

ACADEMIC PLANNER 2022-2023



LAKSHMIPAT SINGHANIA ACADEMY

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Affiliated to:

CENTRAL BOARD OF SECONDARY EDUCATION, NEW DELHI

School Code – 15655

Affiliation Number - 2430057

Ranked no.2 in the Day Co-Educational School Category
in West Bengal by Education World (2021)

Awarded Most Innovative School in Covid – 19, West Bengal
by National School Awards 2021

Declared '**School of the Year**' at the Telegraph School Awards 2021



FEATURES

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THE CONSTITUTION OF INDIA

PREAMBLE

WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC and to secure to all its citizens :

JUSTICE, social, economic and political;

LIBERTY of thought, expression, belief, faith and worship;

EQUALITY of status and of opportunity; and to promote among them all

FRATERNITY assuring the dignity of the individual and the unity and integrity of the Nation;

IN OUR CONSTITUENT ASSEMBLY this twenty-sixth day of November, 1949, do HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.

VISION OF THE ACADEMY

आशिष्ठ बलिष्ठ द्ररिष्ठ मेधावी भव ।

MISSION OF THE ACADEMY

We strive for an integrated personality development and academic excellence of students through an ever- evolving curriculum embedded with technology.



CALENDAR 2022 – 2023

April							May							June						
Wk. No.	1	2	3	4	5		Wk. No.	5	6	7				Wk. No.			8	9	10	
M		4	11	18	25		M		2	9	16	23	30	M		6	13	20	27	
T		5	12	19	26		T		3	10	17	24	31	T		7	14	21	28	
W		6	13	20	27		W		4	11	18	25		W	1	8	15	22	29	
T		7	14	21	28		T		5	12	19	26		T	2	9	16	23	30	
F	1	8	15	22	29		F		6	13	20	27		F	3	10	17	24		
S	2	9	16	23	30		S		7	14	21	28		S	4	11	18	25		
S	3	10	17	24			S	1	8	15	22	29		S	5	12	19	26		
July							August							September						
Wk. No.	10	11	12	13	14		Wk. No.	15	16	17	18	19		Wk. No.	19	20	21	22	23	
M		4	11	18	25		M	1	8	15	22	29		M		5	12	19	26	
T		5	12	19	26		T	2	9	16	23	30		T		6	13	20	27	
W		6	13	20	27		W	3	10	17	24	31		W		7	14	21	28	
T		7	14	21	28		T	4	11	18	25			T	1	8	15	22	29	
F	1	8	15	22	29		F	5	12	19	26			F	2	9	16	23	30	
S	2	9	16	23	30		S	6	13	20	27			S	3	10	17	24		
S	3	10	17	24	31		S	7	14	21	28			S	4	11	18	25		
October							November							December						
Wk. No.			24	25		26	Wk. No.	26	27	28	29	30		Wk. No.	30	31	32	33		
M			3	10	17	24	31	M		7	14	21	28		M		5	12	19	26
T			4	11	18	25		T	1	8	15	22	29		T		6	13	20	27
W			5	12	19	26		W	2	9	16	23	30		W		7	14	21	28
T			6	13	20	27		T	3	10	17	24			T	1	8	15	22	29
F			7	14	21	28		F	4	11	18	25			F	2	9	16	23	30
S		1	8	15	22	29		S	5	12	19	26			S	3	10	17	24	31
S		2	9	16	23	30		S	6	13	20	27			S	4	11	18	25	
January							February							March						
Wk. No.		34	35	36	37	38	Wk. No.	38	39	40	41	42		Wk. No.	42	43	44	45	46	
M		2	9	16	23	30	M		6	13	20	27		M		6	13	20	27	
T		3	10	17	24	31	T		7	14	21	28		T		7	14	21	28	
W		4	11	18	25		W	1	8	15	22			W	1	8	15	22	29	
T		5	12	19	26		T	2	9	16	23			T	2	9	16	23	30	
F		6	13	20	27		F	3	10	17	24			F	3	10	17	24	31	
S		7	14	21	28		S	4	11	18	25			S	4	11	18	25		
S		1	8	15	22	29	S	5	12	19	26			S	5	12	19	26		



LIST OF HOLIDAYS: 2022 – 2023

HOLIDAY	DAY*	DATE*
Ambedkar Jayanti	Thursday	14 April 2022
Good Friday / Bengali New Year	Friday	15 April 2022
Idul Fitr	Tuesday	03 May 2022
Summer Break	Saturday - Sunday	14 May--12 June 2022
Muharram	Tuesday	9 August 2022
Rakshabandhan	Thursday	11 August 2022
Independence Day	Monday	15 August 2022
Janmashtami	Thursday	18 August 2022
Durga Puja Break	Saturday - Tuesday	01 October--11 October 22
Diwali Break	Saturday - Sunday	22 October---30 October 22
Guru Nanak Jayanti	Tuesday	08 November 2022
Winter Break	Saturday - Monday	24 December 22---02 January 23
Swami Vivekananda Jayanti	Thursday	12 January 2023
Netaji Subhas Chandra Bose Jayanti	Monday	23 January 2023
Republic Day / Vasant Panchami	Thursday	26 January 2023
Doljatra	Wednesday	08 March 2023

Joining date of Class XI - 13.06.2022

***NOTE: Subject to change**

***New session begins from 03.04.2023**



IMPORTANT INFORMATION

Where development of attitude is as important as development of aptitude!

For nearly three decades the Lakshmipat Singhanian Education Foundation has been making a committed effort towards disseminating wholesome education that not only aims at academic excellence but also helps develop **a knowledgeable and socially concerned generation of young Indians.**

By successfully establishing and running prestigious schools in different parts of the country, Lakshmipat Singhanian Education Foundation has over the years provided thousands of students a high quality child-centric education designed to encourage initiative, responsibility and decision making from a very young age.

The Foundation is a philanthropic body of the multi-faceted JK Group and mirrors its undiluted social commitment. Through a wide panorama of activities, the **JK Group** has been closely associated with the life of the people of Kolkata and West Bengal over the last six decades. The relationship finds renewed bonding with the Foundation's setting up of the **Lakshmipat Singhanian Academy**, a temple of modern education in the city of Kolkata.

Lakshmipat Singhanian Academy opened the portals to high quality education on 3rd June, 1996. Classes range from **Montessori to Class XII.**

The **co-educational** day school is affiliated to Central Board of Secondary Education (Delhi). The school offers Science, Commerce and Humanities subjects to students at the Senior Secondary Level (Classes XI & XII).

**SCHEDULE :****Offline school timings****A. Academic Term**

: April to March

B. School hours**Monday to Friday**

Montessori

: 8:00 am to 11:00 am

: 10:00 am to 1:00 pm

Preschool I

: 8:30 am to 12:45 pm

Preschool II to Class II

: 8:00 am to 12:45 pm

Class III to XII

: 7:45 am to 2:40 pm

Saturday

: Non-working

C. Office Hours

Monday – Friday

: 9:00 am to 3:00 pm

Saturday

: 9:00 am to 12:00 noon

(2nd and 4th Saturdays of a month are non-working)**D. Visiting Hours**

Teachers (Montessori to Class II) –

1:00 pm to 1:40 pm

Teachers (Class III to XII) –

3:00 pm to 3:30 pm

Principal / Vice Principal / Headmistress (Weekdays)- 3:00 pm to 4:00 pm

Director – with Appointment only, unless there is an Emergency

E. Online school timings**MONDAY TO FRIDAY:**

MONTESSORI A

: 8.00 am to 10.30 a.m.

MONTESSORI B

: 10.00 am to 12.40 noon

PRE SCHOOL I to Class II

: 8.00 am to 12:00 noon

CLASS III to V

: 8.00 am to 1.40 p.m.

CLASS VI to XII

: 8:00 am to 01:40 p.m.

