

SPRING VALLEY SCHOOL DIMAPUR

Affiliated to CBSE (1430023)

N.H. 29, Chekiye Village

Block II 3rd Mile, Dimapur-797115

e-mail: springvalleyschool2017@gmail.com

Tele: 03862-243263

OUR MISSION STATEMENT

Our mission statement is simple. We want our children to be:

- Successful learners
- Confident individuals
- Responsible citizens
- All round personality development

We will achieve this by providing a stimulating and exciting curriculum, which is both inclusive and challenging, in order to get the best from every child.

ABOUT THE ALMANAC

The School Almanac is an important document that records the entire essential information. It aims at establishing an invaluable link between the teacher, student and parents; builds a bridge of understanding among the student's home and school.

It serves as an important means of communication between parents and the school.

- To keep parents abreast what their children are studying at school and the curricular/co-curricular progress of their wards.
- To keep parents informed about the home assignments.
- To serve as a handy reference in regard to the student's schedule.
- To be used for convenient, day-to-day correspondence (related to academics and conduct) between parents and the school staff.

Parents should ensure that their ward brings this almanac to school every day, uses it productively and with care. Parents should regularly read and review the given note; must countersign and respond to comments, if any which may be sent periodically by members of the school staff. They should encourage their ward to complete the home assignments and provide an explanation if is not completed for any good reason.

It will be good to remember that any comment made herein must refer only to the student's work and conduct. The purpose will not be served if any observations of the teaching method or conditions at home enter these pages, bringing the home and the school at variance with each other. Such observation or suggestion, if necessary, can be conveyed in a separate letter addressed to the principal, who will certainly look into the matter at his/her own level personally.

SPRING VALLEY SCHOOL DIMAPUR

NH- 29, Chekiye Village, Block II, Dimapur,

Nagaland - 797115

e-mail: springvalleyschool2017@gmail.com

Tele:03862-243263

GET TO KNOW ME

My Photo

(Please fill in BLOCK LETTERS)

Name : _____

Grade : _____ Sec : _____

Admission No. : _____

Date of Birth: _____

House : _____

Blood Group : _____

Brother/Sister studying in school : _____

Name: _____ Grade/Sec : _____

Residential Address: _____

Contact No. : _____

Mode of Transport : _____ School Bus/Private Transport _____

Bus Stop : _____

Private Transport No : _____

Name of the Driver : _____

SPRING VALLEY SCHOOL DIMAPUR

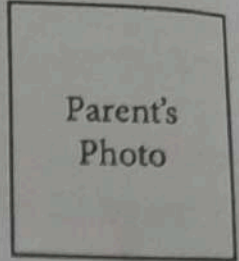
NH- 29, Chekiye Village, Block II, Dimapur,

Nagaland - 797115

e-mail: springvalleyschool2017@gmail.com

Tele:03862-243263

MY PARENTS



(Please fill in BLOCK LETTERS)

Father's/Guardian's Name : _____

Occupation/Profession : _____

Office Address : _____

Office Telephone No. : _____ Mobile No. : _____

e-mail : _____

Mother's Name : _____

Occupation/Profession : _____

Office Address : _____

Office Telephone No. : _____ Mobile No. : _____

e-mail : _____

We have read the rules and regulations of the school and we promise to abide by them and also ensure that our ward conforms to them.

Father's Signature

Mother's Signature

MEDICAL HISTORY OF THE WARD

Admn No. : _____

• Name : _____

• Phone Number-Residence : _____

Phone Number-Father : _____ Mother _____

• Age in the years (Date of Birth) : _____

• Specific diseases suffered in the past, if any specify : _____

• Operation undergone in the past, if any, specify : _____

• Allergies, if any, specify : _____

• Immunizations

- | | | |
|----------------|---|--------|
| a. BCG | : | Yes/No |
| b. Polio | : | Yes/No |
| c. DPT | : | Yes/No |
| d. Measles | : | Yes/No |
| e. DT | : | Yes/No |
| f. Tetanus | : | Yes/No |
| g. Typhoid | : | Yes/No |
| h. Hepatitis-A | : | Yes/No |
| i. Hepatitis-B | : | Yes/No |
| j. Chickenpox | : | Yes/No |
| k. Meningitis | : | Yes/No |
| l. Any other | : | Yes/No |

7. Any disease for which the student is on regular medication : _____

8. Blood Group : _____

9. Any other comments : _____

Signature/Guardian's Signature

ABOUT THE SCHOOL

Spring Valley School was established in the year 2016 and is situated in Chekiye Village, Block - II , Dimapur Nagaland. The School is based on CBS E curriculum and is administrated by Spring Valley Society Dimapur, with the motto "UNITY PEACE FAITH", THIS MOTTO Symbols 'what we ought to be', 'what we should be', 'what we can be'. They are our rallying points: to built and unite when troubles come to us, to create peace when discord beckons and to regain faith when there seem to be no hope.

The objectives of the school is to provide a rich stimulating and caring environment in which the child feels happy, safe, secure and confident. To provide high quality teaching and learning experiences to enable all children to achieve highest possible standards in all areas of the curriculum and also meet the needs of all children with special educational needs and to ensure equal opportunities for all pupils. The School creates a structure for equipping the students with life skills and values of love, kindness devotion and service for their holistic development.

ADMINISTRATOR'S MESSAGE

"Education is the ability to listen to almost anything without losing your temper or self-confidence" Robert Frost

Dear Parents/Guardians

Greeting to you All

Through this Almanac and more importantly your visit to the School, I hope you will see the ethos and values of our happy, thriving and successful independent day school. The Spring Valley School believes in the all-round development of the individual within a co-educational, compassionate, welcoming and broad minded community. Life at the Spring Valley School is greater than a sum of individual parts due to the efforts made across Nursery, Junior School, working together to be a community which pupils, staff and parents feel proud to belong to.

We remain true to the values of the original foundation and motto; 'Unity, Peace, Faith'.

I hope you will understand why we will be proud of our pupils in their high standards of academic, artistic and sporting achievement, as well as their compassion towards those within the school and beyond in wider community.

With best Wishes

Yours Sincerely

Administrator

ACADEMY YEAR 2024-2025

School Timings

- NURSERY - UKG 8:00 AM - 12:30 PM
- Class I - X 8:00 AM - 01:40 PM

- Note :
- a. 2nd & 4th Saturday will be holiday.
 - b. last working day of every month will be half holiday for the students.
 - c. Every 1st and 3rd Saturday will have co-curr activities after 4th period.

Examination

- Every Monday test will be conducted
- Annual Exam March

SCHEDULED FOR PTM

Sl. No.	Date	Class	Schedule for PTM
1	29th of June 2024	LKG to X	PTM - I
2	5th of Oct. 2024	LKG to X	PTM - II
3	7th Dec. 2024	LKG to X	PTM - III
4	March 2025	LKG to X	PTM - IV

ANNUAL EVENTS

Sl. No.	Events	Date & Month
1	World Environment Day	5th June
2	Independence Day	15th August
3	Teacher's Day	5th September
4	S.V.S. Foundation Day	12th November
5	Children's Day	14th November
6	Sports	12th -13th December
7	Tiffin Sharing Day	17th December
8	Christmas Carnival	18th December
9	Science Exhibition	1st February
10	Craft Exhibition	1st March
11	Annual Day	March

SCHOOL VACATIONS FOR THE SEASON 2024 - 2025

1	New academic session starts	8th April (Mon)
2	Summer vacation	1st July to 4th August
3	School reopens on	5th August
4	Winter Break	20th Dec - 5th Jan
5	School reopens on	6th January 2025

LIST OF HOLIDAYS - 2024-25

Month	Date	Day	Festivals/National Holidays
January	1	Monday	New Year
January	26	Friday	Republic Day
March	25	Monday	Holi
March	29	Friday	Good Friday
April	11	Thursday	Id-ul-Fitr
June	17	Monday	Id-ul-Zuha
August	15	Thursday	Independence Day
August	26	Monday	Janmashtami
September	16	Monday	Id-e-Milad
October	2	Wednesday	Gandhi Jayanti
October	10-11	Thur-Fri	Durga Puja
October	31	Thursday	Deepavali (Diwali)
November	15	Friday	Guru Nanak's Birthday
December	1	Sunday	Statehood Day
December	23-31	Mon-Tue	Christmas

- Holidays subject to change.

