ा मेहरबान
तू बखशीश कर
सभी का है तू
सभी तेरे
खुदा मेरे तू बखशीश कर
तेरी है जमीन.....



तू प्यार का सागर है

तु प्यार का सागर है.....2
तेरी इक बूँद के प्यासे हम.....2
लौटा जो दिया तूने.....2
चले जाएँगे जहाँ से हम.....
तु प्यार का सागर है.....2
घायल मन का पागल पंछी
उड़ने को बेकरार.....2
पंख है कोमल, आँख है धुँधली
जाना है सागर पार.....2
अब तू ही इसे समझा.....2
कि आए कौन दिशा से हम.....2
तु प्यार का सागर है.....2
तेरी इक बूँद के प्यासे हम.....2
लौटा जो दिया तूने.....2
चले जाएँगे जहाँ से हम.....
तु प्यार का सागर है.....2





ऐ मालिक तेरे बन्दे हम



ऐ मालिक तेरे बन्दे हम, ऐसे हो हमारे करम
 नेकी पर चलें और बदी से टलें, ताकि हंसते हुए निकले दम।
 ऐ मालिक तेरे बन्दे हम।
 ये अन्धेरा घना छा रहा, तेरा इन्सान घबरा रहा, हो रहा बेखबर
 कुछ न आता नज़र, सुख का सूरज छिपा जा रहा,
 है तेरी रोशनी में जो दम, जो अमावस को कर दे पूनम,
 नेकी पर चलें और बदी से टलें, ताकि हंसते हुए निकले दम।
 ऐ मालिक तेरे बन्दे हम।
 जब जुल्मो का हो सामना, तब तू ही हमें थामना,
 वो बुराई करें हम भलाई करें, नहीं बदले की हो भावना,
 बढ़ उठे प्यार का हम कदम और मिटे बैर का ये भरम,
 नेकी पर चलें और बदी से टलें, ताकि हंसते हुए निकले दम।
 ऐ मालिक तेरे बन्दे हम।
 बड़ा कमज़ोर है आदमी, अभी लाखों है इसमें कमी,
 पर तू जो खड़ा है दयालू बड़ा, तेरी कृपा से धरती थमी,
 दिया तूने हमें जब जन्म, तू ही झेलेगा हम सब के गम,
 नेकी पर चलें और बदी से टलें, ताकि हंसते हुए निकले दम।
 ऐ मालिक तेरे बन्दे हम।



तुम्हीं हो माता, पिता तुम्हीं हो



तुम्हीं हो माता पिता तुम्हीं हो
 तुम्ही हो बन्धु सखा तुम्हीं हो
 तुम्हीं हो साथी तुम्हीं सहारे
 कोई न अपना सिवा तुम्हारे।
 तुम्हीं हो नैया, तुम्हीं हो खवैया
 तुम्ही हो बन्धु सखा तुम्हीं हो।
 जो कल खिलेंगे वो फूल हम है,
 तुम्हारे चरणों की धूल हम है।
 दया की दृष्टि सदा ही रखना,
 तुम्ही हो बन्धु सखा तुम्हीं हो।



हमको मन की शक्ति देना



हमको मन की शक्ति देना

मन विजय करें....

दूसरों की जय से पहले, खुद को जय करें

हमको मन की शक्ति देना

भेदभाव अपने दिल से साफ़ कर सकें

दोस्तों से भूल हो तो, माफ़ कर सकें

झूठ से बचें रहें, सच का दम भरें

दूसरों की जय से पहले, खुद को जय करें

हमको मन की शक्ति देना

मुश्किलें पड़े तो हम पर, इतना कर्म कर

साथ दें तो धर्म का, चलें तो धर्म पर

खुद पे हौसला रहे, बदी से न डरें

दूसरों की जय से पहले, खुद को जय करें

हमको मन की शक्ति देना



इतनी शक्ति हमें देना दाता



इतनी शक्ति हमें देना दाता, मन का विश्वास कमज़ोर हो ना।

हम चले नेक रस्ते पे हमसे, भूलकर भी कोई भूल हो ना।

इतनी शक्ति.....