F. Online hours for meeting parents

Teachers (Montessori to Class II) –

1:00 pm to 1:40 pm

Teachers (Class III to XII) –

2:00 pm to 2:40 pm

Principal / Vice Principal / Headmistress/ Coordinators – 2:00 pm to 2:40 pm (Weekdays)

Director – with Appointment, unless there is an Emergency

(Kindly inform Teachers/Co-ordinators/ Headmistress/ Vice Principal / Principal beforehand for online appointment)



Online School Timings

Assembly will be held on every **Monday / Wednesday / Friday**

Montessori

Montessori A

Assembly Time: 8.00 – 8.20 a.m.

Class timings:

1st Period: 8.30 – 9.00 a.m.

Break: 9.00 – 9.20 a.m.

2nd Period: 9.20 – 9.50 a.m.

3rd Period: 10.00 to 10.30 a.m.

Montessori B

Assembly Time: 10.00 – 10.20 a.m.

Class timings:

1st Period: 10.30 – 11.00 a.m.

Break: 11.00 – 11.20 a.m.

2nd Period: 11.20 – 11.50 a.m.

3rd Period: 12.10 to 12.40 p.m.

Classes	All days except Wednesday	Wednesday
Preschool -1 to Class II	Assembly Time: 8.00 – 8.20 a.m. Class timings: 1 st Period: 8.30 – 9.10 a.m. 2 nd Period: 9.20 – 10.00 a.m. Break: 10.00 – 10.30 a.m. 3 rd Period: 10.30 - 11.10 a.m. 4 th Period: 11:20 a.m.– 12 noon	Assembly Time: 8.00 – 8.20 a.m. Class timings: 1 st Period: 8.30 – 9.00 a.m. 2 nd Period: 9.10 – 9.40 a.m. Break: 9:40 – 10.00 a.m. 3 rd Period: 10.00 - 10.30 a.m. 4 th Period: 10:40 – 11.10 a.m.
Class III to Class V	Assembly Time: 8.00 – 8.20 a.m. Class timings: 1 st Period: 8.30 – 9.10 a.m. 2 nd Period: 9.20 – 10.00 a.m. Break: 10.00 – 10.30 a.m. 3 rd Period: 10.30 - 11.10 a.m. 4 th Period: 11.20 – 12.00 noon 5 th Period: 12.10 – 12.50 p.m. 6 th Period: 1.00 – 1.40 p.m.	Assembly Time: 8.00 – 8.20 a.m. Class timings: 1 st Period: 8.30 – 9.00 a.m. 2 nd Period: 9.10 – 9.40 a.m. Break: 9:40 – 10.00 a.m. 3 rd Period: 10.00 - 10.30 a.m. 4 th Period: 10.40 – 11.10 a.m. 5 th Period: 11.20 – 11.50 a.m. } Special 6 th Period: 12.00 – 12.30 p.m. } Activity (3 to 5)
Class VI to Class XII	Assembly Time: 8.00 – 8.20 a.m. Class timings: 1 st Period: 8.30 – 9.10 a.m. 2 nd Period: 9.20 – 10.00 a.m. Break: 10.00 – 10.30 a.m. 3 rd Period: 10.30 - 11.10 a.m. 4 th Period: 11.20 – 12.00 noon 5 th Period: 12.10 – 12.50 p.m. 6 th Period: 1.00 – 1.40 p.m.	Assembly Time: 8.00 – 8.20 a.m. Class timings: 1 st Period: 8.30 – 9.00 a.m. 2 nd Period: 9.10 – 9.40 a.m. Break: 9:40 – 10.00 a.m. 3 rd Period: 10.00 - 10.30 a.m. } Special 4 th Period: 10.40 – 11.10 a.m. } Activity (6 to 8) 5 th Period: 11.20 – 11.50 a.m. 6 th Period: 12.00 – 12.30 p.m. 7 th Period: 12.40 – 1.10 p.m. } Special 8 th Period: 1.20 – 12.50 p.m. } Activity (9 to 12)

***Students to follow the time schedule given by the HRT**

**SCHOOL FEES**

- 1) School Fees for the year is collected in four instalments as follows :
For April – May – June: On or by 10th day of April (or as notified separately)
For July – Aug – Sept : On or by 10th day of July
For Oct – Nov – Dec : On or by 10th day of Oct
For Jan – Feb – Mar : On or by 10th day of Jan
- 2) Admission is granted on the specific condition that the guardian undertakes to pay all applicable fees and charges, as existing or revised, by stipulated dates. Fine will be imposed for payment beyond the last date stipulated. No separate reminder for timely payment shall be issued by the school.
- 3) Fees have to be paid **ONLY BY ONLINE MODE** the procedural details for which shall appear in the school website. Fee bills shall be available online during 1st to 10th of every quarter (or such other period notified separately). For the purpose, parent's mobile number should be registered with the school.
- 4) In case of serious difficulties in making online payment within stipulated time, Fees can by exception be deposited only at the School Office for an individual student by crossed A/c Payee DD for 1st Quarter and by DD / Cheque (*excepting post-dated / outstation / non-CTS Cheques or cheque bearing any alteration*) for any other Quarter. DD/Cheque should be drawn in favour of "LAKSHMIPAT SINGHANIA ACADEMY". On the reverse of the instrument, the guardian must mention Admission No., Name, Class & Section of the pupil. Appropriate Deposit slip shall be provided at the School counter.

It may be noted that school fees cannot be paid in cash at any receiving point.

- 5) Fee structure appearing in the school website relate to the particular session as existing and are subject to upward revision from time to time.
- 6) Items of fees payable yearly are payable at the beginning of the session and no part of it is refundable even if the pupil leaves before the end of the session.
- 7) **Before a student is withdrawn from the school** at any time prior to completion of Class XII, **a written notice of withdrawal, signed by both the parents**, must be given three calendar months in advance or else, fee in lieu thereof must be paid. In case not so paid, security deposit in respect of the student shall get appropriated to the extent possible.
- 8) **Fine for late payment** : If fee for a Quarter is not paid by the 10th** day of the first month of the Quarter, late payment charge would be levied as per the following schedule :
 - a) From 11th** to 20th** of the month – Rs.500/-
 - b) From 21st** of the month to 10th** of the next month – Rs.1000/-** However if the 10th/20th is a holiday, payment can be made on the following working day in case of offline payment. Further, separate Circular may be issued from time to time for any particular Quarter.

9 A) The School shall not be able to bear with Fees falling in arrear for 30 days (10 days + 20 days as mentioned above) in respect of any student and his / her name will be liable to be struck off the rolls without any prior intimation. Re - admission in such cases may be granted only at the discretion and with the permission of the school authorities. Apart from clearing of all dues in arrear, a Re-admission fee of Rs.5000/- will be required to be paid.

9 B) Unless all dues are cleared in respect of a student, his / her Report Card and Transfer Certificate shall not be issued. Further, such a student shall not be allowed to appear in the School and Board Examinations.

9 C) While payment by cheque is not encouraged, in case a cheque is returned unpaid by the Bank for any reason whatsoever :



(a) Payment in lieu thereof will have to be made in accordance with the applicable schedule of late fine and re-admission fee, depending on the date the school office receives the replacement payment. It shall be the endeavour of the school to intimate the guardian at the earliest after an incident of cheque dishonour or return comes to its knowledge from the bank. However, the school shall not own any responsibility at all for any delay in such intimation or for any matter in connection with the dishonour / return of the cheque. Nor shall the School be responsible for any apparent defect in the cheque existing at the time of receiving the same.

(b) In addition, for each dishonoured or returned cheque, an amount of Rs.500/- will be levied apart from possible permanent withdrawal of cheque facility.

10) A Parent may be required to produce fee payment records whenever required by the school.

11) Rules and regulations are subject to change from time to time as may be deemed necessary by the school authority. Separate circulars may be issued to suit particular occasions.

