

# CARE International School

Center for Applied Research & Education

# 27, Thayanur, Trichy - 620 009. Ph: 0431 - 2690502, 9791798436

Dream • Explore • Inspire

## PERSONAL RECORD

Name : .....

Class : ..... Section : .....

Transport: School Van : ..... / Own Transport: .....

Date of Birth : .....

Present Residential Address : .....

.....

Telephone : .....

Father's Name : .....

Occupation: ..... Annual Income: .....

Mobile : ..... email : .....

Mother's Name : .....

Occupation: ..... Annual Income: .....

Mobile : ..... email : .....

Guardian's Name : ..... Occupation: .....

Mobile : ..... email : .....

Names of brothers & sisters studying in the school

1. .... Std : .....

2. .... Std : .....

Mode of transport .....

## HEALTH DETAILS

Blood Group.....

Allergies if any.....

Food or drinks to be avoided .....

Date : .....

.....  
Father's Signature

.....  
Mother's Signature

.....  
Guardian's Signature



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.....  
Guardian's Signature



## MORNING PRAYER

God our Father, up above  
Look upon us in your love  
Guide our steps, O God we pray  
That we may do our best today  
In our work and at play  
Keep us safe from day to day.

---

Gurur Brahma GururVishnu  
Gurur Devo Maheshwaraha  
Guru Saakshaat Parabrahma  
Tasmai Sri Gurave Namaha

Gaja - (A) ananam Bhuuta - Ganna - (A) adi Sevitam  
Kapittha Jambuu - Phala - Saara Bhakssitam  
Umaa - Sutam Shoka Vinaasha - Kaarannam  
Namaami Vighne(a-I)shvara Paada - Pangajam II

Saraswathi Namasthubyam Varadhey Kamaroopini  
Vidyarambham Karishyami Siddhir-Bhavathu me Sadhaa

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## SCHOOL SONG

Together lets walk in harmony  
Let learning be our aim  
Building up a nation of the future,  
Where peace and honour will reign,  
Faith and goodwill will be our badges  
CARE School will show the way  
How to be the best in all we do  
Growing better everyday.

## **NATIONAL ANTHEM**

Jana-Gana-Mana-Adhinayaka Jaya He  
Bharata-Bhagya-Vidhata  
Punjab-Sindhu-Gujarata-Maratha  
Dravida-Utkala-Banga  
Vindhya-Himachala-Yamuna-Ganga  
Uchchhala-JaladthaTaranga  
Tava Shubha Name Jage  
Tava Shubha Ashisa Mage  
Gahe Tava Jaya Gatha.  
Jana-Gana-Mangala Dayaka, Jaya He  
Bharata-Bhagya-Vidhata,  
Jaya He, Jaya He, Jaya He,  
Jaya, Jaya, Jaya, Jaya He

## **TAGORE'S ENGLISH RENDERING OF THE NATIONAL ANTHEM:**

Thou art the ruler of the minds of all people,  
Dispenser of India's destiny.  
Thy name rouses the hearts of Punjab, Sind,  
Gujarat and Maratha,  
Of the Dravida and Odisha and Bengal;  
It echoes in the hills of the Vindhyas and Himalayas,  
mingles in the music of Jamuna and Ganges and is  
chanted by the waves of the Indian Sea.  
They pray for thy blessings and sing thy praise.  
The saving of all people waits in thy hand,  
Thou dispenser of India's destiny.  
Victory, victory, victory to thee.



## NATIONAL SONG - FIRST STANZA

Vande Mataram!  
Sujalam, suphalam, malayajashitalam,  
Shasyashyamalam, Mataram!  
Vande Mataram!  
Shubhrajyotsna pulakit ayamini,  
Phulla kusumita drumadala shobhinim,  
Suhasinim sumadhura bhashinim,  
Sukhadam varadam, Mataram!  
Vande Mataram, Vande Mataram!

- Composed in Sanskrit by  
Bankim Chandra Chatterjee

## English translation of the National Song

I bow to thee, Mother,  
richly-watered, richly-fruited,  
cool with the winds of the south,  
dark with the crops of the harvests,  
The Mother!  
Her nights rejoicing in the glory of the moonlight,  
her lands clothed beautifully with her trees in  
flowering bloom,  
sweet of laughter, sweet of speech,  
The Mother, giver of boons, giver of bliss.

- Rendered by Sri Aurobindo

## தமிழ்த்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்  
தெக்கணமும் அதிர்சிறந்த திராவிடநல் திருநாடும்  
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே!  
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற  
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!  
தமிழணங்கே!  
உன் சீரிளமைத் திறம்வியந்து செயல்மறந்து  
வாழ்த்துதுமே! வாழ்த்துதுமே! வாழ்த்துதுமே!

## PLEDGE

India is my country. All Indians are my brothers and sisters.  
I love my country. I am proud of its rich and varied heritage.  
I shall always strive to be worthy of it.  
I shall give respect to my parents, teachers and all elders and  
treat everyone with courtesy.  
To my country and my people, I pledge my devotion.  
In their well being and prosperity alone, lies my happiness.

## OUR VISION & MISSION

Our vision is to prepare our students for a rapidly changing world by equipping them with critical thinking skills, global perspective and respect for core values of honesty, loyalty and compassion.

To do this, we will:

Provide an academically challenging environment where students can express and channel their curiosity into knowledge that helps them to be self-sufficient and creative.

Develop within each child a passion and love for learning.

Prepare students to take up challenges in a globally competitive world.

Value the partnership, which exists between school, parents and community and the part it plays in realizing this vision.

**Our Motto: Dream. Explore. Inspire**

## MANAGEMENT

The school is part of G.Narayanan Educational Trust's Group of Institutions. The school is led by a multi-disciplinary group of passionate educators and management professionals.

## NOTE TO PARENTS

We intend to build a bridge of understanding and communication between the two most important institutions of a child's life that is the home and the school. It is therefore essential that parents use the diary for regular reference to receive information / relevant entries that may be communicated to them. Your co-operation will help the school to run smoothly.