दूर अज्ञान के हो अँधेरे, तू हमें ज्ञान की रोशनी दे।

हर बुराई से बचते रहे हम, जितनी भी दे भली जिन्दगी दे।

बैर हो ना किसी का किसी से, भावना मन में बदले की हो ना।

हम चलें.....

हम न सोचें हमे क्या मिला है, हम ये सोचें किया क्या है अर्पण।

फूल खुशियों के बाँटे सभी को, सब का जीवन ही बन जाए मधुबन

अपनी करुणा का जल तू बहाके, कर दे पावन हर इक मन का कोना।

हम चलें.....

हे प्रभु आनन्द दाता

हे प्रभु आनन्द दाता ज्ञान हमको दीजिए,
शीघ्र सारे अवगुणों को दूर हमसे कीजिए।
लीजिए अपनी शरण में, हम सदाचारी बनें,
धर्म रक्षक ब्रह्माचारी, वीरव्रत धारी बनें।
हे प्रभु..... ।
कीजिए हम पर कृपा, ऐसी मेरे परमात्मा
मोहमद-मत्सर रहित, होवे हमारी आत्मा। हे प्रभु.....
जय जय पिता परमानन्द दाताए जगदादि करिए मुक्ति प्रदाता
बिना तेरे है कौन दीनन का बन्धु,
कि जिसको मैं अपनी अवस्था सुनाता
जय जय पिता
करो शुद्ध निर्मल मेरी आत्मा को, करूं मैं विनय नित्य सायं व प्राप्त
जय जय पिता
सूक्ष्म से सूक्ष्म तु है स्थूल इतना, कि जिसमें यें ब्रह्माण्ड सारस - समाता
जय जय पिता





THANKS GIVING HYMNS



O GIVE THANKS TO THE LORD

Chorus:- *O give thanks to the Lord for He is good(3)
Yes, eternal is His love!*

1. I will sing to my God never ceasing,
All my life, I will tell of His wonders,
He's the maker of all earth and heaven,
Of the ocean, the seas and all they hold!
2. The Almighty is faithful forever,
He is just to the poor and the outraged,
It is He who gives bread to the hungry,
Who delivers the captives from their chains!
3. He gives sight to the blind in this mercy,
And he raises the lowly, the humble
It is the who gives shelter to strangers
Every orphan and widow he defends





Thanks To Lord



Thanks do I give to the Lord
With my whole heart ever more
Thanks do I give to the Lord
for his faithfulness and love

1. In the presence of angles I will bless him
and adore him before his holy temple
On the days I called he answered.
he increased the strength of my soul.
2. You stretch out your hand, O lord, you save me
and your right hand will do all things for me
For your steadfast love endure for ever
Don't abandon the works your hand has made.

Christmas song



Silent Night, Holy Night



Silent night, holy night,
All is calm, all is bright
Round you Virgin Mother and Child
Holy Infant so tender and mild
Sleep in heavenly peace
Sleep in heavenly peace
Silent night, holy night
Shepherds quake at the sight
Glories stream from heaven afar
Heavenly hosts sing Alleluia !
Christ, the Saviour is born
Christ, the Saviour is born

Silent night, holy night
Son of God, love's pure light
Radiant beams from Thy holy face
With the dawn of redeeming grace
Jesus, Lord, at Thy birth
Jesus, Lord, at Thy birth"

 Joy to the World, the Lord is Come

Joy to the world, the Lord is come
Let earth receive her king
Let every heart prepare Him room
And heaven and nature sing
And heaven and nature sing
And heaven And heaven, and nature sing
Joy to the earth, the Saviour reigns
Let men their songs employ
While fields and floods
Rocks, hills and plains
Repeat, the sounding joy
Repeat, the sounding joy
Repeat, repeat the sounding joy
No more let sins and sorrows grow
Nor thorns infest the ground
He comes to make His blessings flow
Far as the curse is found
Far as the curse is found
Far as, far as the curse is found
He rules the world with truth and grace
And makes the nations prove
The glories of His righteousness
And wonders of His love
And wonders of His love
And wonders, of His love