Note : For any correspondence with the school, Admission No. of the student must be quoted.

GENERAL RULES AND CODE OF CONDUCT : DISCIPLINE

1) Students must be properly groomed and should turn out in neat school uniform. Boys must have a decent haircut and clean shaven faces. Eccentric haircuts are not acceptable and may call for strict action. **Sikh Boys must wear blue coloured 'Patka' with regular uniform and white coloured 'Patka' with P.E. uniform.** Girls must have their hair plaited (if long). **Only black bands to be used.** Girls are not permitted to wear jewellery or apply mehndi. **Girls of classes III-V must wear knee length skirts.**

2) Students reporting to school for any reason must always come in proper school uniform. Students not in uniform will not be attended to. Students must wear their Identity Card at all times in school, while coming to or leaving school and carry the Academic Planner daily to school.

3) Students are required to be ready with their text and exercise books for their respective subjects every working day, unless otherwise specified.

4) While representing the school, students must be neat in their appearance and be in school uniform. No student can attend any inter school competition without the Principal's permission.

5) Students must not loiter in school uniform during school hours in cinema halls, shopping malls, or any public place, unless authorised.

6) Missing a class/ classes without the knowledge and/ or prior permission of the teacher concerned or competent authority will call for stringent action.

7) Students are not permitted to bring excessive money, or any expensive article or electronic gadgets to school. If found, it will be confiscated and may be returned at the end of the academic session subject to the discretion of the Principal. **The school is not responsible for the exchange, loss or theft of personal belongings. It is inadvisable for students to bring valuables to school.**

8) Only students of classes XI and XII may bring mobile phones if required and deposit with the HRT until dispersal.



9) Students must not disfigure school walls and property / furniture. Any damage caused to the above will subsequently result in fines being levied against those responsible.

10) All books to be returned to the library before commencement of major examinations / vacations. Fines will be levied for late submission and/or mishandling of library books.

11) Arrival beyond the reporting time will be considered as late arrival. For every three late arrivals, one day's absence will be marked in the attendance register. If late arrivals are more frequent, temporary suspension will be given. **Habitual late coming will be dealt with strictly.** The student may be asked to stay back after school hours or sent back home.

12) Students are expected to be courteous and respectful towards the school and school authorities, including teachers, peers and other ancillary staff members. Any misconduct in this regard will be dealt with firmly.

13) Bullying in any form will not be tolerated and strict measures will be taken against the offender. Student may be suspended for the same.

14) Violation of any code of conduct, disobedience or any behaviour subversive of good discipline in the school which is deemed inappropriate by the school authorities will lead to two written warnings, suspension and finally expulsion.

15) Marks / grades have been allotted for discipline in each term for students. The same will be reflected in the scholastic performance in the report card.

NOTE TO PARENTS :

- 1) Parents are advised to visit the school website www.lsakolkata.com regularly for information updates regarding all school matters.**
- 2) Parents/ Guardians are required to notify the school authorities in writing regarding any change in address or telephone numbers.**
- 3) All newly admitted students should submit the Transfer Certificate and Migration Certificate (if applicable) to the school within one month of joining.
- 4) A letter stating the reasons must be sent if the student comes to school in irregular uniform.
- 5) The Academic Planner should be regularly checked for any messages/ notes from teachers and for any circulars issued by the school.**
- 6) Student's notebooks must be periodically checked in order to be aware of their performance and progress. Signature of parents to be put where asked for by the teachers.**
- 7) Research based Open Book Projects are given to students of Montessori and above. **Attendance on the first and last day after and before each vacation is mandatory or the Open Book Project stands cancelled.** These projects are of significant importance in the school's academic programme.



- 8) **No permission will be given to any student to leave school during class hours unless there is an emergency in the family.**
- 9) Open House meetings are held at regular intervals in the school (offline/ online). Parents are advised to meet the concerned HRTs and subject teachers to discuss about their ward's progress. Request for an alternate date and time may be made to the HRT. On other days, meetings with teachers are possible by taking prior appointments.
- 10) Please **DO NOT CALL** the school / teachers on days when there is heavy rain, suspension of public transport or any other such issues. **The school will remain functional either online or offline and shall be notified.**
- 11) **Parents must submit the medical history and notify the infirmary incharge if their ward suffers from any allergy or chronic ailments.**
- 12) In case a student gets hurt / falls sick in school, first aid will be administered and parents / guardians will be informed. However, in case this is not possible, the school authorities will take the necessary remedial measures.
- 13) If any medicine needs to be administered to a student during school hours, the parent must send the doctor's prescription along with a letter stating consent for the same.
- 14) School shall decide the participation of students in annual events/ other activities, and parental co-operation is solicited.
- 15) Every pupil is expected to contribute from time to time a small amount towards school related activities / functions, religious functions and social work as needed.
- 16) Students will undergo mandatory annual health check ups.
- 17) The role of parents cannot be over-emphasized and it is only expected that they take a positive view of the all-round effort of the school and its teachers and other staff members for the benefit of one and all. Parents need to be rational in their responses and dealings, such that the congenial atmosphere and sanctity of the institution is maintained. Any constructive suggestion, or even complaint, from the parents shall be addressed by the school authorities with concern in ways deemed by it as appropriate. Complaint forms are available at the front office.
- 18) **Parents must abstain from discussing school matters on whatsapp or other social media. Any derogatory remark against the school or the faculty will be dealt with severity. It may call for suspension or expulsion of the student from school.**
- 19) Students can take remedial help from teachers beyond school hours (in online / offline mode) if they find it difficult to comprehend any topic.

**LEAVE RULES**

- 1) A minimum of 85% attendance per term is mandatory.
- 2) All messages regarding leave (for offline or online classes) must be sent from the parents' official mobile numbers or email ids.
- 3) The reason for absence up to two days must be clearly stated through an email to the HRT.
- 4) In case of absence for more than two days, an email should be sent to the school id addressed to the Principal. Anticipated time of absence should be mentioned in the mail.
- 5) A scanned copy of the medical certificate for a prolonged absence, owing to medical grounds should be mailed along with the leave application.
- 6) Students afflicted with infectious diseases or exposed to such diseases in their homes must complete the quarantine period before rejoining school. When the student rejoins school, the medical certificate with the doctor's Reg. No. stating the child to be free from infection and fit to resume classes, must be mailed to the school.
- 7) Appointments with doctors or others to be avoided during school hours.
- 8) Ailing students should not be sent to school. **There is no provision for half day leave or retests.**
- 9) If a student has to leave school before 10 am due to some emergency, the student shall be marked absent for the day.
- 10) No leave will be ordinarily granted for the first and last days of a term and / or extension of vacations.
- 11) Leave for attending weddings or religious functions will not be granted.
- 12) A student's absence for more than twenty days from online classes without prior intimation may result in the student's name being removed from the rolls.
- 13) A student without sanctioned leave will not be allowed to attend online classes till the Principal / Headmistress gives permission.
- 14) If a student is absent in any one of the online classes of the day or during the assembly, the student shall be marked absent for the day.

EXAMINATIONS :

- 1) **Use of unfair means and / or possession of unauthorized material during any examination will result in the cancellation of the examination paper or the entire examination. A student who renders unfair assistance to another is equally culpable and will therefore share in the punishment. The grant of permission for reappearing in the examination rests with the principal. Repetition of such an offence will call for suspension or expulsion from the school.**
- 2) During examination all students must carry transparent pencil pouches only. No writing boards, smart watches, mobile phones, food items are allowed in the examination hall.

PROMOTIONS :

- 1) Promotions are decided on the student's cumulative performance over the year along with other factors that are observed about the child.