EXAMINATION SYSTEM

As per the new examination pattern of CBSE. Now there will be 2(two) terms i.e. term I and Term II (Half yearly and annual) examination with periodic assessments. The weekly tests which were conducted in previous years stands abrogated now and are replaced by monthly tests.

Primary- There is a continuous observation and monitoring of skills throughout the year and special attention is given to develop gross and fine motor skills.
Class I to X as per CBSE patterns

ASSESSMENT PATTERN

100 Marks for both :- (Half yearly and Annual examination)

- a) 80 marks for each subject in half yearly and annual examination.
- b) 20 marks for periodic test which includes monthly test, regularity, subject enrichment, timely submission of notebooks and discipline including values, behavior, attitude etc.

SCHOLASTIC GRADES

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 and Below	E(need improvement)

**Co-Scholastic Grades
3 points Grading System**

- A - OUTSTANDING
- B - VERY GOOD
- C - FAIR

PARAMETERS FOR MARKING (generic criteria)

Regularity

Sincere Participation

Output

Team work

AREAS FOR ASSESSMENT

Work education (Skill based activities resulting in services useful to the community)

Art Education (Visual and Performance Arts)

Health and Physical Education (Sports / martial Arts/ yoga/ NCC etc.)

Note: It is compulsory for the students to have 90% attendance in the academic session to make them eligible for the promotion to the next class. The percentage can be relaxed only on medical grounds.

VISITING HOURS FOR PARENTS

The school would like parents to maintain a close rapport with the teachers teaching their children in school. Parents are advised to meet the Principal and Administrator and teachers according to the schedule given by taking prior appointments.

School office - 09: 00 A.M. - 1: 30 P.M.

Administrator - 09: 00 A.M. - 12: 00 P.M. on all working days

** (with prior appointment on working days)*

You may communicate through email on the following Id:

springvalleyschool2017@gmail.com or

Contact :- 9863312174 - 8:00 A.M. – 3:00 P.M.

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 trespass,
As we forgive those trespass against us
And lead us not to temptation,
But deliver us from evil.
for thine is the kingdom, the power
and the glory, for ever and ever.

Amen

PLEDGE

India is my country.
All Indians are my brothers and sisters.
I love my country and I am proud of its rich and varied heritage
I shall give respect to my parents, teachers and elders and
treat everyone with courtesy.
To my country and my people,
I pledge my devotion,
In their wellbeing and prosperity along lies my happiness.

CLASS ROOMS

The class rooms are spacious and airy with age appropriate furniture. The class rooms are equipped with smart boards that enhance the learning and make it more fun and interactive.

SCHOOL SONG

The hope of bright sunshine
The pretty spring flowers bloom
See the rain through the rays of sunshine
Let spring valley school flourish

Spring Spring Spring Valley School
Higher heights await you
Spring Spring Spring Valley School
You can reach the mountain top

The sky is blue and clear
Reflects inner happiness and strength
Spring brings beautiful colours of the earth
God Bless Spring Valley School.

Code: Spring Valley School strive for Excellence, unity, peace
and Faith.

We stand for it.

HOUSE SYSTEM

The concept of house system is an integral part of every school aiming at holistic development of students. It forms the basis of all competitions in the school. It promotes team spirit, group loyalty, healthy competition and adherence to school values and rules.

From class I the school is divided into four houses after the names of the mountains i.e. Saramati, Japfu, Tiyi and Patkai.

Colours of the houses are :

- | | | |
|----|----------|--------|
| 1. | Saramati | Yellow |
| 2. | Japfu | Red |
| 3. | Tiyi | Green |
| 4. | Patkai | Blue |

SCHOOL LIBRARY

The school aims at including the spirit of reading in students. The school library is well stocked with latest books and reading materials. Every class is provided with at least one library period and it is supervised by a teacher. A log is maintained as one of the pages at back to keep the record of the books read by every student.

SCHOOL PRAYER

Dear God

We thank you for the beautiful day and gift of life you have given us. At the start of the day, we ask for your wisdom, help us to learn and concentrate in all we do. Protect and watch over us and be a part of everything we do today. In Jesus name we pray

AMEN

PRAYER AFTER SCHOOL

O God, under whose mighty and gracious protection our
day was spent;

We thank thee for the continuance of so many great
blessings for the good examples we have seen;
for the good works we have heard or read;
For all good thoughts and fine desires which have come to
our minds

O God, grant that these may not be fruitless in us
May God bless my parents, my teachers,
me and make me a good child.

HUMKO MANN KI SHAKTI DENA

Hum ko man ki shakti dena Mann vijay kare
dusaron ki jay se pehle khud ko jay kare

Bhedabhaav apne dil se saaf kar sake
doston se bhool ho to maaf kar sake
Jhooth sebache rahe, sach ka dam bahare
dusaron ki jay se pehle khud ko jay kare

Mushkile pade to hum pe itana karam kar
saath de to dharm ka, chalo to dharm par
khud pe hausala rahe, bade se na dare
dusaron ki jay se pehle, khud ko jay kare.

NATIONAL ANTHEM

Jana-gana –mana adhinayaka jaya he
Bharata-bhagya,vidhata
Punjaba-sindhu-Gujarata-Maratha
Dravida-Utkala Banga
Vindhya-Himachala Yamuna Ganga
Uchhala jaladhi-taranga
Taba-subha name jage
Taba –subha asisa mange
Gahe-tava-jaya gatha
Jana gana mangala dayaka, jaya he
Bharata- bhagya-vidhata
Jaye he , jaye he , jaye he,
Jaye, jaye,jaya, jaya he

NATIONAL SONG

Vandemātaram - vande mātaram
Sujalām suphalām malayaja shītalām
Shasya shyāmalām mātaram vande mātaram
Shubhra jyotsnā pulakita yāminīm
Phulla kusumita drumadala shobhinīm
Suhāsinīm sumadhura bhāshinīm
Sukhadām varadām mātaram - vande mātaram

-Bankim Chandra Chattopadhyaya

राष्ट्र गान

जन गन मन अधिनायक जय हे, भारत भग्य विधाता ।
पंजाब सिंधु गुजरात मराठा, द्राविड उत्कल बंग ।
विंध्य, हिमाचल, यमुना, गंगा, उच्छल जलधि तरंग ।
तब शुभ नामे जागे, तब शुभ आशिष माँगे ।
गाहे तब जय गाथा ।

जन गन मंगल दायक जय हे, भारत भग्य विधाता ।
जय हे, जय हे, जय हे, जय, जय, जय, जय हे ।

छात्र प्रतिजा

भारत हमारा देश है । हम सब भारतवासी भई बहन है ।
हमें अपना देश प्राणों से भी प्यारा है । इसकी समृद्धि
और विविध संस्कृति पर हमें गर्व है । हम अपने माता पिता,
शिक्षकों और गुरुजनों का सदा आदर करेंगे और सबके साथ
शिष्टता का व्यवहार करेंगे । हम अपने देश और देशवासियों
के प्रति वफादार रहने की प्रतिजा करते हैं । उनके कल्याण
और समृद्धि में ही हमारा मुख निहित है । हम इसके सुयोग्य
अधिकारी बनने का प्रयत्न सदा करते रहेंगे ।

जय हिंद ।

SCHOOL UNIFORM L.K.G - CLASS-X

BOYS		
	SUMMER	WINTER
Mon	Green Check Half Pant, White Shirt, Black Shoes, Tie, Belt, White Socks	Green Plain Long Pants, White Shirt, Black Shoes, Tie, Belt, White Socks, Blazer
Tue		
Thur		
Fri		
Wed	White Half Pant, House T-Shirt, White Socks, White Shoes	White Long Pant, house T-Shirt, White Socks, White Shoes, Blazer
Sat		
GIRLS		
	SUMMER	WINTER
Mon	Green Check Divided Half Skirt, White Shirt, Black Shoes, White Socks, Tie Belt, Green Ribbon	Green Check Long Pant White Shirt, Black Shoes, White Socks, White Shoes, Blazer, White Ribbon
Tue		
Thur		
Fri		
Wed	White Half Pant, House T-Shirt, White Socks, White Shoes, White Ribbon	White Long Pant, House T-Shirt, White Socks, White Shoes, Blazer, white Ribbon
Sat		

*** Every friday any traditional attire to be worn with the uniform.**

SESSION 2024 - 2025

Month	Special Assembly Programme
May	Mother's Love
June	Environmental Awareness
August	Independent India
September	Love of Humanity
October	Preservation on rich Culture & Diversity
November	Constitutional Day
December	Good Health and Well being
January	Responsible Citizen
February	Impact of Technology on Children
March	Sustainable Development