Angels We have Heard on High



1. Angels we have heard on high, Sweetly singing o'er the plain
And the mountains in reply, Echoing their joyous strains,
Glo-glo-glo-glo-ria In excelsis Deo
2. Shepherds, why this jubilee? why your joyous song
prolong say, What may the tiding be, which inspires your
heavenly songs.
Glo-glo-glo-glo-ria
In excelsis Deo
3. Come to Bethlehem and see, Him whose birth the
angels sing
Come adore on bended knee, Christ the Lord the new
born King.
Glo - glo- glo- glo -ria
In excelsis Deo.

Holy Spirit Song



Welcome Holy Spirit



Welcome Holy Spirit
We are in your presence
Fill us with your power
Live inside of me.
You're the living water
The never drying fountain
Comforter and counselor
Take complete control
Fill us with your power



 Marian Hymn
Be With Us Mary

No one can live as an island,
Journeying through life alone.
Since we're most loved by a mother,
Jesus gave us his own,
Be with us Mary, along the way,
Guide every step we take.
Lead us to Jesus, to your loving Son
Come with us Mary, come.
When Jesus met with rejection,
Mary stood by the cross.
How can a mother desert her son ?
She'll also stand by us.

 हमें प्यार दे माँ

हमें प्यार दे माँ

अज्ञानता से हमें तार दे माँ

तू स्वर की देवी, ये संगीत तुझसे

हर शब्द तेरा है, हर गीत तुझसे

हम हैं अकेले, हम हैं अधूरे

तेरी शरण हम, हमें प्यार दे माँ

हमें

मुनियों ने समझी, मुनियों ने जानी

वेदों की भाषा, पुराणों की वाणी,

हम वही तो समझे, हम वही तो जाने

विद्या का हमको अधिकार दे माँ ।

Monthly Report

Conduct										
Diligence										
Attendance										
Punctuality										
Home Work										
Activities										
Cleanliness										
Uniform										
Class Teacher's Initials										
Guardian's Signature										

SYMBOLS

A V Good

B Good

C Fair

D Poor

REPORT OF

Name.....Std.....

[illegible]

Note : Kindly put a (✓) with a pen in the column required

STUDENT

Sec.....Roll No.....

[illegible]

Note : Kindly put a (✓) with a pen in the column required

Student's Record

Months											
Max. Marks											
Moral Science											
Eng. Language											
Eng. Literature											
Hindi											
Mathematics											
G. Science/Physics											
Biology											
Chemistry											
S.St./History											
Geography											
Punjabi Language											
Punjabi Literature											
Computer											
Teacher's Signature											
Parent's Signature											
A red mark indicates that the Pupil has failed in the Subject											

FORTNIGHTLY TEST SCHEDULE CLASSES I - XII												
Days	I	II	III	IV	V	VI	VII	VIII	IX	X	XI	XII
1st 3rd Monday												
1st 3rd Tuesday												
1st 3rd Wednesday												
1st 3rd Thursday												
1st 3rd Monday												
2nd 4th Monday												

TIME-TABLE							
Period	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
1.							
2.							
3.							
4.							
5.							
6.							
7.							
8.							

First Term										
Subject	Date	Class Test							Term Result	
Eng. I										
Eng. II										
Punjabi										
Hindi										
Maths										
Computer										
Physics										
Chemistry										
Biology										
His./Civics										
Geography										
G.K.										
G. Science										
M. Science										
Principal's Sign.....		Class Incharge Sign.....							Parent's Sign.....	