- 2) Due weightage is given to curricular and co-curricular areas and discipline.
- 3) A student who fails to secure promotion for the second consecutive year will have to be withdrawn.
- 4) Promotion will depend on an aggregate of 40% marks secured over the year in all the assessments.
- 5) A minimum of 85% of the yearly attendance is a pre-requisite for promotion.

EDUCATIONAL TRIPS :

These are an essential part of the curriculum. They are organized at least twice a year. All students should attend at least one trip. These trips enable the children to foster friendship, inculcate responsibility besides promoting awareness. While we encourage participation in these optional trips for holistic development of the student and take reasonable care, all concerned factors are not under the control of the school and the school is not responsible for anything untoward during and in connection with such educational trips.

HOUSE SYSTEM :

Students from class I onwards belong to the four Houses - VAYU, AGNI, JAL and PRITHVI with yellow, red, blue, and green colours allotted to each House respectively. The House system enables the students to become responsible members of the community through participation in games and other intramural activities.

CAFETERIA :

All students should bring nutritious tiffin to school. Light refreshments during breaks are available on payment through coupons in the school cafeteria.

BOOKSTORE :

The in-house bookstore caters to all textbooks, notebooks, worksheets, files, stationery and other educational materials required by students. All worksheets and notebooks should be procured only from the bookstore.

COMMUNICATOR / SPECIAL EDUCATOR :

Guidance and counselling is an integral part of the curriculum. We have qualified communicators and special educators for students who require help.

HONOURS :

Prizes are awarded for excellence in studies, games and other co-curricular activities. Due recognition is also given for exemplary behaviour, conduct and values. Students with 100% attendance and those with regular reading, writing or oratory skills are also applauded and recognized for their efforts.

BIRTHDAYS :

Students upto class V are allowed to come in decent coloured clothes on birthdays. Parents may, if they desire, celebrate the birthday of the child by **giving books or plants as gifts**. No gift should exceed ₹ 40/-. **No eatables or cakes are allowed.**

**SCHOOL SAFETY RULES :**

Our prime concern in the school is to ensure safety and security of our students and staff.

- 1) Be vigilant at all times and render assistance whenever required.
- 2) 24x7 CCTV surveillance is available (covering the entire periphery of the school, playgrounds, classrooms).
- 3) Students must wear their identity card at all times in school and while representing the school in any event. Escort Cards are mandatory for dispersal of students upto class VIII. In the absence of an Escort Card, the parent/guardian must send a mail authorizing the concerned person to collect the student or fill up a declaration available with the Administrative Officer.
- 4) In case parents would like to issue an Escort Card for themselves for dispersal beyond school hours, they may pay for the same separately and obtain one.
- 5) It is the responsibility of the parents to pick up their wards within half an hour after dispersal.
- 6) No student is to leave the school campus nor any parent / guardian is allowed to meet their ward during school hours without the Principal's permission.
- 7) Tiffin boxes, exercise books or other materials sent for students will not be handed over to them during the school hours for security reasons.
- 8) All must participate actively in disaster management drills that are conducted round the year in order to equip everyone to handle emergency situations.
- 9) Be familiar with the general layout of the school premises. Be aware of the evacuation plan, emergency phone numbers and assembly point areas.
- 10) Report all accidents/incidents immediately to the Infirmary Incharge/ Administrative Officer.
- 11) Every floor has trained attendants.
- 12) Respect each other and be tolerant of other's differences. Any form of misconduct will call for strict action.
- 13) Report any hazards that you may identify in the school. Never dismiss anything as trivial.
- 14) All safety protocols for COVID are being followed in the school.

**GENERAL INFORMATION
UNIFORM****REGULAR****GIRLS: Summer**

- | Red divided skirt and White T Shirt with School Monogram (Montessori)
- | Blue & White striped shirt with School Monogram (PS I - XII)
- | Apron (Montessori - II)
- | Pinafore with School Monogram (PS I - II)
- | Blue Divided Skirt (III - V) – Knee Length
- | School Belt (I - XII)
- | Blue Trousers (VI – XII)

BOYS: Summer

- | Red shorts and White T Shirt with School Monogram (Montessori)
- | Blue & White striped shirt with School Monogram (PS I - XII)
- | Apron (Montessori - II)
- | Blue Shorts (PS I - V)
- | Blue Trousers (VI - XII)
- | School Belt (I - XII)
- | School Tie (III - XII)

BOYS & GIRLS: Winter

- | Red trousers (Montessori)
- | Blue Trousers (PS I - XII)
- | Blue Jacket (Montessori - Class II)
- | Blue Blazer with School Monogram (III - XII)

SHOE:

- | BATA Bubblegummers (Red)- Montessori
- | BATA Velcro Shoes (Black) PS I - PS II
- | VEGAN Velcro Shoes (Black) I - V
- | VEGAN Lace Shoes (Black) VI - XII
- | Red socks (Montessori)
- | Grey socks (PS I - XII)

BOYS & GIRLS: HOUSE UNIFORM (for Physical Education)

- | Light Grey track pant with house colour stripes (I to VIII)
- | Dark Grey Melange Track Pant with house colour stripes (IX to XII)
- | House colour T-Shirt with collar and School Monogram (I to XII)

CUB & BULBUL : I – V

SCOUT & GUIDE: VI – XII

MASK : Dark Blue / Grey / White / Black (N95 mask is a must)



SL No.	DEALER	ITEMS
1.	<u>VARDHMAN GARMENTS</u> P-41 CIT Road , Scheme VI M, Ground floor , Kolkata -700 054 Phone no : 033-46019359 Mobile no: 9874438822 Order on WhatsApp : 9874438822 Online order facility available / door delivery facility available.	Track Pants: I to XII P.E. T shirt: I to XII
2.	<u>PRAGYA</u> 1) 134, M.G. Road Burra Bazar Kolkata 700 007 Phone : 033 2269 3875 2) AE-332, Sector - I Salt Lake City, Bidhan Nagar Kolkata 700 064 Phone : 033 2337 8556 3) 37A, Garcha Road Ballygunge, Kolkata - 700 019 Phone : 033-3551 8195	Regular Uniform : VI to XII Winter Uniform (Trousers) : VI to XII Blazer : III to XII Belt : I to XII Tie : III to XII Socks : VI to XII Cub & Bulbul Uniform : III to V Scout & Guide Uniform : VI to XII
3.	<u>ASHA BAGLA</u> Center Point Building 28/2 Shakespeare Sarani 6th Floor, Kolkata -700 017 Mobile : 98304 05378, 9831141552	Regular Uniform : PS -I to VIII Winter Uniform (Trousers) : PS-I to V Socks : PS - I to V Cub & Bulbul Uniform : I to V Scout & Guide Uniform : VI to XII
4.	<u>MAHIMA CREATIONS</u> 1) 2, Watkings Lane Nilgiri Appt., Howrah – 711 101	Montessori Uniform, Blue Jacket: Montessori to Class - II
5.	<u>VEGAN FASHION PVT. LTD.</u> P-41 CIT Road , Scheme VI M, Ground floor , Kolkata -700 054 Phone: 81005 66642, 63964 93345 Online delivery available via WhatsApp Drop WhatsApp at 9986515103	Vegan Shoes : I to XII



LET US GO GREEN

1. Turn off lights, fans and air-conditioners, even when you are leaving a room for a short while.
2. Use the staircase not the elevator for moving up to your classrooms.
3. Use LED bulbs. They reduce your electricity consumption substantially.
4. Play outdoors instead of watching T.V. or using the computer.
5. Don't keep your computer, T.V., etc on stand-by mode. Switch off appliances at the plug point.
6. Eat together. Heat food at one go to reduce unnecessary use of microwave oven.
7. Apply the four Rs everyday : Reduce, Reuse, Recycle, Refuse.
8. Make your school and home a no-plastic zone.
9. When you are writing or printing on paper, make sure you use both sides of the sheet.
10. Take the bus instead of a car. For short distances, see if you can walk, or ride a cycle, instead of taking a motor vehicle.
11. Re-use items like envelopes, folders and paper which are printed on one side. You can use the other side for making notes.
12. Take a cloth bag along when you go shopping and refuse to use plastic bag.
13. Stop using aluminium foil or cling wrap; they create unnecessary garbage.
14. When you go shopping, buy products that have less packaging. About 30 percent of the world's garbage is made up of packaging.
15. Single use plastic spoons, straws / thermocol plates, and glasses to be replaced by biodegradable or metal products.
16. Conserve water. Do not let the tap run when you wash hands or brush your teeth.
17. Water potted plants with water that has been used to wash vegetables and lentils.
18. Plant a tree every year.