RECOMMENDATION TO PARENTS/GUARDIAN

- Authorised persons should escort their wards to / from the school.
- Do not meet the teachers during the school hours without the permission of the Principal.
- Ensure that your ward is regular and punctual.
- The school expects your whole hearted participation in the functions and workshops conducted by the school.
- Excursions are a part of the education. Encourage your ward to avail this facility as it develops team spirit, cooperation and leadership quality among children. Chips, chocolate, chewing gums and fizzy drinks are NOT permitted.
- Label all stationery and clothing items.
- A report on conduct, application and progress will be sent to you at the end of each term. Every child develops and assimilates at his / her own pace. You are requested not to create an atmosphere of stress at home with regard to academic pursuits. However, it is recommended that you support and encourage your ward's learning at home systematically. You are most welcome to discuss any point pertaining to the child with the Principal, Headmistress, Academic Co-ordinators, Head of Boarding, Counselor or the respective teacher.
- Go through the school Almanac and see that it is brought to school every day.
- Without admission or re-admission student will not be allowed to attend the classes. In case of special permission, student can attend the classes for seven days and within these seven days parents are requested to complete the process of admission or re-admission otherwise the student will NOT be allowed to attend the classes beyond the time period given.
- No half day leave/short leave will be granted except in case of emergency. In case an event/ceremony is planned, the child must remain absent on that day.
- Help your ward to select one club and one sport for the year.

RECOMMENDATIONS TO PARENTS/GUARDIANS

- Parents are requested not to enter the class-room to see their children or to seek interview with teachers during school hours. Prior appointment can be fixed with class teacher/subject teacher through Almanac or mail of the school.
- They are requested to co-operate with the school in its attempt to help their children's progress by paying attention to their regularity, punctuality and discipline and by taking interest in their children's work. They should check the almanac every day and note the homework and any other instructions, if any given. They are advised to check the bags of their wards to see if any notice, invitation, etc., has been issued.
- They are requested to inform the school if there is any change in their address, Phone number or email Id.
- No permission will be granted for attending any social functions once the child has reported to the school. Permission will be granted only in emergency. Children when sick should not be sent to the school to attend the classes or even for the weekly assessment.
- Parent's attention is drawn to the fact that the criticism of a teacher or the school in the presence of a, causes the child to lose his or her respect for the teacher and will hamper his or her progress.
- Any communication made by the parents should be addressed to the Headmaster and not to the Class Teacher, and all correspondence from the school to the parents must go through the Headmaster.

EXPECTATIONS

We expect our students to

- Attend school regularly and attend all lessons.
- Arrive on time to school (not later than 7:50 AM).
- Be properly prepared and equipped for the days learning.
- Be fully involved in all classes.
- Follow correct procedures of attendance and punctuality.
- Carry out any work provided by the school during an authorised absence period.
- Attendance percentage should be 85%.

We expect that Parents/Guardians will

- Place a high priority on attendance and achievement.
- Not allow their child to take off from school unless it is unavoidable
- Endeavour to keep health appointments out of school hours.
- Endeavour to keep holidays out of term time.
- Girls can refrain from trimmed
- Work with the school to resolve issues and ensure good attendance and punctuality.
- In the event of a student contracting an illness or suffering an injury which would make an absence of 3 days or more likely, parents should inform the school immediately, and subsequently keep the school informed on progress. In this case a medical certificate is required from a certified doctor.
- Give an application of leave to the Class Teacher.
- Check the ALMANAC of your child/children everyday and sign teacher's note (if any)
- Check the homework given and get the work done.
- Never do the homework for your children. Teach them that it is their task and responsibility.
- Teach your child / children to balance their time between lessons, play time and rest.
- Reward them for good results and even their efforts. Attend all PTMs and interaction sessions on wherever called.
- Establish a relationship of mutual respect and appreciation with the school.

PERSONAL HYGIENE

The students should wear the prescribed uniform and must have a smart and immaculate turn out. He/ She should be well groomed at all times. Long hair of girls should be tied neatly. Girls can wear small ear studs if their ears are pierced. They should refrain from use of nail paint, kajal or any other cosmetic. Nails should be trimmed regularly.

ATTENDANCE / PUNCTUALITY POLICY

Rationale:
The SVS Community believes that good attendance and punctuality are vital in enabling students to make the most of their learning opportunities and thus prepare them for the demands of their adult life. Any problems that impede punctuality and regular attendance will be identified and addressed as speedily as possible. To this purpose, we give high priority to conveying to parents/guardians and students the importance of punctuality and regular attendance. We recognise that parents/guardians have a vital role to play and there is a need to establish strong home-school links and communication systems that can be utilised whenever there is a concern about attendance and punctuality. Minimum attendance percentage should be 85%.

Purposes:

To recognise that:-

- Punctuality and regular attendance are vital if students are to benefit fully from the opportunities the school offers them.
- Regular attendance makes learning easier.
- Students who develop good patterns of attendance and punctuality early on at school tend to continue in this pattern throughout their school life and beyond.
- With good attendance and punctuality students will achieve better results, greater confidence, have increased self-esteem and develop useful skills for the workplace.
- Students may become vulnerable through events such as bereavement, divorce or separation and we have support systems in place to guide our students.

SCHOOL PROPERTY

- School property should be handled with due care. Disfiguring or damage to the aforesaid will be charged.
- It is the duty of every student to dispose of litter in the bins and keep the surrounding neat and clean. Ensure that the lights and fans are switched off before leaving the class premises and at the time of dispersal.
- Library books should be returned in time and in case of damage or loss of a book, one is liable to pay fine or pay equivalent cost of the book.

GENERAL BEHAVIOUR

Students must be courteous and behave politely. They should respect elders and teachers.

Students must observe silence in the class especially during change of periods.

The following practices are strictly forbidden and in case of negligence are liable to strict disciplinary action.

- a) Cheating or use of unfair means during examination or assessment.
- b) Possession or use of mobile phones, I-pods or any objectionable materials.
- c) Rude and indecent behavior, bullying or disobedience of school rules should be avoided.
- d) Reading/browsing of obscene literature is strictly prohibited.
- e) Listen to and try to understand other people's point of view.
- f) Work to the best of your ability and take pride in your work.
- g) In class, make it as easy as possible for students to learn and for the teacher to teach, by : -
 - i. Arriving on time, carrying all the things that you need. Arriving and departing in a courteous manner. Listening carefully and following instructions.
 - ii. Not interrupting others when they are talking or discussing.
 - iii. Speak politely and positively with each other.

- iv. Walk quietly and carefully in the school.
- v. Treat all adults and fellow students with respect and care.
- vi. Keep the school clean, tidy and attractive.
- vii. Put litter in the bins.
- viii. Keep walls and furniture clean.
- ix. Take care of displays and other people's work. Be neat and tidy wear proper school uniform.
- x. During PTM and school functions students must come in proper school uniform.

CONSEQUENCES FOR MISBEHAVIOUR

Teachers care about you, but they also care about the learning and safety of all the students. If you behave in an inappropriate way you will have to face the consequences.

The consequences are -

- i. Complete an incident slip which will be kept in your personal file and contact your parents.
- ii. Be excluded from breaks for five days - if the incident occurred during break time.
- iii. Be given detention which will be supervised by the teacher. The detention will have a purpose to complete homework etc. This will be done with prior information to the parents.

Note: Any student causing injury to the others will have to bear medical cost as decided by the discipline committee of the school.