Please help us to educate your child by enforcing regularity and discipline, in doing their daily lessons, being punctual and regular in attendance. Encourage them to take active part in all school activities.

## SCHOOL RULES

It is mandatory to follow the school rules and deviations will lead to disciplinary action:

- General behaviour of the student should be exemplary both in school and outside.
- Each student must carry this student's diary and the identity card to the school everyday.
- Uniform is compulsory during school hours and for all school functions including all such instances where students are representing the school outside.
- Students are expected to carry books and notebooks in strict accordance with the time table and should not bring unnecessary material to the school.
- It is mandatory for all students to be present for all festivals and functions celebrated by the school, unless instructed otherwise.
- The school is working towards protecting the natural and cultural environment and expects its students to be environment friendly in all their actions. Use of polybags (plastic bags) is, therefore, strictly prohibited in the school and students should consciously avoid their use for any purpose.
- It is the special duty of each student to keep the classroom neat and tidy.
- Students will be fined for any damage done to the school property.
- Chewing gum is strictly forbidden in school.
- The books borrowed from the library should be returned within the specified time. The cost of the books found lost / damaged on return will be collected from the respective student.
- Students are expected to do their homework regularly and submit the same on the given day / date.
- Students are to avoid wearing gold or any valuable ornaments to school.
- Students are strictly prohibited from bringing laptops, cell phones or any other electronic gadgets to school.
- Every student should have his / her own text books, stationery and other material required for study. Borrowing or lending of such material is discouraged.
- Every student should take care of his / her belongings. School authorities may not be responsible for loss of such belongings.

## SOCIAL MEDIA GUIDELINES

Your reputation is based on what you say and what you do. This holds true both in-person and online. It's harder to control your online image than the one you create in person. Once something is online, it never really goes away even if you delete items. All of the information online about you, whether posted by you or others, makes up your online image. How you act online reflects who you are. Hence try to act online the way you want others to act toward you. Be a good digital citizen.

### **Here are a few guidelines to follow:**

- Don't upload anything that you wouldn't want EVERYONE to see.
- Be respectful of others' posts, even if you don't agree with them.
- Share information you think others would enjoy or find useful.
- Be mindful when posting personal information such as your location, when you're going on vacation, etc. Do you really know everyone that well within your network that you trust him or her with that information? It's highly doubtful.
- Verify those you accept into your social network. You should be cautious about accepting any random "friends."
- Check out your online presence by Googling yourself (and search for your profile while logged out of your social networks) to see what you can find.
- Seek parents' permission before sharing any personal information on the Internet
- Be careful about cyberbullying and also stop yourself from bullying others.
- Follow netiquette and behave responsibly while online.

### **Strict action will be taken if found**

- Posting anything malicious or making inappropriate comments about the school or any member of the school community
- Accessing social media on school devices, or on their own devices while they're at school or school van/bus.

## SCHOOL HOURS

- The school hours for Classes  
**KG 8.50 a.m. to 12.30 p.m.**  
**I to XII 8.50 a.m. to 4.10 p.m.**  
The School is closed for the students of classes KG - V on all Saturdays.
- The school remains open for students of classes VI - XII up to 4.10 p.m. on first & fourth Saturdays.
- The school remains open for the students of class XI A & XII A on all Saturdays.
- Students coming to the school on their own arrangements have to report by 8.45 am.
- Students will not be allowed to leave the school premises before the school hours. Parents have to get prior permission from the school office to take their ward in between the school hours. Parents / guardians who are responsible for picking up the child are requested to come on time. If the person who usually picks up the child is unable to come, parents are requested to inform the school office in advance. Otherwise, the child may not be allowed to leave the school, until proper arrangements are made by the parent/guardian. Help us to keep the children safe.

## SCHOOL UNIFORM

KG & Primary Section	Middle & Secondary Section
<b>Girls:</b> White T-Shirt and Navy blue skirt. <b>Boys:</b> White T-Shirt and Navy blue Shorts. <b>Socks:</b> White <b>Shoes:</b> White sports shoes Track pant on all Wednesdays	<b>Girls:</b> White T-Shirt and Navy blue skirt. <b>Boys:</b> White T-Shirt and Navy blue full pants. <b>Socks:</b> White <b>Shoes:</b> White sports shoes Track pant on all Wednesdays

## DISCIPLINE

Students should behave in such a manner that the safety, welfare and dignity of all students are upheld.

The school is responsible to ensure protection of the rights and privileges of everyone in the school community.

Disciplinary measures will be taken in case of the following misconducts...

- Disrespect, disobedience of the authority, teachers or school staff.
- Using abusive language

- Fighting in the school premises
- Defacing or destroying school property
- Stealing
- Indiscipline behaviour in the school bus.
- Possessing objectionable material
- Indulging in examination malpractice.
- Bullying.
- Carrying electronic communication devices including those that can store/record/play audio-visual content without permission.
- Transmitting / receiving images / providing unfiltered connection to the Internet such as iPads, DVD / CD players, game consoles, handheld PC, smart phones, laptops, tablet or any other gadget with similar capabilities of data storage / transmission is not permitted in the school and the school bus.
- It is reiterated that unmonitored use of any electronic communication device is strictly prohibited in school and school bus and any reported violation in this regard would attract disciplinary action from CBSE.
- Using of two wheelers and four wheelers in the school campus.

#### **DISCIPLINARY MEASURES**

- A strict disciplinary action will be taken if the child is found not obeying the instruction given by the school.
- The school reserves the right to terminate the continuance of students whose conduct is unexemplary for others.

#### **ABSENTEE**

- If a student is absent, parents are requested to sign and give the reason for absence in the page given for this purpose in the diary /send a mail to the school.
- Notice of prolonged absence from school must be submitted in the Principal's office and the office should be informed about the student's return to the school.
- **If a student is continuously absent for more than 15 days, without prior information, the name will be removed from the rolls.**
- In case of absence for more than two days on medical grounds, Medical Certificate and Prescription (photocopies) should be attached along with leave application.
- Students who are not well should not be sent to school even on the days of assessments. The child will be marked absent if she/he goes home during school hours. The child will be awarded a zero for the assessment taken on that particular day.