**LET US BE AWARE**

1. Knowledge has the power to liberate; so always respect knowledge. That is what is meant by Gyanam Amritam.
2. At all times have the idea of Vasudhaiva Kutumbakam (the world is my family) in your mind.
3. Give respect to elders and people who serve you, irrespective of their gender, caste, race or economic status.
4. Be pure in thought, word and action.
5. Perseverance is a virtue. Persevere and don't give up till you achieve what you had set out for.
6. Practise what you preach.
7. Compassion is a virtue. Be compassionate to all, irrespective of their social and economic position.
8. Don't hesitate to give. Be generous especially to those who have lesser privileges than you.
9. Be a patriot. Cherish the principles that India stands for.
10. Don't show cruelty towards animals. Take care of them. The best society is that which is kind.
11. Reject anything which makes you morally, intellectually and physically weak.
12. Maintain traffic rules and encourage others to do so as well.
13. Never be bullied into silence. Be careful with your words. Pulling someone down will never help you reach the top.
14. Each one teach one, until all are taught.
15. Alone we can do so little; together we can do so much.
16. Be accountable and responsible for your own actions.
17. Punctuality is the key to success. Any work done on time always achieves its desirable results.



DUTIES OF A DIGITAL CITIZEN

1. Create safe and secure passwords for all accounts and never use the same password twice.
2. Protect private information by monitoring privacy settings.
3. Practise caution and good judgement when sharing personal information with individuals online.
4. Turn off geotagging on photos before posting.
5. Secure permission for any work shared online and provide proper citation.
6. Research carefully the emails and assertion encountered online to protect against viruses.
7. Display proper 'netiquettes'.
8. Be acutely aware of the permanence of digital presence and how it could affect the future.

COVID-19 PLEDGE

I commit to be vigilant and bear in mind at all times, the risk to myself and my peers from Covid-19.

I promise to take all necessary precautions to prevent the spread of this deadly virus. I promise to follow and encourage others to follow the key Covid appropriate behaviour.

To always wear a mask/ face cover, especially when in public places.

To maintain a minimum distance of 6 feet from others.

To wash my hands frequently and thoroughly with soap and water.

Together, we will win this fight against Covid-19.

राष्ट्रीय गान

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

—रवीन्द्रनाथ ठाकुर

PLEDGE

India is my Country. All Indians are my brothers and sisters.
I love my country and I am proud of its rich and varied heritage.

I shall always strive to be worthy of it.

I shall give my parents, teachers and all elders respect and
treat everyone with courtesy.

To my country and my people, I pledge my devotion: in their
well-being and prosperity, alone lies my happiness.

JAI HIND

THE SCHOOL PRAYER

ॐ गुरुभ्यः नमः

हरि ॐ

सहनाववतु सहनौभुनक्तु

सहवीर्यं करवावहै

तेजस्वि ना वधीतमस्तु

मा विद्विषावहै ।

त्वमेव माता च पिता त्वमेव

त्वमेव बन्धुश्च सखा त्वमेव

त्वमेव विद्या द्रविणं त्वमेव

त्वमेव सर्वं मम देव देव ॥

ईशावास्यमिदं सर्वं यत्किंच जगत्यां जगत ।

तेन त्यक्तेन भुञ्जीथाः मा गृधः कस्यस्विद्धनम् ॥

यं ब्रह्मावरुणेन्द्ररुद्रमरुतः स्तुन्वन्ति दिव्यै स्तवै

वेदै साङ्ग पदक्रमोपनिषदैर्गायन्ति यं सामगाः ॥

या कुन्देन्दुतुषारहारधवला, या शुभ्रवस्त्रावृता ।

या वीणावरदण्डमण्डितकरा, या श्वेतपद्मासना ॥

या ब्रह्माच्युतशंकरप्रभृतिभिः देवैः सदा वन्दिता ।

सा मां पातु सरस्वती भगवती निःशेषजाड्यापहा ॥

असतो मा सद्गमय

तमसो मा ज्योतिर्गमय

मृत्योर्मा अमृतम गमय

ॐ पूर्णमदः पूर्णमिदं पूर्णात्पूर्णं मुदच्यते ।

पूर्णस्य पूर्णं मादाय पूर्णमेवावशिष्यते ॥

हरि ॐ

ॐ द्यौः शान्तिः अन्तरिक्षः शान्तिः

पृथिवी शान्ति आपः शान्तिरौषधयः

शान्तिर्वनस्पतयः शान्तिविश्वदेवाः

शान्तिर्ब्रह्माशान्तिः सर्वशान्तिः

शान्तिरेवशान्ति सा मा शान्तिरेधि

ॐ शान्तिः शान्तिः शान्तिः



MEANING

May He, the Supreme Lord, protect us both the teachers and the students. May He nourish and sustain us both. May our study be thorough and fruitful. May we not be jealous of each other.

Oh Lord! You are the Mother, the Father and the friend. You are my wealth of knowledge, strength, possession and power. Oh Almighty, you are the Supreme God.

What exists in the universe is the creation of the Almighty. Enjoy life by sacrificing your selfishness, and not be coveting others' possession. Salutation to that God whom Brahma, Varuna, Indra, Rudra and Maruta praise with divine hymns of whom the Samaveda chanters sing by the 'vedas' and their 'angas', in 'Pada' and 'Krama' methods.

Salutation to the Supreme Goddess-She is as fair as a garland of 'Kunda' the colour of snow, adorned in pristine white garments. Her hands adorn 'veena' a stringed instrument and She is seated on the pure white lotus. She is praised by Brahma, Vishnu and Maheswara; and all Gods and Goddesses sing Her praise as they venerate Her. "Oh Mother, we pray to you, to dispel the darkness of ignorance from our minds!"

Lead me from the unreal to the real, from darkness to enlightenment , from ignorance to knowledge, from death to immortality.

This universe is complete. What emerges from the complete is also complete (from Brahma). When the complete is taken from the source, what remains is complete too.

Let peace prevail in the universe, the sky, the earth, the water, the medicinal herbs and the vegetative world. Let there be harmony everywhere and in everything.

Let us pray for one and all. Let the three-fold peace prevail!



SCHOOL SONG

Chorus :

Not another room, not another school
No sunshine so bright, no night so cool
There is a place in our hearts,
An Eden, our own
You call it a school, we call it our home.

LSA is not just a name
LSA can change your game
LSA is not just a name, just a name.

Stanza 1

Friends are true, teachers pally
Every smile is warm, in this learning valley
The faces fresh, the heads held high
Our ethics strong, the morals high
The hunger to win, but humble within
The stars in our hands,
While our horizon expands

LSA, is not just a name
LSA, can change your Game
LSA is not just a name, just a name

Stanza 2

The future's ours, the strides are big
We'll make u proud, for everything you do.
Will touch your hearts, will heal the wounds

We have the zeal, and compassion too
You've taught us the meaning, of being true
You've schooled us the way, no other could do.
LSA, is not just a name
LSA can change your game
LSA is not just a name, just a name

Who has the spirit? LSA
Who dream together? LSA
Who has the drive? LSA
Who thrive together? LSA
Who paves the way? LSA
Who builds leader? LSA
Who steal your thunder? LSA
Who leads the game? LSA

The world will follow, what we are doing today
You can hold, our hands and take flight.