FEE STRUCTURE FOR SESSION 2024-2025

Sl. No.	PARTICULARS	Nursery - V	VI - X
1	Monthly Fee	1500/-	1800/-

NOTE :

- The above Fees is Excluding Books/Uniforms/Transportation Fees Abacus Fees/Taekwondo Fees/Hostel Fees.
- Please clear the fees on or before the stipulated time. Non-payment of fees will attract a fine of Rs. 300/- per month. If fees remain unpaid beyond the time bound the student will be considered for automatic withdrawal of the student.
- Transport fee will be charged according to the route and distance.
- Charges are applicable for extra-curricular activities on installment basis. This payment can be done in school premises through online mode only.
- It is not obligatory on the part of the school to send fee reminders to the defaulting students.
- All fees payment related to school fees should be made only through online payment mode.
- No cash payment will be accepted.
- Monthly fees will be divided in 3 installment basis which is to be paid through bank or online mode before the stipulated time.
- Admission payment can be paid through online mode or bank draft in favour of "SPRING VALLEY SCHOOL SOCIETY" payable at HDFC Dimapur or scan the QR CODE given below to avoid inconvenience.
- Parents need not come to for fee payment. As all the payment to be done directly from your bank account to school bank account and can send the students fee card through the student.
- Once the payment is done the parents can send the screenshot to the school whatsapp number for updation in school record.
- Fees are non-refundable

1st Installment-April/May/June/July	On or before 15th June 24
2nd Installment-Aug/Sep/Oct/Nov	On or before 31st Aug. 24
3rd Installment-Dec/Jan/Feb/March	On or before 5th Dec. 24

RULES CONCERNING ABSENCE AND WITHDRAWAL/SUSPENSION

1. No leave of absence is granted except on **PRIOR WRITTEN APPLICATION** from parents or guardians and for plausible reason only.
2. Every absence (due to sickness or otherwise) must be entered briefly in **NON-ATTENDANCE AND LEAVE RECORD** pages of the almanac and signed by parents or guardians.
3. Parents are requested to send a leave application if the child has to be absent.
4. Request for withdrawal/TC will require a minimum of two weeks to process and issue TC.
5. Request for withdrawal of your ward after the commencement of the new session would mean payment of the annual charges in full and the bi-monthly fees accordingly.
6. The school can ask a student to withdraw/suspend on the following grounds:
 - a) As a disciplinary action.
 - b) Unsatisfactory progress in academics.
 - c) Long absence without approval.
7. In case the child does not attend a single day of the school and a request for withdrawal is made after taking the admission, only caution money and development amount will be refunded.
8. Specific time notice will be given to apply for T/C No T.C will be issued there after. The school shall not be held responsible for not issuing of T.C. Parents who are not sure of their transfer case can apply in advance as and when the stipulate period of time is given.
9. Once a student takes T.C. He/She will not be allowed for admission in the future.

RULES FOR SCHOOL TRANSPORT

Transport is available only for those students who need it and reside in areas where the school buses ply. One-way travel facilities are also available subject to payment of full fees. Parents are prohibited to bribe the bus drivers to detour from their usual routes. Withdrawal from school Transport must be applied for in writing. As a measure of security of the children, Guardians / Parents have to drop their children at the Pick-up point and escort them from the Drop point.

A student using the school bus is expected to be at the bus stop at least 10 minutes before arrival of the bus. The buses will not wait for any late comers. Parents are not allowed to call the driver/conductor and ask them to wait. Vice versa, parents have to reach the pick-up point 10 minutes before arrival of buses. In case the parent is not there to pick up the child at scheduled time, the bus will bring back the child to school and parents will have to collect the student from school. The school shall not be held responsible in case of delay in arrival of buses due to unforeseen situations like road blockade, traffic jam, traffic congestion due to festival, mass protests etc.

Parents are NOT allowed to use school buses or enter the school buses while dropping and picking their wards. All communication must be done through the teacher coordinators regarding any bus related issue.

Parents are requested not to shout or use abusive language with the bus driver, conductor, transport-in-charge or teacher coordinators. At times, the smooth functioning of our buses may be affected due to instructions by the District Administration. The School is not to be blamed for this. Parents' co operation is required in such situations.

Alternative arrangements will be made with your co-operation. Changes in Pick-up / Drop points if any must be informed in writing to the Transport in-charge. Extension of the facility on new route will depend upon the availability of seats/bus.

In case of change of permanent/residential address the same should be informed to the Transport In-Charge through a proper application and the same should be informed to the Principal /HM (as applicable).

RULES FOR SCHOOL TRANSPORT

Students can avail School transport facility, subject to the availability of seats. The school does not entertain request for any change in the bus route to suit the individual's convenience. Change of bus stop for a day of week is not entertained. Bus facility is not mandatory.

1. Students are expected to be on the right side of bus stop at least five minutes prior to the arrival of the bus.
2. The buses will not wait for late comers.
3. The children should stay away from the main road until the bus arrives.
4. No student should come near the entry door of the bus unless it has made a complete stop.
5. The drivers are authorized to stop buses at the designated stop only. The list of stops is prepared keeping in view the convenience of all.
6. When the bus is in motion students must not move around in the bus, they should not have any part of their body out of the bus.
7. Objects of any kind must not be discarded or thrown out of the bus.
8. Shrieking, shouting, unruly behavior is strictly prohibited. Courteous behavior is expected at all times.
9. The driver's attention must not be distracted for any reason.
10. The bus staff, students and bus monitors are responsible for maintaining discipline in buses. Any serious offence will be reported to the Headmaster.
11. The parents/guardians are responsible to drop/collect the ward at the specified bus stop fixed by the school at the given time, failing which, the ward would have to be dropped/picked-up from the school by the parents/guardians.

12. The bus route once allotted by the school will not be changed before or less than three months.
13. Transport once provided cannot be discontinued during the academic session. In case of discontinuation of the transport facility, no transport would be provided during the next session.
14. The application of change in the residential address should be submitted one advance to the Transport-in-Charge. Subsequently, transport will be provided subject to availability of seat in the bus in that particular area in which the school bus is plying. An application after change of residence for adjustment in school transport will not be entertained immediately. It will not be done on availability of seats.
15. Every stop will have a Parent-in-Charge responsible for giving the feedback to the Transport-in-Charge of the bus.

RULES FOR SCHOOL TRANSPORT

- Due care should be taken not to damage the interiors of the bus and to let it clean and litter free. In case a student damages the bus by way of ripping tearing the seat covers, breaking any part or scribbling on the seats/ walls bus, he/ she will have to pay a fine of Rs.2000 - Rs.5000. In case of student teasing passer-by or dropping things out of bus windows, students have to pay fine amount of Rs. 1000 - Rs. 5000. In case of bullying young children, fighting, injuring others or disobeying the instructions of the bus teach coordinator, students will have to pay a fine of Rs. 1000 -Rs.5000. In case of littering by throwing chips and chocolate wrappers, food particles or dropping water, students will have to pay fine of Rs. 100 to Rs.500.
- If students are caught hiding mobile phone, gutkha packets, cigarettes any other abusive substance in the bus, the matter will be viewed serious Fine amount up to Rs. 5,000 might be charged from them or they might b debarred from using the bus facility.
- Students can only travel by their assigned buses. If a student misses his her allotted bus, he/she cannot board any other bus. In such cases, it is t responsibility of the parents to drop their wards to the school. However th student can return by the allotted bus.
- In case a bus does not have any teacher coordinator, senior students will be appointed as monitors and they will perform all the duties of the teacher coordinator.
- In buses with more number of students, three children will be accommodated in the seats. This is done as per Supreme Court guidelines and parents are requested not to raise objections in this regard.
- There will be change of places of the students in the buses by the bus coordinators at regular intervals.

- The students must make sure that the aisle of the bus is clear and school bags and other belongings are placed properly. They are not supposed to move out of their allotted places once the bus moves.
- Students are not allowed to get down mid-way to purchase things from shops. They are also not allowed to get down at a different stoppage other than their regular stop. In case a student has to get down at a different stop he/she has to bring a written request signed by parent and approved by teacher coordinator and Principal/HM
- Parents are not allowed to send the tuition fees of their wards or any other kind of money through the school bus drivers / handymen. The school shall not be held responsible for any money sent through the driver or handy man.
- At the end of the school day, students should board their respective buses in a disciplined manner and not move out after that. They should remain seated till the buses leave.
- The students should abstain from misbehaving in the bus and maintain strict discipline. Repeated incidents of flouting bus rules / fighting in the bus/ use of abusive language and slang words will result in the student's suspension of bus facility.
- The school will not be held responsible for any lapses in the bus services.
- In case of any discrepancies, parents may meet the Transport In-charge. In case of any mechanical failure or technical snag, the school cannot be held responsible.
- The students are responsible for his/her own belongings in the bus.
- Boarding and alighting from buses should be done in silence and in an orderly manner.
- In case of any Emergency, parents can contact the concerned school Transport Supervisor.

- The driver's attention must not be distracted for any reason.
- The Transport fees should be paid in a quarterly basis in accordance with the school rules enforced from time to time. It may increase due to rise in fuel charges, increase in the salary of Drivers, rise in the cost of maintenance of buses, etc.