- If a child remains absent during examinations, application should be submitted to the school mentioning the reason. Otherwise, it will be considered as absence.
- **As per the CBSE instruction, any child having less than 85% attendance will not be allowed to write the final examination.**

### **MEDICAL EMERGENCIES**

While every care will be taken to prevent accidents, the school will not be liable for injuries sustained by the students in the course of everyday activities. In the event of any emergency, the school authorities will try to contact the child's parents first. In event of being unable to reach the parents, on the advice of the medical authorities, the school is given permission to carry out emergency medical treatment which may include surgery. This will be resorted to when time is at a premium.

### **TRANSPORT**

Students availing school transport facility have to inform about change of address/telephone number to the office in the given format (tear - off slips). To avoid any delay students are expected to be on time at their respective boarding points.

### **TRANSFER CERTIFICATE**

To withdraw a child from the school, the parent should put written requisition to the Principal. Application should be submitted in the first week of January. Transfer Certificate will be issued only when all the payments due to the school are cleared. If a student is withdrawn in the middle of a term the parent will have to pay the fee for the full session.

### **PARENTAL COMMUNICATION:**

Any request, concerns & queries parents are requested to contact the school through Email or Website only. (cis@care.ac.in / www.careschool.in)

### **VISITS TO THE SCHOOL**

If you have any questions on matters you would like to discuss with the subject teacher / class teacher / coordinator concerning your child's progress please do not hesitate to contact the school office.

Visiting time to meet the Principal on every Friday (11.00 am - 12.30 pm).

You may send an e-mail or write in the school diary for prior appointment to meet the Principal or concern teacher/teachers on any other days..



You may meet class teachers/subject teachers of classes I - V on first & fourth Saturdays between 9.00 am - 10.00 am with prior appointment.

Online Parent Teacher Meetings will be conducted on every second Saturday between 9.30 am - 10.30 am.

Regular parent - teacher meetings will be conducted after each assessment. During such meetings parents can view their child's assessment papers & report cards and take note of the child's progress.

### **INFORMATION SYSTEM**

- Information about activities to be conducted through out the academic year is already mentioned in the school calendar.
- Day to day activities will be informed through the student's diary.
- Essential information will be given through UOLO message. (UOLO App)
- All the information about the school will also be available on the school website.
- Report about various school activities are also posted time to time on School Facebook & Instagram pages.

### **CO - CURRICULAR ACTIVITIES**

**Sports and games:** We have extensive play fields and trained instructors to coach the students football, cricket, basketball, kho-kho, Silambam, volleyball, skating, karate, gymnastics, badminton, tennis, athletics and Yoga.

**Co-curricular Activities (Classes I - V):** Dance, Vocal & Instrumental Music, Art and Craft are taught by professionally qualified and trained teachers.

**House System:** Students are placed in one of the four houses - **Earth House, Fire House, Sun House** and **Sky House**. Various competitions and activities are held within the house structure.

**Competitions:** Participating in Inter School and Intra School competitions are regular features at CIS. Every student gets equal opportunity to participate in various activities and competitions.

**Club Activities (Classes VI - X) :** At CARE International School we guide students to discover and create their own understanding. Besides academics, extracurricular activities form an integral part of the school curriculum. This aspect includes wide range of club activities that help students to identify their interests, expand their horizons, allows positive bonding and give practical training which they require in their day to day life.

Students of classes VI - X are encouraged to be a part of any one of such clubs of their choice. Few of the clubs to mention are: Literary and Debate Club,

Science & Math Club, Art & Craft Club, Dance Club, GK Club, Vocal & Instrumental Music Club, Animation Club Tourism Club and Eco Club.

**Club1BR :** This year we have introduced Club1BR for classes KG to VI. Club1BR is an English reading programme designed to get children to love reading storybooks and at the same time promote comprehension and communication skills.

This will be done through a combination of interesting storytelling sessions, activity books, and above all, by choosing wonderful storybooks with the help of trained resource persons from Club1BR Program for Schools.

### **School celebrations:**

Sports Day, Annual Day, Investiture Ceremony, Independence Day, Children's Day, Parents' Day, Grandparents' Day, Womens' Day, CARE Carnival, Jamboree and all important National and International days are celebrated in our school.

Every student plays a role in these celebrations - either as a performer or as an organiser.

### **CARE INSPIRE**

Through CARE INSPIRE Programme, our students get a chance to see, hear and make a connection with successful individuals, so as to give a diverse perspective of careers/ job environment. It is an effort to encourage our students in establishing tangible and meaningful goals, which helps them to investigate careers of interest beyond the typical surface analysis.

### **FIELD TRIPS AND EXCURSIONS:**

Students go on a wide variety of school arranged field trips and excursions. They learn from real life experiences of the people they interact with and places they see.

### **SCOUT AND GUIDE**

The school has registered with Bharat Scouts & Guides organisation and opened scout and guide wings for the students of classes V-VIII for boys and girls respectively . Regular training will be given to the students by our trained scout and guide instructors.

### **YOUNG SCIENTIST SEARCH (YSS) :**

CARE YSS is the most sought after interschool science, technology and educational event aims at offering promising youngsters an opportunity to expand their horizons in the areas like Science, Technology, Engineering and Math.

## INDIAN INTERNATIONAL MOVEMENT TO UNITE NATIONS - TRICHY CHAPTER

Every year the school is organizing IIMUN conference Trichy chapter in the school premises for the students of classes VII to XII for 3 days.

### ASSESSMENT PATTERN

#### Classes: KG - CLASS II (Foundational Stage)

There is no formal examination for the students. Assessment is done by the teachers on the basis of everyday performance of the students. The academic session is divided into four cycles consisting of almost equal number of working days. Students will also be assessed on a regular basis through assignments & activities as per the New Education Policy (NEP) 2020. Parents are requested to remain in touch with the teachers.