Chorus :

Not another room, not another school
No sunshine so bright, no night so cool
There is a place in our hearts,
An Eden, our own
You call it a school, we call it our home.
LSA is not just a name
LSA can change your game
LSA is not just a name, just a name.

ASSEMBLY PRAYERS

वैदिक प्रार्थना

संगच्छध्वं संवदध्वं सं वो मनांसि जानताम्
समानो मन्त्रः समितिः समानी ।
समान मनः सह चित्तमेषाम् ।
समानीव आकुतिः समाना हृदयानि वः
समानमस्तु वो मनो यथा वः सुहासति ।।

देश भक्ति गीत

सारे जहाँ से अच्छा, हिन्दोस्तां हमारा
हम बुलबुले है इसकी, ये गुलिस्तां हमारा ।
पर्वत वो सबसे ऊँचा, हम साया आसमां का
वो संतरी हमारा, वो पासबां हमारा ।।
गोदी में खेलती है, जिसकी, हजारों नदियाँ
गुलशन है जिसके दम से,
रश्के जिना हमारा ।
मजहब नहीं सिखाता, आपस में वैर रखना
हिन्दी है हम वतन है
हिन्दोस्तां हमारा हमारा । सारे...

-डॉ मुहम्मद इक़बाल



ASSEMBLY PRAYERS

प्रार्थना

दया कर दान भक्ति का हमें परमात्मा देना,
दया करना हमारी आत्मा में शुद्धता देना।
हमारे ध्यान में आओ, प्रभु आँखों में बस जाओ,
अँधेरे दिल में आकर के परम ज्योति जगा देना।
बहा दो प्रेम की गंगा, दिलों में प्रेम का सागर,
हमें आपस में मिल-जुलकर प्रभु रहना सिखा देना।
हमारा कर्म हो सेवा हमारा धर्म हो सेवा,
सदा ईमान हो सेवा व सेवक-चर बना देना।
वतन के वास्ते जीना, वतन के वास्ते मरना,
वतन पर जां फिदा करना प्रभु हमको सिखा देना
दया कर दान भक्ति का हमें परमात्मा देना
दया करना हमारी आत्मा में शुद्धता देना।

सरस्वती वन्दना

वर दे वीणावादिनी, वर दे।
प्रिय स्वतन्त्र रव, अमृत मन्त्र नव,
भारत में भर दे।
काट अन्ध उर के बन्धन स्तर
बहा जननी ज्योतिर्मय निर्झर,
कलुष भेद, तम हर, प्रकाश भर
जगमग जग कर दे।।
नव गति, नव लय, ताल छन्द नव,
नवल कंठ, नव जलद मन्द्र रव
नव नभ के नव, विहग वृन्द को
नव पर नव स्वर दे।।

- सूर्यकान्त त्रिपाठी "निराला"

CHOIR SONGS

যদি তোর ডাক শুনে কেউ না আসে

যদি তোর ডাক শুনে কেউ না আসে
তবে একলা চলো রে।
একলা চলো, একলা চলো, একলা চলো, একলা চলো রে।।
যদি কেউ কথা না কয়, ও-রে ও অভাগা কেউ কথা না কয়
যদি সবাই থাকে মুখ ফিরায়ে, সবাই করে ভয় (২)
তবে পরাণ খুলে—
ও তুই মুখ ফুটে তোর মনের কথা একলা বলো রে।।
যদি সবাই ফিরে যায়, ও-রে, ও অভাগা সবাই ফিরে যায়
যদি গহন পথে যাবার কালে কেউ ফিরে না চায়
তবে পথের কাঁটা—
ও তুই রক্ত মাখা চরণতলে একলা দলো রে।।
যদি আলো না ধরে, ও-রে, ও অভাগা আলো না ধরে
যদি ঝড় বাদলে অঁধার রাতে দুয়ার দেয় ঘরে
তবে বজ্রানলে
আপন বুকের পঁজর জ্বালিয়ে নিয়ে একলা জ্বলো রে।

—রবীন্দ্রনাথ ঠাকুর

**Christmas Carol
Silent Night**

Silent night, holy night
All is calm, all is bright
Round yon Virgin Mother and Child
Holy Infant so tender and mild
Sleep in heavenly peace
Sleep in heavenly peace

Silent night, holy night!
Shepherds quake at the sight
Glories stream from heaven afar
Heavenly hosts sing Alleluia!
Christ, the Saviour is born
Christ, the Saviour is born

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

—Joseph Mohr

CHOIR SONGS

देशगान

नई डगर नया सफर कदम मिलाके चलो
नौनिहाल देश के तुम मुस्कुराते चलो ।
हाथ-हाथ में लिए, साथ-साथ चल दिए
जीत के लिए जीए, जीत के लिए मरे
जीत का संगीत आज गुनगुनाते चलो ।
पर्वतों को लांघते, शेर से दहाड़ते
बढ़ चलें है काफिला, मुश्किलें पसारते
एकता का गीत आज गुनगुनाते चलो ॥

पालन हार

॥ भजन ॥

ओम् है जीवन हमारा ओम् प्राणाधार है ।
ओम् है कर्ता विधाता ओम् पालन हार है ॥
ओम् है दुःख का विनाशक, ओम् सर्वानन्द है ।
ओम् है बल-तेजधारी ओम् करुणाकन्द है ॥
ओम् सबका पूज्य है, हम ओम् का पूजन करे ।
ओम् ही के ध्यान से हम शुद्ध अपना मन करे ॥
ओम् के गुरुमंत्र जपने से रहेगा शुद्ध मन ।
बुद्धि दिन प्रतिदिन बढ़ेगी, धर्म मे होगी लगन ॥
ओम् के जप से हमारा ज्ञान बढ़ता जायेगा ।
अन्त मे यह ओम् हमको, मुक्ति तक पहुँचायेगा ॥



CHOIR SONGS

God Will Make a Way

Oh, God will make a way,
Where there seems to be no way.
He works in ways we cannot see,
He will make a way for me.

He will be my guide,
Hold me closely to His side.
With love and strength for each new day,
He will make a way, He will make a way.

By a roadway in the wilderness, He'll lead me,
And rivers in the desert will I see.
Heaven and Earth will fade but His Word will still
remain, And He will do something new today.

Oh, God will make a way,
Where there seems to be no way.
He works in ways we cannot see,
He will make a way for me.

He will be my guide,
Hold me closely to His side.
With love and strength for each new day,
He will make a way. He will make a way.

CHOIR SONGS

देशगान

हिन्द देश के निवासी सभी जन एक हैं
रंग-रूप, वेश-भाषा, चाहे अनेक हैं।
सूरज एक, चन्दा एक, तारे अनेक ॥
बेला, गुलाब, जूही, चम्पा, चमेली
प्यारे प्यारे फूल गुंथे माला में एक हैं ॥
कोयल की कूक न्यारी, पपीहे की टेर प्यारी
गा रही तराना बुलबुल, राग मगर एक है ॥
गंगा जमुना ब्रह्मपुत्र, कृष्णा कावेरी
आकर मिल गये सागर में, हुए सब एक हैं ॥

—विनय चन्दर मौद्गल्य

भजन

हर देश में तू, हर भेष में तू, तेरे नाम अनेक तू एक ही है।
तेरी रंगभूमि यह विश्व भरा, सब खेल में, मेल में तू ही तो है ॥
सागर से उठा बादल बनके, बादल से फटा जल हो करके।
फिर नहर बना नदियाँ गहरी, तेरे भिन्न प्रकार तू एक ही है ॥
चींटी से भी अणु-परमाणु बना, सब जीव-जगत् का रूप लिया।
कहीं पर्वत-वृक्ष विशाल बना, सौंदर्य तेरा, तू एक ही है ॥
यह दिव्य दिखाया है जिसने, वह है गुरुदेव की पूर्ण दया।
तुकड़या कहे कोई न और दिखा, बस मैं अरू तू सब एक ही है ॥

—संत तुकड़ोजी



CHOIR SONGS

Joy to the World

Joy to the world; the Lord is come;
Let earth receive her King:
Let every heart prepare Him room,
And Heaven and nature sing.