GUIDELINES FOR STUDENTS USING PRIVATE TRANSPORT

Keeping the safety of students in mind and to ease out the traffic congestion in the morning and during dispersal, the School Transport Committee and Management have come up with the following guidelines:

- Students who come to school on their own should arrive at school at 7:45 A.M. and leave the school 1:50 P.M.
- No student is allowed to come to school in a self-driven Scooter Motorcycle/Car.
- If student who has opted for private transport is found traveling by school bus without prior permission, he / she shall pay a fine of 1 month transport fees.
- Parents coming to drop students must not assemble in and around the school obstructing the passage of school buses.
- Give way when the gate opens for the school buses.
- Once your ward leaves the school premises, security/ teachers administration / management will not be responsible for the student safety and security.
- As the school gets over at 1:40 P.M. it is difficult to monitor the students after that; therefore, parents must pick up their ward latest by 1:50 pm
- Parents are requested to behave in a cordial manner with all the school staff members.

DISCIPLINE RULES

- Discipline is an important component of any successful educational process. It goes with the saying that if there is no ongoing, predictable discipline within a classroom, educational goals will not be met. Our teachers have devised methods to help in classroom control and to boost self-esteem in our students. These plans are flexible enough to forgive, but consistent enough to bring about desired changes. The procedures are explained to the parents for the purpose and how they will be implemented.
- Teachers are encouraged to maintain discipline in the classroom and the school campus. When a student exercises poor judgment, is uncooperative, or is disruptive in some way, the teacher is the authority in the classroom and is in charge to maintain the control and discipline. Administration will support the teacher and will become involved whenever it appears that student behaviour warrants their attention and sanction.
- A violation of a major school rule, repeated instances of violations of other school rules as set forth in the list of Acts of Indiscipline or violations of the laws and statutes will result in disciplinary action involving fine, suspension, or expulsion. In most circumstances, the first violation of a major school rule will result in disciplinary probation, fine and/ or suspension, even dismissal is possible, while on disciplinary probation.
- Any violation of a major school rule or an accumulation of minor infractions will likely result in disciplinary probation, a second violation of a major school rule at any point in a student's career will generally result in dismissal. Acts deemed illegal by the Discipline Committee, will result in immediate expulsion.
- All school rules apply to students when school is in session, including weekends and extended weekends (even when students are signed out). It is important to understand that incidents which occur during school vacations are of concern to the school and will be handled in an appropriate manner after the student's return to School.

Any of the following behaviours constitutes a violation of a major school rule and in many cases may also be a violation of the School's Honour Code:

A) Lying, plagiarizing, cheating, or stealing. This could include failure accurately report information on a sign-out sheet, including destination time frame. It could also include misrepresenting your age or identity through the possession or use of a false identification card. Both will be consider lying. Removing unauthorized materials from the library will be consider stealing. Personal and academic honesty are expected at all times.

B) Smoking inside a school building, including basements, attics, roof or fire escapes, lighting candles or incense or having an open flam using a cooking appliances, or otherwise causing a fire hazard. TI includes tampering with or damaging fire safety equipments. Students shot not be in possession of match boxes, lighters, candies, or any other devil that could produce a fire hazard. Anyone found in violation of any portion this rule is likely to be expelled from the School.

- School expects a high level of conduct from its students

All students are expected to:

- Respect authority.
- Attend the classes on time.
- Follow the school rules.
- Show courteous behaviour.
- Work quietly.
- Work within a given time frame

CATEGORIES OF OFFENCES

MILD OFFENCES

- Uniform or dress code violations.
- Excessive/disruptive talking in class.
- Gum, candy or food in class or inappropriate areas on campus.
- Littering.
- Minor mischief.
- Not observing good health habits.
- Running inside the building.

MODERATE OFFENCES

- Throwing objects with intent to harm. Lighting or rough play.
- Inappropriate language or gestures (casual use or abusive use).
- Improper use of rest rooms (Teachers will monitor the use of the rest rooms and the washing of hands)
- Socially detrimental actions or attitudes.
- Acts of unkindness to others (bullying, belittling, exclusion, teasing, mocking, spreading rumours etc.).
- Being disrespectful to students, faculty, staff or other adults on campus
- Persistent or habitual mischief.
- Excessive violation of any mild offence

SERIOUS OFFENCES

- Injury to another student by hitting, pushing, kicking or other physical or verbal abuse.
- Injury to a teacher by hitting, pushing, kicking or other physical or verbal abuse.
- Running away from school or Hostel.
- Sitting for protest, groupism of any kind.
- Giving false message or information to parents.
- Bringing abusive substances like Gutkha / Cigarette / Alcohol to school.

- Acts of cruelty, including threats to other students or slandering
- Cheating.
- Lying.
- Stealing.
- Invasion of privacy.
- Intentional destruction of school property.
- Smoking/alcohol or use of Drugs in campus.
- Habitual non-conformity to school rules.
- Any violation exceeding the scope of the above.
- Excessive violation of any Mild or Moderate offence.

The following rules will be followed in different areas of the campus such the dining hall, classroom, athletic fields, music room, etc. Students informed of the rules and reminded often. Ongoing behavioural disruption will not be tolerated. If the student does not show appropriate behaviour parents may be called to discuss these infractions during an in-school telephone conference.

The following offence consequences will apply:

MILD OFFENCES	MODERATE OFFENCES	SERIOUS OFFENCES
Warning systems	Detentions	Probable dismissal/probation

WARNING SYSTEMS

Acceptable methods of warning, including written/verbal apology, restitution work detail, private faculty/student conference, removal from group or remove of special privilege and/or a phone call or correspondence to parents/guardians

DETENTIONS

Detentions are applied at faculty/staff discretion including time of day and length.

PROBATION

Time predetermined upon student's return to campus in which other offences he committed the student would be asked to be permanently withdraw from the school at parents' expense.

DISCIPLINARY COMMITTEE

A student who violates a major school rule or who accumulates sufficient minor infractions may appear with his or her advisor before the Disciplinary Committee. The student who is caught violating a rule, could face dismissal or suspension. With the guidance of the Class Teacher the student will be asked to write a narrative of the incident as they transpired as soon as possible.

The student recounts the details of the incident and will be answerable to the questions asked by the Disciplinary Committee. The student's faculty advisor also makes a statement and responds to questions. The faculty member who reported or discovered the infraction will be available to the Disciplinary Committee to respond to specific questions related to the incident. After all the information is gathered, the Disciplinary Committee decides on necessary action to be taken.

POLICY ON ISSUES RELATED TO ADOLESCENTS

Studying and working together in pairs or in groups is a normal part of high school life and personal development in a co-ed School. However, indecent and unethical behavior by boys and girls on campus is banned for the entire School student population. Violation will result in expulsion from the School. It is the responsibility of the faculty and staff to take all necessary and appropriate steps if they suspect or they come to know of students behaving indecently on campus. If the defaulter is a boarder, he or she will be immediately expelled from the boarding. If the offence is of grave nature, the student may be debarred from further exams

DETAILS OF FINE FOR VARIOUS ACTS OF INDISCIPLINE

S.No.	Default	Amount
1	Fine for keeping a mobile or objectionable material (Magazine/CD/Electronic items)	₹ 1000-5000
2	Fine for bunking class during school hours	₹ 500-3000
3	Fine for wearing proper uniform	100-300
4	Fine for breaking a window pane in the school	₹ 200-5000
5	Fine for fighting	₹ 1000-5000
6	Fine for smoking/chewing gutka/eating khaini/any other abusive substances.	₹ 1000-2000
7	Fine for damaging tube light	₹ 100-500
8	Fine for chewing/eating during class hours.	₹ 100-500
9	Fine for damaging taps/basin	₹ 100
10	Fine for damaging a switch/switch board	₹ 100-2000
11	Fine for stealing	₹ 500-3000
14	Fine for damage to school property (Cupboard/Desk/Benches/Chair)	₹ 1000-2000
15	Fine for pasting or writing anything on the wall or the Almirah, washroom, urinal etc.	₹ 200-300
16	Fine for improper hair cut/combing/not cutting	
17	Fine for writing on desk	₹ 500-1000
18	Penalty for getting caught in adolescence cases (1st warning with fine 2nd warning with fine 3rd T/C)	₹ 1000-5000

19	Fine for snatching/eating others tiffin or throwing food on the floor	₹ 200-500
20	Fine for indiscipline in bus (1st warning 2nd warning with fine and suspension 3rd T/C)	₹ 500-5000
21	Fine for bringing confiscated items	₹ 1000
22	Fine for misbehaving with staff/faculty	₹ 1000-5000
23	Fine for losing school ID card	₹ 500
24	Fine for defamation of the school on social media	₹ 5000
25	Fine for protest or groupsim	₹ 1000-5000
26	Fine for not using English language in school campus	₹ 50-500

Note: The fine will be collected by the class teachers during schools by getting a written application by the student and also by submitting the same the account section. The application has to be signed by one of core members the discipline committee. The school management also has the authority to change rules and regulations is and when necessary. In case of emergency disciplinary grievances student, the discipline committee and management will have the authority to take decision and it will be final and binding.