#### Classes: III - V (Preparatory Stage)

As per the CBSE guidelines of evaluation for classes III - V the session will have assessments through periodic tests, Midterm and session End Examination (SEE) along with the assessment of regular assignment and activities. Our students are graded regularly and evaluation is based on their participation and performance in different activities.

### SCHOLASTIC AREAS

#### Classes: VI - VIII (Middle Stage)

The assessment structure and examination for classes IV to VIII have been prepared according to the instruction of CBSE. The year is divided into two terms i.e Term-1 and Term - 2 as explained below:

Subjects	TERM-1 (50 marks) (1st half of the session) Periodic Assessment (PA) + Term Exam		TERM-2 (50 marks) (2nd half of the session) Periodic Assessment + Term II Year End Result - Term I + Term II	
		Term I		Term II
English	<ul style="list-style-type: none"> <li>• Periodic test marks with syllabus covered till Announcement of the test dates.</li> <li>• Note Book submission</li> </ul>	<ul style="list-style-type: none"> <li>• Written exam for 40 marks with syllabus covered till Announcement of the examination.</li> </ul>	<ul style="list-style-type: none"> <li>•• Periodic test marks with syllabus covered till Announcement of the test dates.</li> <li>• Note Book submission</li> </ul>	<ul style="list-style-type: none"> <li>• Written exam for 40 marks with syllabus covered till Announcement of the examination.</li> </ul>
Tamil/ Hindi/ French				
Tamil/ Hindi/ French	<ul style="list-style-type: none"> <li>• Subject Enrichment.</li> </ul>		<ul style="list-style-type: none"> <li>• Subject Enrichment.</li> </ul>	
Mathematics				
Science	<ul style="list-style-type: none"> <li>• Art Integration</li> </ul>		<ul style="list-style-type: none"> <li>• Art Integration</li> </ul>	
Social Science	<ul style="list-style-type: none"> <li>• Portfolio</li> </ul>		<ul style="list-style-type: none"> <li>• Portfolio</li> </ul>	

\* Unit tests will be conducted on all Mondays, first & fourth Saturdays for classes VI - X.

**Classes: IX - X (Secondary Stage) (As per CBSE instruction -- curriculum link)**

Total 100 marks					
Subjects	80 marks (Annual examination) student has to secure 33% marks out of 80 marks in each subject	20 Marks (Internal Assessment)			
		Periodic Test (5 Marks)	Multiple Assessment (5 Marks)	Portfolio (5 Marks)	Subject Enrichment Activity (5 Marks)
		(i)	(ii)	(iii)	(iv)
English	-	Periodic written test will be conducted by the school in regular intervals. (Gradually increasing portions)	This will cover: (quizzes, oral test, concept map, exit cards, visual expression etc.)	Classwork plus peer assessment, self asesment, Achievements of student in the subject, Reflections, Narrations, Journals, etc	Speaking and listening skills
Tamil/ Hindi/ French	Speaking and listening skills				
Science	Practical Lab work				
Mathematics	Maths Lab Practical				
Social Science	Map work and Project Work				

**GRADING SCALE FOR CLASSES: IV-VIII**

<b>Grading Scale for Scholastic Areas (Classes IV-VIII)</b> (School will award grades as per the following grading scale)	
MARKS RANGE	GRADE
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
32 & below	E (Needs Improvement)

**GRADING SCALE FOR CLASSES: IX-X**

<b>Grading Scale for Scholastic Areas (Classes IX-X)</b> (School will award grades as per the following grading scale)	
MARKS RANGE	GRADE
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
32 & below	E (Failed)

## CO-SCHOLASTIC AREAS:

### CLASSES I - X:

For the holistic development of the student, co-curricular activities in the following areas be carried out in the school and will be graded the respective teachers.

- (a) Work Education - Work Education refers to skill-based activities.
- (b) Art Education (Visual & Performing Art)
- (c) Health and Physical Education (Sports/Martial Arts/Yoga/Scout etc.)
- (d) Discipline :The students will also be assessed for the discipline

which will be based on the factors like attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others.

### GRADING SCALE FOR CO-SCHOLASTIC AREAS

Class I - V	
A	Outstanding
B	Very Good
C	Fair

Class VI - X	
A	Outstanding
B	Very Good
C	Good
D	Fair
E	Needs improvement

**Note: For detailed information parents may visit [www.cbseacademic.in](http://www.cbseacademic.in)**

### ASSESSMENT PATTERN CLASS XI & XII:

Class XI examinations will be conducted internally by the school.

1. Number of papers, duration of examination and marks for each subject/paper will be as specified in the curriculum for the term.
2. The Examination would be conducted in theory as well as in practicals, depending upon the nature of the subject(s) and the marks/grades allotted shall be as prescribed in the curriculum.
3. Weekly tests will be conducted on a regular basis by the school and marks of the same will be informed to the parents.
4. Four assessments for 80/70/50 marks each will be conducted during the year for the class XI.
5. For class XII (practical & theory) will conducted by the board.
6. The qualifying marks in each subject will be 33% and above in theory and in practicals separately.

Note : For detailed information regarding assessment and exam pattern for classes IX - XII, kindly visit <http://cbseacademic.nic.in/curriculum.html>

# AWARDS AND RECOGNITIONS

## ACADEMIC AWARD

On the basis of the student's performance in assessments and examinations the following scholarships/prizes/certificates will be awarded:

### Merit Certificates :

- For Classes IV-X: Merit certificate is awarded subject wise to the student who has topped in individual subjects for term examinations. (securing more than 90%)
- For Classes XI & XII: Merit certificate will be awarded to the student who will score above 90% in individual subjects in each term.

### Scholar Badge :

- Scholar Badge is awarded to students of classes VI-XII who shall score more than 90% in all individual subjects in written examination and shall not remain absent in any one of the assessments in the session 2021-2022

### Scholar Memento :

Will be awarded to the student who has received Scholar Badge for three consecutive years.