Joy to the earth, The Saviour reigns;
Let men their songs employ;
While fields and floods, rocks, hills and plains
Repeat the sounding joy.

No more let sins and sorrows grow,
Nor thorns infest the ground:
He comes to make His blessings flow
Far as the curse is found.

He rules the world with truth and grace,
And makes the nations prove
The glories of His righteousness,
And wonders of His love.

Isaac Watts

Pledge for an Abuse Free World for Children

I am proud to be an Indian. It is my duty to be aware of the child rights guaranteed by the Constitution of India. I shall refuse to accept any type of abusive activities that may occur against me or against other children. I will always report such instances to the parents and higher authorities. I solemnly affirm that I will always stand for a safe and exploitation free childhood.

HALL OF FAME

1. Nikhil Saraf: He is the first student who registered in our Academy. He is a social entrepreneur currently working towards creating a more equitable future by helping children learn to read English at Stones2milestones/ fREADom. He is passionate about intuitive design; communication technology and enjoys building things that matter.

His innovations in the field of education technology for language learning have impacted 1200+ schools and 500,000 children across India with an aim to transform 10 million lives by 2022.

He is a computer science engineer and completed his masters from MICA, Ahmedabad with the director's medal for academic excellence. He has studied Social Entrepreneurship at Stanford Graduate School of Business and is currently working with their Human Centered AI Department for improving efficacy of Stones2Milestones learning products. In 2021, he was a part of 30 Under Asia Honouree list.

In the past he has founded three startups around collaborative learning currently, love sharing his experiences as guest faculty at IIM Calcutta, on education technology.



2. Dr. Priyadarshi Srivastava (Batch of 2004)

He did his MBBS from GSVM Medical College Kanpur, DPM from I.P.G.M.E.R Institute Kolkata and DNB from Asha Hospital Hyderabad.

He is a consultant neuropsychiatrist, sexologist and de addiction specialist. He worked extensively in the treatment of mood disorders, schizophrenia, child psychiatry ailments such as ADHD, autism, deaddiction of cannabis, opioids, alcohol and geriatric psychiatry ailments such as dementia, various sexual dysfunctions.

He is currently working as consultant psychiatrist in Vivekananda Polyclinic, Lucknow.

Worked as a Senior Resident in Ram Manohar Lohia Institute of Medical Sciences, New Delhi from 2017 to 2018, worked as Senior Resident in Era Medical College, Lucknow from 2016 to 2017.



3. Tushar Jain (Batch of 2017)

He completed his degree in Computer Science from the University of Illinois at Urbana Champaign with high distinction. He moved on to work as a Software Engineer at companies such as Google in New York, Spreetail in Austin, Texas and Microsoft in Redmond, Washington.

He is currently working at Microsoft while working on his startup venture parallelly.



4. Riyaz Roy (Batch of 2018)

He is currently a student of MIT Institute of Design, Pune pursuing the last semester of his Bachelor's degree in Design (specialization in animation design). The most prominent work of his till date is called 'OCD of Riyaz Roy' which is a film he has directed and animated with the objective to not only sensitise





others about the problem but also share experiences with fellow OCD patients who are vulnerable to feel isolated and weak.

His notable industry work includes working on the Emmy nominated children's animated show 'Lamput' by Vaibhav Studios and the music video 'Maaya' by Totem Creative. He has worked and created an advertisement for Covid disinfectant for Aroma Organics Limited and is currently working at Girigit Studios, creating animated videos for Splash International, an NGO designing child-focused water, sanitation, hygiene and menstrual health solutions.



YEAR PLAN

Week No.	Date	Details
1	01-04-2022	APRIL SHOWERS BRING MAY FLOWERS. ENGLISH PROVERB
	01-04-2022	
2	04-04-2022	A BOOK IS LIKE A GARDEN CARRIED IN A POCKET. CHINESE PROVERB World Health Day – 7 th April Friday : Stay Home Stay Fit (PSI – II) Workshop on Fitness of our Mind and Body (3 – 8, 9, 10 and 12)
	08-04-2022	
3	11-04-2022	IF YOU OFFEND, ASK FOR A PARDON; IF OFFENDED, FORGIVE. ETHIOPIAN PROVERB. Assembly Programme on : Ambedkar Jayanti / Essence of Bengal/Good Friday
	15-04-2022	
4	18-04-2022	I CHANGE MYSELF, I CHANGE THE WORLD. GLORIA ANZALDUA World Heritage Day – 18th April Earth Day – 22nd April Friday : Celebrating Earth Day – Decorating a pot and planting a sapling (PSI – II) Celebrating Earth Day (3-5) and (6-8) Celebrating World heritage Day (9, 10 and 12)
	22-04-2022	
5	25-04-2022	IT TAKES LESS TIME TO DO A THING RIGHT THAN TO EXPLAIN WHY YOU DID IT WRONG. HENRY WADSWORTH LONGFELLOW. World Malaria Day – 25 th April
	29-04-2022	
6	02-05-2022	ANY EXCUSE WILL SERVE A TYRANT. AESOP. May Day – 1 st May Friday : Making Summer Coolers (PSI – PSII) Summer coolers based on House colours(I-II) Character Presentation – Indian Martyrs (6-8)
	06-05-2022	
7	09-05-2022	A MAN WHO HAS NO IMAGINATION HAS NO WINGS. MUHAMMAD ALI. Rabindra Jayanti Celebration – 9th May National Technology Day – 11 th May Technology Workshop/IT Event (3-5) ; Inter House Space Settlement Designing Competition (9 - 12)
	13-05-2022	
Summer Holidays		
8	13-06-2022	HOPE FOR THE BEST AND PREPARE FOR THE WORST. THOMAS NORTON Student Council Election Campaign Friday : Yoga for a peaceful mind (Montessori – PSII) ; Inter House Competition – Yoga Display (I-II) ; Healing Power of Yoga workshop (3-5) ; Music Workshop (6-8)
	17-06-2022	
9	20-06-2022	WITHOUT A SHEPHERD, SHEEP ARE NOT A FLOCK. RUSSIAN PROVERB. International Yoga Day – 21 st June ; World Music Day – 21 st June Thursday - Face Off and Declaration of Council Members (9-12) IRIS 22
	24-06-2022	
10	27-06-2022	HE THAT IS WISE CAN MAKE A FRIEND OF A FOE. SCOTTISH PROVERB. International Day against Drug Abuse and illicit trafficking – 26 th June Doctor’s Day – 1 st July ; Rath Yatra – 1st July
	01-07-2022	
11	04-07-2022	CONFIDENCE ADDS MORE TO THE CONVERSATION THAN CLEVERNESS. FRENCH PROVERB. Friday : Chocolate Making Activity (PSI-II)
	08-07-2022	
12	11-07-2022	A MAN OF WORDS AND NOT OF DEEDS IS LIKE A GARDEN FULL OF WEEDS. Mother Goose.
	15-07-2022	
13	18-07-2022	WHAT IS WRONG TODAY WONT BE RIGHT TOMORROW. DUTCH PROVERB Friday : Umbrella Designing (Montessori - II) Practice for Indradhanush (3-5) IT Event (6- 12) BULLIONAIRE 2022 – 22nd July 2022
	22-07-2022	
14	25-07-2022	IF YOU HAVE MUCH, GIVE OF YOUR WEALTH. IF YOU HAVE LITTLE, GIVE OF YOUR