TIPS FOR STUDENTS

TIME MANAGEMENT

Manage your time to make the most of it. As a student you have the 19 amount of time as everyone else, but some students make best use of it than some don't. The experts tell us that most of what we do is based on habit practicing some good "Time Management skills" you can achieve all the things that you need and want to do.

MANAGING MY TIME IN THE CLASSROOM

- Record all homework tasks on the day they are given.
- Record long term tasks and mark the day they are due.
- Record assignments / test results in your planner for use in a record achievement.
- Record all targets set and when they are completed.
- Ensure that you record full details of tasks / projects.

MANAGING MY TIME AFTER SCHOOL/AT HOME

- Arrange your work in order of priority (Use 1, 2, 3)
- Check assignments / tasks when they have been
- Organize your time into half - hour blocks.
- Take time to review work that is returned by your teacher.
- Commit yourself to a revision schedule and stick to it.

MANAGING MY TIME TO COMPLETE MY TASKS

- Prepare a schedule which also includes regular leisure time.
- Take a short break or reward yourself after completing a task.
- Do not try to memorize all facts or details for a test at one time.
- Divide lengthy or difficult assignments / tasks into short manageable units.
- Wait for a day before editing the rough draft of a written assignment.
- Reflect regularly, set priorities for your work.

EFFECTIVE LEARNING SKILLS

STRATEGIES FOR SUCCESS

Strategy involves using a plan of action to achieve a certain goal. To achieve success you will need to use a variety of strategies.

Use these strategies with your parents / counselor or teacher.

STRATEGY 1 - LISTEN CAREFULLY

- Concentrate on what is being said.
- Ask if something is not clear.
- Try to understand the meanings and ideas behind the words.

STRATEGY 2 - TAKE CLEAR NOTES

- Write down only important facts and ideas.
- Use your own words rather than those of the teacher.
- Number the major points in a sequence.

STRATEGY 3 - CHOOSE THE RIGHT PLACE

- Keep work place tidy and use a firm chair.
- Try to work in a quiet place.
- Ensure that your work place is well lit to avoid tiring your eyes

STRATEGY 4 - GO FURTHER

- Make it a habit to do some homework every day.
- Use additional references eg encyclopedia.
- Enroll at the local or central library and be aware of the resources available.

STRATEGY 5 - REVISE EFFECTIVELY

- Be specific and stick to revision timetable.
- Revise in short bursts; stop when mind begins to wander.
- Try to record notes on paper rather than just reading books.

PLANNING FOR TESTS AND EXAMINATIONS

This guide is intended to help you prepare for important exams. Preparation before each set of examinations or tests is considered to be important. So use the guide below as checklist.

PLAN - REVISION

- Make sure that all your notes are in order and up to date.
- Find out the dates and length of each term
- Draw up a revision timetable, and stick to it.

PREPARATION

- Obtain copies of the syllabus / previous year papers / revision guides
- Read through your notes, highlighting or rewriting key words / phrases

BEFORE EACH EXAM

- Revise your notes but take a quality break. e.g. have a bath / shower
- Make sure that you have all the equipments needed; including re-fills for pens.
- Make sure that you are comfortable and have a light snack / meal before each exam.

IN THE EXAM HALL / ROOM

- Read the instructions carefully - attempt the right number of questions.
- Plan your time - allocate enough time for each question.
- Answer the questions and review it before handing over the answer sheet.

AT THE END OF EXAM

- When you think that you have finished, check your scripts for errors made and complete any unfinished sections.
- Cross out any rough work you do not want to be marked.
- Ensure that all diagrams have titles and are fully labeled.

PLANNING FOR TESTS AND EXAMINATIONS

AFTER THE EXAM

- Do not worry about the exam you have just taken.
- Have a rest / meal or take part in a leisure activity. Begin to concentrate on the next test or exam.

COUNSELLING

We are not what we think we are, but we are what we think". Our Counsellor sympathetic and enhances the emotional quotient of our students, parents and teachers. Some of our regular programs include:

- Tailor-made programs to build self-esteem, self-confidence, communication skills, team synergy and leadership skills
- Workshops for parents.
- Workshops and seminars for Teachers.
- Individual counselling for students and teachers.

CAREER COUNSELLING

We believe that destiny of our students is shaped in our classrooms. The choice of a career is one of the most important decisions in one's life. Workshops on career counselling are organized to enable our students confront many challenges that the future holds. These workshops help our students realize that there are no ideal careers, but only ideal choices. The in house career services include administering interest and aptitude tests; helping students to discover and choose their career of interest. For Grade X and above we take up Career Counselling Sessions by Counsellors of International repute.

PERSONAL COUNSELLING

The counselling centre in the school provides a forum where students are helped with managing stress and a variety of other psychological, educational and developmental issues. external referrals or assessments would be suggested whenever required, which would facilitate further intervention programmes.

LEAVE RECORD

Date	No. of Days	Brief reason for leave	Parent's/ Guardian's Signature	Class Teacher's Signature

FINE RECORD

Date	Reason for Fine	Amount	Class Teacher's Signature	Parent's/Guardian's Signature

Date _____

Subject	Assignment

Teacher's Signature _____

Parent's Signature _____

Date _____

Subject	Assignment

Teacher's Signature _____

Parent's Signature _____

Date _____

Subject	Assignment

Teacher's Signature _____

Parent's Signature _____

Date _____

Subject	Assignment

Teacher's Signature _____

Parent's Signature _____

SCHEDULE FOR UNIT TEST (2024-2025)

DATE	DAY	Class-1	Class-2	Class-3	Class-4	Class-5	Class-6	Class-7	Class-8	Class-9	Class-10
27/05/24	MON	Hindi	Evs	Maths	Evs	Hindi	S/s	Hindi	Eng	Science	Eng
03/06/24	MON	Eng	Hindi	Evs	Hindi	Evs	Science	Maths	Ss	Eng	Science
10/06/24	MON	Evs	Maths	Eng	Maths	Eng	Hindi	Science	Science	Hindi	Ss
18/06/24	MON	Maths	Eng	Hindi	Eng	Maths	Eng	Ss	Hindi	Maths	Hindi
24/06/24	MON	Hindi	Evs	Maths	Evs	Hindi	Maths	Eng	Maths	Ss	Maths
12/08/24	MON	Eng	Hindi	Evs	Hindi	Evs	Ss	Hindi	Eng	Science	Eng
19/08/24	MON	Evs	Maths	Eng	Maths	Eng	Science	Maths	Ss	Eng	Science
26/08/24	MON	Maths	Eng	Hindi	Eng	Maths	Hindi	Science	Science	Hindi	Ss
02/09/24	MON	Hindi	Evs	Maths	Evs	Hindi	Eng	Ss	Hindi	Maths	Hindi
09/09/24	MON	Eng	Hindi	Evs	Hindi	Evs	Maths	Eng	Maths	Ss	Maths
07/10/24	MON	Evs	Maths	Eng	Maths	Eng	Ss	Hindi	Eng	Science	Eng
14/10/24	MON	Maths	Eng	Hindi	Eng	Maths	Science	Maths	Ss	Eng	Science
21/10/24	MON	Hindi	Evs	Maths	Evs	Hindi	Hindi	Science	Science	Hindi	Ss
28/10/24	MON	Eng	Hindi	Evs	Hindi	Evs	Eng	Ss	Hindi	Maths	Hindi
04/11/24	MON	Evs	Maths	Eng	Maths	Eng	Maths	Eng	Maths	Ss	Maths

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SCHEDULE FOR UNIT TEST (2024-2025)

SCHEDULE FOR UNIT TEST (2024-2025)