### Care Scholarship:

Care Scholarship will be awarded to the students of classes VI-XI who score overall 95% and shall not remain absent in any one of the assessments.

## GENERAL PROFICIENCY AWARD

General proficiency award is given to students of classes I-XII who excel in Academics, Co-curricular activities and possess human values.

# DIARY FOR 2022 - 2023

This diary must be brought to school every day and followed in detail. Daily lessons, reports and homework should be taken down. Parents should regularly see their child's calendar, note and sign the child's report.

The rules and regulations of the School printed in this diary have been read by me. I hereby promise to abide by these rules and to cooperate with the School Authorities.

.....  
Name & Signature of Student

.....  
Signature of Parent / Guardian

## TEACHING AND NON-TEACHING STAFF

- 1 Ms. Preethy Aravamudan, Sr. Principal
- 2 Ms. Gita Pattanayak, Principal
- 3 Ms. Jessie Kanagalatha, PGT Biology & Senior school incharge
- 4 Ms. Pavithra, PGT Chemistry
- 5 Ms. Mumthaj, PGT Economics
- 6 Ms. Jeevitha, PGT Computer Science
- 7 Mr. Anoop, PGT Commerce
- 8 Ms. Prema. D, PGT Maths
- 9 Ms. Angel Priya, PGT English
- 10 Ms. Saranya, PGT Media
- 11 Mr. Guru Prasanna, PGT Physics
- 12 Ms. Vigneshwari., PGT Biology
- 13 Ms. Sowmya. S, Coordinator
- 14 Ms. Vijayabala, Coordinator
- 15 Ms. Naslun Cithara, TGT Science
- 16 Mr. Venkatesh. J, TGT French
- 17 Ms. Nithyapriya. S, TGT Maths
- 18 Ms. Nivetha, TGT Socialscience
- 19 Ms. Mohanalakshmi, TGT Maths
- 20 Ms. Priya, TGT Science
- 21 Ms. Sagayarani, TGT Tamil
- 22 Ms. Parkavi, TGT English
- 23 Ms. Mothijan, TGT English
- 24 Mr. Arockia Stephen, TGT Social science
- 25 Mr. Sebastin Jeyaraj, TGT Hindi
- 26 Ms.Emima. B, PRT
- 27 Ms. Preethi. A, PRT
- 28 Ms. Kalpana, PRT



- 29 Ms. Sylvia, PRT
- 30 Ms. Chandra. A, PRT
- 31 Ms. Shanthi, PRT
- 32 Ms. Fricila, PRT
- 33 Ms. Kiruthiga, PRT
- 34 Ms. Geethanjeely, PRT
- 35 Ms. Aishwarya, PRT
- 36 Ms. Durga Devi, PRT
- 37 Ms. Christo Priya., PRT
- 38 Ms. Carmela. P, KG
- 39 Ms. Vanitha, KG
- 40 Ms. Gunasundari, KG
- 41 Mr. Ukesh. A, PET
- 42 Mr. Perumal. P, ART & Craft
- 43 Ms. Priyatharshini (psy), Counselor
- 44 Mr. Arivukkarasu. T, Librarian
- 45 Ms. Merlin Lisiya, Spl Educator
- 46 Ms. Gayathiri, PET
- 47 Ms. Priyadharshini, ADMIN Staff
- 48 Ms. Dhanalakshmi, ADMIN Staff
- 49 Ms. Nivethitha, PRO
- 50 Mr. Elangovan, Accountant
- 51 Mr. Sridhar, IT staff
- 52 Ms. Divya. K, Office Staff
- 53 Ms. Kowsalya, Office Staff
- 54 Ms. Dhivya, Office Staff
- 55 Ms. Menaga, Office Staff
- 56 Ms. Nirmala, Office Staff
- 57 Mr. Mayavan, Transport Incharge

<b>April 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.04.22	Friday	
02.04.22	Saturday	UGADI - Holiday
03.04.22	Sunday	Holiday
04.04.22	Monday	Holiday
05.04.22	Tuesday	General Assembly - (I - V)
06.04.22	Wednesday	
07.04.22	Thursday	World Health Day Youth Parliament
08.04.22	Friday	Youth Parliament
09.04.22	Saturday	Youth Parliament
10.04.22	Sunday	Holiday
11.04.22	Monday	
12.04.22	Tuesday	General Assembly - (I - V)
13.04.22	Wednesday	
14.04.22	Thursday	Tamil New Year - Holiday
15.04.22	Friday	Good Friday - Holiday
16.04.22	Saturday	Holiday
17.04.22	Sunday	Holiday
18.04.22	Monday	World Heritage Day Theatre Presentation On Save Water
19.04.22	Tuesday	General Assembly - (I - V)
20.04.22	Wednesday	
21.04.22	Thursday	
22.04.22	Friday	World Earth Day Street Play Presentation On Save Water last Working Day For KG - IX
23.04.22	Saturday	School Closes For Summer Vacation Inhouse Teachers' Training
24.04.22	Sunday	Holiday
25.04.22	Monday	Inhouse Teachers' Training
26.04.22	Tuesday	Inhouse Teachers' Training
27.04.22	Wednesday	Inhouse Teachers' Training
28.04.22	Thursday	Inhouse Teachers' Training
29.04.22	Friday	Inhouse Teachers' Training Last Working Day For Teachers
30.04.22	Saturday	Holiday

<b>May 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.05.22	Sunday	International Workers' Day - Holiday
02.05.22	Monday	
03.05.22	Tuesday	Ramzan - Holiday
04.05.22	Wednesday	
05.05.22	Thursday	
06.05.22	Friday	
07.05.22	Saturday	Holiday
08.05.22	Sunday	Holiday
09.05.22	Monday	
10.05.22	Tuesday	
11.05.22	Wednesday	
12.05.22	Thursday	
13.05.22	Friday	
14.05.22	Saturday	Last Working Day For XII A - Holiday
15.05.22	Sunday	Holiday
16.05.22	Monday	
17.05.22	Tuesday	
18.05.22	Wednesday	
19.05.22	Thursday	
20.05.22	Friday	
21.05.22	Saturday	Holiday
22.05.22	Sunday	Holiday
23.05.22	Monday	
24.05.22	Tuesday	
25.05.22	Wednesday	
26.05.22	Thursday	School Reopens After Vacation For Teachers
27.05.22	Friday	
28.05.22	Saturday	
29.05.22	Sunday	Holiday
30.05.22	Monday	
31.05.22	Tuesday	