Second Term										
Subject	Date	Class Test							Term Result	
Eng. I										
Eng. II										
Punjabi										
Hindi										
Maths										
Computer										
Physics										
Chemistry										
Biology										
His./Civics										
Geography										
G.K.										
G. Science										
M. Science										
Principal's Sign.....		Class Incharge Sign.....							Parent's Sign.....	

Third Term									
Subject	Date	Class Test						Term Result	
Eng. I									
Eng. II									
Punjabi									
Hindi									
Maths									
Computer									
Physics									
Chemistry									
Biology									
His./Civics									
Geography									
G.K.									
G. Science									
M. Science									
Principal's Sign.....		Class Incharge Sign.....						Parent's Sign.....	

NAME OF THE SUBJECT TEACHERS

(To be filled by the students)

English :

Hindi :

Maths :

G.Science-Physics:

Chemistry :

Biology :

History / S.St. :

Geography :

Punjabi :

Sanskrit :

Computer :

G.K. :

M.Science :

Drawing :

Games :

Application for School Leaving Certificate

The Principal
Mount Carmel School,

Ad. No.

Dear Rev. Father/Sister

Please furnish me with the School leaving certificate of my child.

Particulars are given below :

Pupils's Name in full

Class..... Section

Reason for Leaving School

Name & Address of parent in full.....

I.....

I.....

Signature of Parent

Remarks

Fee due.....

Library book due.....

Progress.....

Conduct.....

Promoted to Class..... Detained in Class.....

Principal's Signature

1. A fortnight's Notice is to be given before the withdrawal of a pupil or full fee will be charged if taken during the school term.
2. If the name of an absent pupil has through want of notice been entered in the attendance register for the current month, fee for that month will be charged even if absence continues.
3. No school leaving certificate will be given until all dues to the school have been paid in full.

Note : School Leaving Certificate will be issued after a period of 2 weeks

PLEASE NOTE

School will remain closed on.....
.....on account of
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School will remain closed on.....
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School will remain closed on.....
.....on account of
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Principal's Remarks

[illegible]

[illegible]

REGULARITY RECORD ABSENT

[illegible]

LEAVE RECORD

Specimen signature of the

Father :

Mother :

Please admit Master/Miss

[illegible]

[illegible]

REPORT OF ACHIEVEMENT IN CO-CURRICULAR ACTIVITIES 20____ - ____
Name Class
Section House

Month & Date	Activities Participated	Prize/ Position	Remarks of House Direction Class Teacher	Signature of the House Captain Class Teacher
-----------------	----------------------------	--------------------	--	--

[illegible]

MONTHLY TEST PAPER SCHEDULE - MARCH

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - APRIL

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - MAY

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - JULY

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - AUGUST

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - SEPTEMBER

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - OCTOBER

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
Parent's Signature			Class Teacher's Signature					

MONTHLY TEST PAPER SCHEDULE - NOVEMBER

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - DECEMBER

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

MONTHLY TEST PAPER SCHEDULE - JANUARY

Sr. No.	Subject	Max Marks	Marks Secured					
			Test 1	Test 2	Test 3	Test 4	Test 5	Test 6
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

Parent's Signature

Class Teacher's Signature

RECORD OF BOOKS READ

Name Class

Section House

Date of Issue	Title	Author	Due Date	Lost / Damaged	Sign. of the Librarian

Parents Required to Meet the Principal

Date.....	
Time.....	Signature
Date.....	
Time.....	Signature
Date.....	
Time.....	Signature
Date.....	
Time.....	Signature
Date.....	
Time.....	Signature
Date.....	
Time.....	Signature
Date.....	
Time.....	Signature
Date.....	
Time.....	Signature
Date.....	
Time.....	Signature

English Speaking Record

[illegible]

English Speaking Record

[illegible]

Books Not Brought to School

[illegible]

ASSIGNMENT/PROJECT

Date :

Subject

Assignment

Parent's Signature

Teacher's Signature

Date :

Subject

Assignment

Parent's Signature

Teacher's Signature