11/11/24	MON	Maths	Eng	Hindi	Eng	Maths	Ss	Hindi	Eng	Science	Eng
18/11/24	MON	Hindi	Evs	Maths	Evs	Hindi	Science	Maths	Ss	Eng	Science
25/11/24	MON	Eng	Hindi	Evs	Hindi	Evs	Hindi	Science	Science	Hindi	Ss
02/12/24	MON	Evs	Maths	Eng	Maths	Eng	Eng	Ss	Hindi	Maths	Pre
09/12/24	MON	Maths	Eng	Hindi	Eng	Maths	Maths	Eng	Maths	Ss	Board
06/01/24	MON	Hindi	Evs	Maths	Evs	Hindi	Ss	Hindi	Eng	Science	"
13/01/25	MON	Eng	Hindi	Evs	Hindi	Evs	Science	Maths	Ss	Eng	"
20/01/25	MON	Evs	Maths	Eng	Maths	Eng	Hindi	Science	Science	Hindi	Pre
27/01/25	MON	Maths	Eng	Hindi	Eng	Maths	Eng	Ss	Hindi	Maths	Board
03/02/25	MON	Hindi	Evs	Maths	Evs	Hindi	Maths	Eng	Maths	Ss	
10/02/25	MON	Eng	Hindi	Evs	Hindi	Evs	Ss	Hindi	Eng	Science	
17/02/25	MON	Evs	Maths	Eng	Maths	Eng	Science	Maths	Ss	Eng	
24/02/25	MON	maths	Eng	Hindi	Eng	Maths	Hindi	Science	Science	Hindi	

CLASS TIME TABLE
(Write with pencil)

Day	1 period	2 period	3 period	4 period	5 period	6 period	7 period
Monday							
Tuesday							
Wednesday							
Thursday							
Friday							
Saturday							

SCHOOL UNIFORM L.K.G - CLASS-X

BOYS

		SUMMER	WINTER
Mon	Green Check Half Pant, White Shirt, Black Shoes, Tie, Belt, White Socks		Green Plain Long Pants, White Shirt, Black Shoes, Tie, Belt, White Socks, Blazer
Tue			
Thur			
Fri			
Wed	White Half Pant, House T-Shirt, White Socks, White Shoes		White Long Pant, house T-Shirt, White Socks, White Shoes, Blazer
Sat			

GIRLS

		SUMMER	WINTER
Mon	Green Check Divided Half Skirt, White Shirt, Black Shoes, White Socks, Tie Belt, Green Ribbon		Green Check Long Pant White Shirt, Black Shoes, White Socks, White Shoes, Blazer, White Ribbon
Tue			
Thur			
Fri			
Wed	White Half Pant, House T-Shirt, White Socks, White Shoes, White Ribbon		White Long Pant, House T-Shirt, White Socks, White Shoes, Blazer, white Ribbon
Sat			

*** Every friday any traditional attire to be worn with the uniform.**

CLASS ACTIVITIES (JUNIOR SCHOOL) FOR CLASSES KG-II

Month	Topic	Activity	Learning out come
April	World Health Day	Flash Card making	Students will learn about the importance of health & wellness
	Save water	Drawing	Students will develop innovative ways to save water
	Art	Finger & Leaf Pattern	Students will observe differences in shapes, size and vein patterns of leaves
May	Spell a Roo	Spell Bee	Students will gain competency over vocabulary
	Mother's Day	Card making	Students will learn to communicate feelings, & appreciate the role of mother their lives
	Wild life	College making	Students will learn about identify various animals & birds and their role in harmonies of environment
	Painting	Thread Making	Students will make unique works of art by dipping string into paint and making pulled sting art
June	Family	Finger Puppet making	Students will lean the role of family members and the importance of bonding
	Nature	Mask Making	Students will lean about the conservation of nature & animals
	My Favourite Toy	Show & Talk	Students will learn to express their ideas eloquently
	General Awareness	Quiz	Students will be able to improve their general awareness
Aug	Friendship & Raksha Bandhan	Friendship Band & Rakhi making	Students will learn the value of friendship and Raksha Bandhan

CLASS ACTIVITIES (JUNIOR SCHOOL) FOR CLASSES KG-II

Month	Topic	Activity	Learning out come
Aug	Save Earth	Paint Your Imagination	Students will use their imagination to design innovative ways to save the earth
	General Awareness	Quiz	Students will be able to improve their general awareness
Oct	Designing	Diya Designing	Students will learn the art of designing using their creative skills
	Budget making	Classroom Grocery math	Students will learn the basic life skill of making lists by budgeting overall expenses
	Kindness	Story telling	Students will learn the art of story telling using expression voice modulation and action/props
Nov	Art & Craft	Bookmark Making	Students will develop the value of using book-marks instead of folding pages
	My life timeline	Present Year Timeline	Students will able to identify important life events and journal them
	Creative Art	Clay Modeling	Students will design objects creativity
Dec	Art	Poster Designing	Students will lean the art of poster designing
	Geometrical Shapes	Identification of Shapes	Students will learn the art of poster designing using art
Jan	Road safety	Draw Road Sign	Students will learn to identify various geometrical shapes in real life

CLASS ACTIVITIES (JUNIOR SCHOOL) FOR CLASSES III-V

Month	Topic	Activity	Learning out come	Skills & Value
April	World Health Day	Flash Card making	Students will learn about the importance of health & wellness	Creativity Skills
	Save water	Poster Making with Two Captions	Students will develop innovative ways to save water	Creativity and Fine Motor Skills
	Art	Finger & Leaf Pattern	Students will observe differences in shapes, size and vein patterns of leaves	Creativity and Expression Skills
May	Spell a Roo	Spell Bee	Students will gain competency over vocabulary	Vocabulary, Listening and Writing Skills
	Mother's Day	Card making and Poem Writing	Students will learn to communicate and appreciate the role of mother in their lifes	Thinking, Presentation and creativity skills
	Wild life	Essay Wiring	Students will be able to develop writing skills	Environmental Literacy, Thinking, Writing, Expression & Presentation Skills
	Quiz	Quiz Nagaland	Students will be able to improve their general awareness	General Awareness thinking Skills
June	Family	Sharing Family History	Students will gather additional information about their family members and take pride in their achievements	Social Skills, Language Development Sequencing Skills
	Nature	Mask Making	Students will lean about the conservation of nature & animals	Environment Literacy, Imagination & Creativity Skills
	Unsung Heroes of India	Show & Talk	Students will research about the lesser Known heroes of the country	Speaking and thinking skills
	Quiz	Quiz	Students will be able to improve their general awareness	General Awareness and thinking skills

CLASS ACTIVITY

Month	Topic
	Friendship & Raksha Bandhan
	Memory Game
AUG	Save
OCT	

CLASS ACTIVITIES (MIDDLE SCHOOL) FOR CLASSES VI-VIII

Month	Topic	Activity	Learning out come	Skills & Value
Aug	Friendship & Raksha Bandhan	Friendship Band & Rakhi Making	Students will learn the value of friendship & Raksha Bandhan	Creativity, Fine motor skills, Imagination and Presentation Skills
	Memory Game	Listen & Recap	Students will able to concentrate, improve their ability to listen and enhance their memory	Listening Skills & thinking skills
	Save Earth	Paint your imagination	Students will use their imagination to design innovative ways to save the mother earth	Design Thinking
	Quiz	Quiz	Students will be able to improve their general awareness	General Awareness & Thinking Skills
OCT	Designing	Diya Designing & Bookmark making	Students will learn the art of designing using their creative skills	Creativity & Presentation skills
	Budget	Budget making	Students will learn how to make financial decisions, prepare for emergencies and stay focused on long term financial goals	Critical thinking, Date Interpretation & analysis, reasoning & financial literacy
	Kindness	Story Telling	Students will learn the art of story telling using expression, voice modulation and action/props	Communication and expression skills
Nov	Art & Craft	Origami Art	Students will learn the art of Origami	Eye hand co-ordination, Spatial skills, attention skills
	Quiz	Quiz	Students will be able to improve their general awareness	Environment Literacy, Imagination & Creativity Skills
	My life timeline	Presentation of accomplishment	Students will be able to journal their accomplishments in a chronological order	Thinking skills, sequencing skills, presentation skills expression & communication skills

CLASS ACTIVITIES (MIDDLE SCHOOL) FOR CLASSES VI-VIII

Month	Topic	Activity	Learning out come	Skills & Value
Dec	Creative Art	Clay Modeling	Students will design objects creativity	
	Quiz	Quiz	Students will be able to improve their general awareness	
Jan	Geometrical	Designing class logo	Students will learn to integrate art with geometry	