<b>June 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.06.22	Wednesday	School Reopens For XII A Inhouse Teachers' Training
02.06.22	Thursday	Inhouse Teachers' Training
03.06.22	Friday	Inhouse Teachers' Training
04.06.22	Saturday	
05.06.22	Sunday	Holiday
06.06.22	Monday	School Reopens After Summer Vacation For KG - X & XII
07.06.22	Tuesday	General Assembly (I - V)
08.06.22	Wednesday	Yoga week commences
09.06.22	Thursday	Introduction Of Club Activities Special Assembly (VI - XII)
10.06.22	Friday	
11.06.22	Saturday	Online PTM For KG - IX Holiday
12.06.22	Sunday	Holiday
13.06.22	Monday	Student's Council Election Nomination
14.06.22	Tuesday	General Assembly - (I - V)
15.06.22	Wednesday	
16.06.22	Thursday	Election Manifesto Special Assembly (VI - XII)
17.06.22	Friday	E - Election
18.06.22	Saturday	Holiday
19.06.22	Sunday	National Reading Day Holiday
20.06.22	Monday	Yoga week ends World Refugee Day
21.06.22	Tuesday	International Day of Yoga Mass Yoga Display By Classes KG - XII
22.06.22	Wednesday	
23.06.22	Thursday	CBSE Teachers' Training Special Assembly (VI - XII)
24.06.22	Friday	CBSE Teachers' Training Movie Day 1 For KG - V
25.06.22	Saturday	Investiture Ceremony
26.06.22	Sunday	Holiday
27.06.22	Monday	Intra Class Competition 1 (I - V)
28.06.22	Tuesday	General Assembly (I - V)
29.06.22	Wednesday	International Mud Day (Celebration For KG - II)
30.06.22	Thursday	Special Assembly (VI - XII)

<b>July 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.07.22	Friday	
02.07.22	Saturday	Inter House Activity (VI - IX & XI) Fit India Activity (VI - XII) Parents' Orientation (KG- IX)
03.07.22	Sunday	Holiday
04.07.22	Monday	Intra Class Competition - 2 (I - V)
05.07.22	Tuesday	Special Assembly By V - A
06.07.22	Wednesday	
07.07.22	Thursday	Special Assembly (VI - XII)
08.07.22	Friday	
09.07.22	Saturday	Young Scientist Search (YSS)
10.07.22	Sunday	Bakrid Holiday
11.07.22	Monday	World Population Day
12.07.22	Tuesday	General Assembly - (I - V)
13.07.22	Wednesday	
14.07.22	Thursday	Special Assembly (VI- XII)
15.07.22	Friday	World Youth Skill Day IIMUN
16.07.22	Saturday	Holiday IIMUN
17.07.22	Sunday	Holiday IIMUN
18.07.22	Monday	Intra Class competition 3 (I - V) Nelson Mandela International Day
19.07.22	Tuesday	General Assembly - (I - V)
20.07.22	Wednesday	
21.07.22	Thursday	Special Assembly (VI - XII)
22.07.22	Friday	
23.07.22	Saturday	Inter House Activity (VI - IX & XI) Care Inspire - 1
24.07.22	Sunday	Holiday
25.07.22	Monday	Cycle Test for 1-V Pre Mid Term - VI - X Assessment I for XII
26.07.22	Tuesday	Kargil Victory Day
27.07.22	Wednesday	
28.07.22	Thursday	World Nature Conservation Day Special Assembly For VI - XII
29.07.22	Friday	
30.07.22	Saturday	Fit India Activity Holiday
31.07.22	Sunday	Holiday

<b>August 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.08.22	Monday	
02.08.22	Tuesday	General Assembly (I - V)
03.08.22	Wednesday	
04.08.22	Thursday	Field Trip 1 (KG - V)
05.08.22	Friday	
06.08.22	Saturday	Hiroshima Day Inter House Activity (VI - IX & XI) PTM for I - X & XII Holiday
07.08.22	Sunday	International Friendship Day Holiday
08.08.22	Monday	Intra Class Competition - 4 (I - V)
09.08.22	Tuesday	Muharam Nagasaki Day Holiday
10.08.22	Wednesday	
11.08.22	Thursday	Special Assembly (VI - XII)
12.08.22	Friday	
13.08.22	Saturday	Sports Day
14.08.22	Sunday	Holiday
15.08.22	Monday	Independence Day Celebration
16.08.22	Tuesday	General Assembly (I - V)
17.08.22	Wednesday	
18.08.22	Thursday	Special Assembly (VI - XII)
19.08.22	Friday	Krishna Jayanthi Holiday
20.08.22	Saturday	Holiday
21.08.22	Sunday	Holiday
22.08.22	Monday	Assessment 1 for XI
23.08.22	Tuesday	Special Assembly By V - B
24.08.22	Wednesday	Special Assembly By UKG - A
25.08.22	Thursday	Special Assembly (VI - XII)
26.08.22	Friday	Movie Day 2 For KG - V
27.08.22	Saturday	Inter House Activity (VI - IX & XI) Care Inspire - 2
28.08.22	Sunday	Holiday
29.08.22	Monday	Intra Class Competition - 5 (I - V)
30.08.22	Tuesday	General Assembly (I - V)
31.08.22	Wednesday	Vinayakar Chaturthi Holiday

## September 2022

<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.09.22	Thursday	Special Assembly (VI - XII)
02.09.22	Friday	
03.09.22	Saturday	Inter House Activity (VI - IX & XI) PTM for XI
04.09.22	Sunday	Holiday
05.09.22	Monday	Teachers' Day Celebration
06.09.22	Tuesday	General Assembly (I- V)
07.09.22	Wednesday	
08.09.22	Thursday	International Literacy Day Special Assembly (VI - XII)
09.09.22	Friday	
10.09.22	Saturday	Online PTM For KG - IX Grand Parents' Day - KG Holiday
11.09.22	Sunday	Holiday
12.09.22	Monday	Intra Class Competition - 6 (I - V)
13.09.22	Tuesday	Special Assembly By IV - A
14.09.22	Wednesday	
15.09.22	Thursday	Field Trip 2 - (KG - V) Special Assembly (VI - XII)
16.09.22	Friday	
17.09.22	Saturday	World Ozone Day Holiday
18.09.22	Sunday	Holiday
19.09.22	Monday	(Mid Term - VI -X) Assessment II - XII Cycle Test II For I - V
20.09.22	Tuesday	
21.09.22	Wednesday	
22.09.22	Thursday	
23.09.22	Friday	
24.09.22	Saturday	PTM For KG Holiday
25.09.22	Sunday	Holiday
26.09.22	Monday	Intra Class Competition - 7 (I - V)
27.09.22	Tuesday	Special Assembly By IV -B
28.09.22	Wednesday	Special Assembly By UKG - B
29.09.22	Thursday	
30.09.22	Friday	

<b>October 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.10.22	Saturday	Pooja Holidays Commences
02.10.22	Sunday	Gandhi Jayanthi Holiday
03.10.22	Monday	
04.10.22	Tuesday	Saraswathi Pooja World Animal Day Holiday
05.10.22	Wednesday	Vijayadasami Holiday
06.10.22	Thursday	
07.10.22	Friday	
08.10.22	Saturday	Holiday
09.10.22	Sunday	Milad-Un-Nabi World Post Day Holiday
10.10.22	Monday	School Reopens After Pooja Holidays
11.10.22	Tuesday	International Day Of Mental Health General Assembly (I - V)
12.10.22	Wednesday	Assessment II for XI
13.10.22	Thursday	Special Assembly (VI - XII)
14.10.22	Friday	Movie Day 3 For KG - V
15.10.22	Saturday	PTM For I - X & XII Parents' Day - KG Holiday
16.10.22	Sunday	Holiday
17.10.22	Monday	Intra Class Competition - 8 (I - V)
18.10.22	Tuesday	General Assembly - (I - V)
19.10.22	Wednesday	
20.10.22	Thursday	Special Assembly (VI - XII)
21.10.22	Friday	
22.10.22	Saturday	Holiday
23.10.22	Sunday	Holiday
24.10.22	Monday	Deepavali Holiday
25.10.22	Tuesday	Holiday
26.10.22	Wednesday	School Reopens After Diwali Holidays
27.10.22	Thursday	Special Assembly (VI - XII)
28.10.22	Friday	
29.10.22	Saturday	Inter House Activity (VI - IX & XI) Care Inspire - 3 PTM for XI
30.10.22	Sunday	Holiday
31.10.22	Monday	Intra Class Competition - 9 (I - V)



<b>November 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.11.22	Tuesday	Special Assembly By III A
02.11.22	Wednesday	
03.11.22	Thursday	Special Assembly (VI - XII)
04.11.22	Friday	
05.11.22	Saturday	Inter House Activity (VI - IX & XI)
06.11.22	Sunday	Holiday
07.11.22	Monday	Childrens' Day Competition (I-V)
08.11.22	Tuesday	Childrens' Day Competition (I-V)
09.11.22	Wednesday	Childrens' Day Competition (I-V)
10.11.22	Thursday	Childrens' Day Competition (I-V) Special Assembly (VI - XII)
11.11.22	Friday	National Education Day Childrens' Day Competition (I-V)
12.11.22	Saturday	Online PTM For KG - IX Holiday
13.11.22	Sunday	Holiday
14.11.22	Monday	Childrens' Day Celebration
15.11.22	Tuesday	General Assembly (I - V)
16.11.22	Wednesday	
17.11.22	Thursday	Field Trip 3 - KG - V Assembly For VI - XII
18.11.22	Friday	
19.11.22	Saturday	Holiday
20.11.22	Sunday	Holiday
21.11.22	Monday	
22.11.22	Tuesday	Special Assembly By III B
23.11.22	Wednesday	Special Assembly By LKG
24.11.22	Thursday	Special Assembly (VI - XII)
25.11.22	Friday	
26.11.22	Saturday	Inter House Activity (VI - IX & XI) Care Inspire - 4
27.11.22	Sunday	Holiday
28.11.22	Monday	Post Midterm For VI - X Assessment III For XI & XII Cycle Test III For I - V
29.11.22	Tuesday	General Assembly (I - V)
30.11.22	Wednesday	

<b>December 2022</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.12.22	Thursday	World AIDS Day
02.12.22	Friday	World Pollution Prevention Day
03.12.22	Saturday	World Handicap Day Holiday
04.12.22	Sunday	Holiday
05.12.22	Monday	Intra Class Competition - 13 (I - V)
06.12.22	Tuesday	
07.12.22	Wednesday	
08.12.22	Thursday	
09.12.22	Friday	Movie Day 4 (KG - V)
10.12.22	Saturday	Human Rights Day PTM for KG - XII Holiday
11.12.22	Sunday	Holiday
12.12.22	Monday	Intra Class Competition - 14 (I - V)
13.12.22	Tuesday	
14.12.22	Wednesday	
15.12.22	Thursday	
16.12.22	Friday	
17.12.22	Saturday	Holiday
18.12.22	Sunday	Holiday
19.12.22	Monday	
20.12.22	Tuesday	
21.12.22	Wednesday	
22.12.22	Thursday	
23.12.22	Friday	Annual Day
24.12.22	Saturday	School Closes For Christmas Vacation
25.12.22	Sunday	Holiday
26.12.22	Monday	
27.12.22	Tuesday	
28.12.22	Wednesday	
29.12.22	Thursday	
30.12.22	Friday	
31.12.22	Saturday	Holiday