CLASS ACTIVITIES (MIDDLE SCHOOL) FOR CLASSES VI-VIII

Month	Topic	Activity	Learning out come	Skills & Value
April	Use if Social Media	Turn Coal Debate	Students will design objects creativity	
	Quiz	Quiz	Students will be able to improve their general awareness	
May	Art & Craft	Origami Art	Students will learn the art of origami	
	Nobel Laureates of India	Declamation	Students will develop public speaking skills and learn about the nobel laureates of India	
	Quiz	Quiz	Students will be able to improve their general awareness	

CLASS ACTIVITIES (SENIOR SCHOOL) FOR CLASSES IX-X

Month	Topic	Activity	Learning out come	Skills & Value
June	Use of technology education	Speech	Students will learn the articulation of affection communication and learn ways about how technology is used in education	
	Save environment	Pastor making mind maps	Students will learn and explore ways to influence audience message on saving earth	
	Quiz	Quiz	Students will be able to improve their general awareness	
Aug	To be give 2 days before	Debate	Students will learn how to research on informed arguments using reasoning and evidence	
	Painting	Paint your imagination	Students will use their imagination to express new idea through the medium of printing	
	Quiz	Quiz	Students will be able to improve their general awareness	
OCT	Imagine the world without electricity	Creative writing	Students will learn to create original works of literature using their own style	
Nov	Christmas & New Year	Greeting Card making	Students will learn to express their gratitude, good wishes and love by creating cards for their love ones & carry toward the old tradition of giving card for different occasion	
	Quiz	Tribune Quiz	Students will be able to improve their general awareness	

CLASS ACTIVITIES (SENIOR SCHOOL) FOR CLASSES IX-X

Month	Topic	Activity	Learning out come
April	Ethical	Turn Coat Debate	Students will learn about the style of turn coat debating and advantages and disadvantages of ethical hacking
	Quiz		Students will be able to improve their general awareness
May	Painting	Paint Your Imagination	Students will be able to express their imagination through Painting
	Nobel Laureates	Declamation	Students will know about the nobel laureates
	Quiz	Quiz	Students will learn to improve their general awareness
June	Save Earth	Painting	Students will be able to use painting as a medium to express their suggestions to save mother planet
	Extempore	Speech	Students will be able to express their views though speech and learn the articulation of effective communication
	Quiz	Quiz	Students will be able to improve their general awareness

CLASS ACTIVITIES (SENIOR SCHOOL) FOR CLASSES IX-X

Month	Topic	Activity	Learning out come	Skills & Value
Aug	life Skills	Book Review	Students will be motivated to develop reading habits and they will learn how to review a book	
	Water conservation (Topic to be given two days before)	Debate	Students will be able to express their views on various steps taken or how to take various steps to conserve water	
	Quiz	Quiz	Students will be able to improve their general awareness	
OCT	Steps to Conserve fuel & Nature	Creative Writing	Students will be able to create original works of poetry, fiction or non-fiction using personalized style	
Nov	Great Indian Leader (IX-X) Great World Leader (XI)	Speech	Students will be acquainted with the biographies of great leaders. They will also learn about the various vocal aspects of delivery and recognize the key ingredients of good speech	
	Quiz	Quiz	Students will be able to improve their general awareness	

HOUSE ACTIVITIES (JUNIOR SCHOOL) FOR CLASSES KG-II

Month	Date	Theme	Activity	Learning out come
April		Earth Day	Drawing Competition	Students will come up with innovative ideas about how to protect mother earth and save the planet
May		Great leader of the world	Role play	Students will research on various great leaders of the world & the art of speaking from others perspective
June		Folk Dances of India	Group Dance	Students will learn to appreciate folk cultures of different states
Aug		We are the World	Attires and Flags of Different Countries	Students will learn about and appreciate the different attires of the different nations
Oct		Moral Values	Skit	Students will understand the importance of values, ethics and moral

HOUSE A C

Month Da

April

May

HOUSE ACTIVITIES (MIDDLE SCHOOL) FOR CLASSES III-VI

Month	Date	Theme	Activity	Learning out come
April		Earth Day	Poster making and drawing	Students will come up with innovative ideas about how to protect mother earth and save the planet
May		No Tobacco	Soft Board Decoration	Students will develop a spirit of healthy competition. They will also become aware about harmful affects of using tobacco
June		QC	Quiz, Poster making	Quality Circle will enhance students decision amaking skill, problem solving techniques and differ-ent activities will help in self development as well as team work
Aug		Patrio-tism	Group Song & Dance	It will motivate students to celebrate patriotism and instill a pride for their country
Oct		Social Issues/ Aware-ness	Debate	Students will learn how to research on informed arguments using reasoning and evidence

HOUSE ACTIVITIES (SENIOR SCHOOL) FOR CLASSES VII-X

Month	Date	Theme	Activity	Learning out come
June		Core Values of the School	Declamation	Students will develop public speaking skill and will know the core values & Culture of the school
Aug		Sustainable development	Speech	Students will recognise and adapt the key ingredients of a good speech and learn about the economic dimensions of sustainable development goals
Oct		Theme to be given one day before	Extempore	Students will learn to speak impromptu and also learn to speak clearly with vocal variety
Nov		Climate Change	PPT Presentation	Students will be creating awareness about the reasons for climate change

SPECIAL ASSEMBLY

Month	Date	Class	Theme	Learning out come	
April		I	Impact of Technology on Children	Students will learn the positive and negative impact of technology	
May		I	Contribution of Armed Forces	Students will develop a spirit of patriotism, nationalism and chauvinism	
		II	Mother's Day	Students will learn to communicate feelings and appreciate the role of mother in their lives	
June		LKG & UKG	Love for humanity/ Save Water & Electricity	Students will learn about compassion, sympathy, tolerance, kindness, etc. Students will learn the various ways to save water and electricity	
Aug		II	Festivals & Culture of India	Students will understand the rich heritage of the country and importance of various festival. They will inculcate the value of unity in diversity	
Sep		LKG I & UKG II	Good Health & Well being / Moral Values	Students will be able to develop healthy habits to stay fit and fine. Students will learn about the importance of honesty respect, love, integrity, etc.	

SPECIAL ASSEMBLY

Month	Date	Class	Theme	Learning out come
April		V	Skill India	Students will learn and appreciate the initiatives taken by the government to train our people in different industry related jobs
		X	Unnal Bharat Abhiyan	Students will learn about the vision of transformational change in rural development processes by collaborating with higher educational institutes and upgrading the capabilities of both the public and the private sectors
		VIII	Science for people and people for science	Students will be able to develop a scientific temper and think of innovative ways to utilize science for sustainable development
May		VII	Responsible Citizens	Students will learn about the responsibilities of a good citizen and inculcate the values of sharing responsibility, working with the community, taking care of everyone, being a good friend neighbor and treating everyone with respect
		X	Time Management	Students will learn the process of organising and planning how to divide time between specific activities and use the time management techniques to function more reflectivity

SPECIAL ASSEMBLY

Month	Date	Class	Theme	Learning out come
May		IX	Power is in Response not reaction	Students will understand the difference between reaction and response. They will be able to change old habits and form new habits of responding thoughtfully to situations and avoiding hasty reactions that can result in negative outcomes
		VIII	Quality Education	Students will understand the value of quality education in overall development to make himself/herself reliant & a responsible member of the society
June		VII	Good Health & Well Being	Students will be able to develop healthy habits to stay fit and fine
		VI	Love for nation	Students will be inspired to contribute towards nation building
		III	Yoga	
Aug		X	Forward looking	Students will learn how to plan for future keeping the past events as experience
		IX	Excellence	Students will learn that excellence is the condition of surpassing some standards of expectations. They will understand that strive for excellence brings happiness, inner satisfaction & contributes to positivity in work and life
		IV	Pre Independence Day	

SPECIAL ASSEMBLY

Month	Date	Class	Theme	Learning out come
Aug		VI	Universal	Students will realize that ethical values are universal in nature and are important to create the future we want to experience
		VII	Leadership Attributes	Students will develop an understanding of change processes and be able to think critically about obstacles to change. They will learn about time management, good communication team building, etc.
		VIII	Social Responsibilities	Students will understand that social responsibility is their moral obligation to take decision or actions that is in favour and useful to the society