<b>January 2023</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.01.23	Sunday	New Year Holiday
02.01.23	Monday	School Reopens After Vacation Intra Class Competition - 15 (I - V) Fit India Quiz
03.01.23	Tuesday	General Assembly (I - V)
04.01.23	Wednesday	
05.01.23	Thursday	Special Assembly (VI - XII)
06.01.23	Friday	
07.01.23	Saturday	Inter House Activity (VI - IX & XI)
08.01.23	Sunday	Holiday
09.01.23	Monday	
10.01.23	Tuesday	Special Assembly By II A & B
11.01.23	Wednesday	
12.01.23	Thursday	“Swami Vivekanandha Birthday” Special Assembly (VI - XII) National Youth Day
13.01.23	Friday	
14.01.23	Saturday	Holiday
15.01.23	Sunday	Pongal Holiday
16.01.23	Monday	Uzhavar Thirunaal Holiday
17.01.23	Tuesday	School Reopens After Pongal Holidays General Assembly (I - V)
18.01.23	Wednesday	
19.01.23	Thursday	Field Trip 4 - KG - V Special Assembly (VI - XII)
20.01.23	Friday	
21.01.23	Saturday	Holiday
22.01.23	Sunday	Holiday
23.01.23	Monday	Intra Class Competition - 16 (I - V)
24.01.23	Tuesday	
25.01.23	Wednesday	
26.01.23	Thursday	Republic Day Celebration
27.01.23	Friday	National Voters’ Day
28.01.23	Saturday	Observance Of Mahatma Gandhi Martyrolon Day Inter House Activity (VI - IX & XI) Care Inspire - 5 Jamboree
29.01.23	Sunday	Holiday
30.01.23	Monday	
31.01.23	Tuesday	General Assembly (I - V)

<b>February 2023</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.02.23	Wednesday	
02.02.23	Thursday	Special Assembly (VI - XII)
03.02.23	Friday	
04.02.23	Saturday	World Cancer Day Inter House Activity (VI - IX & XI)
05.02.23	Sunday	Holiday
06.02.23	Monday	Intra Class Competition - 17 (I - V)
07.02.23	Tuesday	General Assembly (I - V)
08.02.23	Wednesday	
09.02.23	Thursday	Special Assembly For VI - XII
10.02.23	Friday	
11.02.23	Saturday	Online PTM For KG - VIII Holiday
12.02.23	Sunday	Holiday
13.02.23	Monday	Annual Exam For IX & XI
14.02.23	Tuesday	Special Assembly By I A & B
15.02.23	Wednesday	
16.02.23	Thursday	Special Assembly (VI - XII)
17.02.23	Friday	
18.02.23	Saturday	Holiday
19.02.23	Sunday	Holiday
20.02.23	Monday	Intra Class Competition - 18 (I - V)
21.02.23	Tuesday	General Assembly (I - V) International Mother Language Day
22.02.23	Wednesday	
23.02.23	Thursday	Special Assembly (VI - XII)
24.02.23	Friday	
25.02.23	Saturday	Inter House Activity (VI - IX & XI) Care Inspire - 6
26.02.23	Sunday	Holiday
27.02.23	Monday	Result Declaration / PTM For IX & XI
28.02.23	Tuesday	National Science Day Science Exhibition (KG - IX & XI)

<b>March 2023</b>		
<b>Date</b>	<b>Day</b>	<b>Particulars</b>
01.03.23	Wednesday	New Session Begins For X & XII
02.03.23	Thursday	Special Assembly (VI - XII)
03.03.23	Friday	
04.03.23	Saturday	Inter House Activity (VI - IX & XI)
05.03.23	Sunday	Holiday
06.03.23	Monday	
07.03.23	Tuesday	
08.03.23	Wednesday	International Womens' Day
09.03.23	Thursday	Special Assembly (VI - XII)
10.03.23	Friday	
11.03.23	Saturday	Holiday
12.03.23	Sunday	Holiday
13.03.23	Monday	Annual Exam (I - VIII)
14.03.23	Tuesday	
15.03.23	Wednesday	
16.03.23	Thursday	
17.03.23	Friday	
18.03.23	Saturday	Holiday
19.03.23	Sunday	Holiday
20.03.23	Monday	
21.03.23	Tuesday	World Poetry Day International day of Forests
22.03.23	Wednesday	World Water Day
23.03.23	Thursday	
24.03.23	Friday	
25.03.23	Saturday	Holiday
26.03.23	Sunday	Holiday
27.03.23	Monday	
28.03.23	Tuesday	
29.03.23	Wednesday	
30.03.23	Thursday	Result Declaration / PTM For KG - V
31.03.23	Friday	Result Declaration / PTM For VI - VIII



**CHANGE OF ADDRESS / PHONE NUMBER**

You are requested to use the following tear - off slips and submit the same in the school office if you are changing your address / phone number.

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Student's Name : .....

Old Address / Phone No. : .....

New Address / Phone No. : .....

Parent's Signature : .....

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Student's Name : .....

Old Address / Phone No. : .....

New Address / Phone No. : .....

Parent's Signature : .....

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Student's Name : .....

Old Address / Phone No. : .....

New Address / Phone No. : .....

Parent's Signature: .....

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Student's Name : .....

Old Address / Phone No. : .....

New Address / Phone No. : .....

Parent's Signature: .....





## LIBRARY RECORD

Date Received	Date Returned	Name of the Book & Author	Teacher's Signature	Parent's Signature

Date Received	Date Returned	Name of the Book & Author	Teacher's Signature	Parent's Signature

# LEAVE RECORD

Date	No.of days	Reason for Absence	Parent's signature	Class Teacher's Signature	Principal's signature (if more than 2 days)

Teacher's Remarks & Sign	Parent's Remarks & Sign

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