	29-07-2022	HEART. ARAB PROVERB Kargil Vijay Divas – 26 th July INDRADHANUSH 22
15	01-08-2022	TALENT WINS GAMES, BUT TEAM WORK AND INTELLIGENCE WIN CHAMPIONSHIPS.
	05-08-2022	MICHAEL JORDAN. International Friendship Day – 3 rd August Friday : Making a tricolor food item (Montessori – PSII) Inter House Competition on Mera Bharat Mahaan – Yesterday, Today and Tomorrow (I-II) Practice for exeBIT (3-12)
16	08-08-2022	NOTHING HAPPENS UNLESS FIRST A DREAM. CARL SANDBURG
	12-08-2022	exeBIT 22
17	15-08-2022	EDUCATION IS NOT THE FILLING OF A PAIL BUT THE LIGHTING OF A FIRE. WILLIAM BUTLER YEATS
	19-08-2022	World Photography Day – 19 th August
18	22-08-2022	THE PUPIL WHO IS NEVER REQUIRED TO DO WHAT HE CANNOT DO, NEVER DOES WHAT HE CAN DO. JOHN STUART MILL.
	26-08-2022	Sanskrit Day – 24 th August
19	29-08-2022	WE WILL EITHER FIND A WAY, OR MAKE ONE. HANNIBAL
	02-09-2022	National Sports Day – 29 th August Friday : Recitation Competition (PSI – PSII) ; Inter House Elocution Competition on Sanskrit Day (I-II)
20	05-09-2022	THE ANSWERS YOU GET FROM LITERATURE DEPEND UPON THE QUESTIONS YOU POSE. MARGARET ATWOOD.
	09-09-2022	
21	12-09-2022	RUDENESS IS THE WEAK MAN'S IMITATION OF STRENGTH. ERIC HOFFER.
	16-09-2022	National Hindi Day – 14 th September ; International Day of Democracy – 15 th September
22	19-09-2022	YOU MAY ENCOUNTER MANY DEFEATS, BUT YOU MUST NOT BE DEFEATED. MAYA ANGELOU.
	23-09-2022	International Day of Peace – 21 st September Friday : Fancy Dress – Go as you like (Montessori to PS-II) Inter House Dance with theme Competition (3-5) Inter House Abhilasha Logo Designing competition (6-8)
23	26-09-2022	IT IS MANLIKE TO PUNISH BUT GODLIKE TO FORGIVE.
	30-09-2022	World Tourism Day – 27 th September ; World Heart Day – 29 th September Friday : Inter House Durga Puja celebration competition (1-2) You Have talent (9-12)
Durga Puja Break		
24	12-10-2022	HALF THE FAILURES IN LIFE ARISE FROM PULLING IN ONE'S HORSE AS HE IS LEAPING.
	14-10-2022	JULIUS AND A. HARE. BAGLESS DAYS (III-VIII)
25	17-10-2022	EVERY FORMULA WHICH EXPRESSES A LAW OF NATURE IS A HUMN OF PRAISE TO GOD. MARIA MITCHELL
	21-10-2022	Global Handwashing Day – 15 th October ; World Food Day – 16 th October BAGLESS DAYS (III-VIII) ABHILASHA 22; LSA MUN 22
Diwali Break		
26	31-10-2022	NO PERSON WHO IS ENTHUSIASTIC ABOUT HIS WORK HAS ANYTHING TO FEAR FROM LIFE. SAMUEL GOLDWYN.
	04-11-2022	
27	07-11-2022	THOSE WHO STAND FOR NOTHING FALL FOR ANYTHING. ALEX HAMILTON
	11-11-2022	Friday : Poster Designing on Kindness (PS-I to Class 2)
28	14-11-2022	I'VE STARTED SO I'LL FINISH. MAGNUS MAGNUSSON.
	18-11-2022	Children's Day Celebration – 14 th November International Student's Day – 17 th November
29	21-11-2022	THERE ARE SOME THINGS YOU LEARN BEST IN CALM, AND SOME IN STORM. WILLA



	25-11-2022	CATHER. FOUNDER'S DAY
30	28-11-2022	LEARNING IS NOT ATTAINED BY CHANCE, IT MUST BE SOUGHT FOR WITH ARDOR AND ATTENDED TO WITH DILIGENCE. ABIGAIL ADAMS.
	02-12-2022	
31	05-12-2022	GENIUS DOES WHAT IT MUST, AND TALENT DOES WHAT IT CAN. Navy Day – 4 th December Friday : Christmas Craft to celebrate Christmas (Montessori to PS-II) Inter House Chess Competition (Classes 1 and 2)
	09-12-2022	
32	12-12-2022	THERE IS NO ROAD SO SMOOTH THAT IT HAS NO ROUGH SPOTS. PANAMANIAN PROVERB
	16-12-2022	
33	19-12-2022	IN TROUBLE TO BE TROUBLED, IS TO HAVE YOUR TROUBLE DOUBLED. DANIEL DEFOE. Mathematics Day – 22 nd December ; Kisan Divas – 23 rd December Christmas Celebration
	23-12-2022	
Winter Break		
34	03-01-2023	HOPE IS A GOOD BREAKFAST, BUT IT IS A BAD SUPPER. FRANCIS BACON. Day of Silence – 3 rd January
	06-01-2023	
35	09-01-2023	A MAN MAY DIE, NATIONS RISE AND FALL, BUT AN IDEA LIVES ON. JOHN F. KENNEDY. Laughing Day – 10 th January ; National Youth Day – 12 th January Friday : Book Mark Designing (PS-I & PS-II) Inter House Drama Competition Favourite Tales (Classes 1 & 2) Project Citizen (9-12)
	13-01-2023	
36	16-01-2023	NOTHING GREAT WAS EVER ACHIEVED WITHOUT ENTHUSIASM. RALF WALDO EMERSON. Army Day – 15 th Jan Friday : Project Citizen (3-5) Project Citizen (6-8)
	20-01-2023	
37	23-01-2023	EDUCATION MAKES PEOPLE EASY TO LEAD, BUT DIFFICULT TO DRIVE; EASY TO GOVERN, BUT IMPOSSIBLE TO ENSLAVE. H. P. BROUGHAM
	27-01-2023	
38	30-01-2023	NOT TO KNOW IS BAD. NOT TO WISH TO KNOW IS WORSE. WOLOF WEST AFRICAN PROVERB. Martyr's Day – 30 th January ; Street Children's Day – 31 st January ; National Girl Day – 2 nd February ; World Cancer Day – 4 th February Friday : Spin a Tale – Story Narration Competition (PS-I & PS-II)
	03-02-2023	
39	06-02-2023	THE DIFFICULT IS DONE AT ONCE, THE IMPOSSIBLE TAKES A LITTLE LONGER. ANTHONY TROLLOPE
	10-02-2023	
40	13-02-2023	SUCCESS HAS MANY PARENTS, BUT FAILURE IS AN ORPHAN. AMERICAN PROVERB.
	17-02-2023	
41	20-02-2023	PERSONAL MOTTO: HONESTY, INDUSRY, CONCENTRATION. ANDREW CARNEGIE. Friday : Photo Frame Craft – Class Memento (Montessori to PS-II) Inter House Quiz Competition (Classes 1 & 2)
	24-02-2023	
42	27-02-2023	ANGER IS NEVER WITHOUT AN ARGUMENT, BUT SELDOM WITH A GOOD ONE. LORD HALIFAX. National Science Day – 28 th February
	03-03-2023	
43	06-03-2023	AN ANGRY MAN OPENS HIS MOUTH AND SHUTS HIS EYES. CATO THE ELDER.
	10-03-2023	
44	13-03-2023	LITTLE MINDS ARE TAMED AND SUBDUED BY MISFORTUNE; BUT GREAT MINDS RISE ABOVE IT. WASHINGTON IRVING.
	17-03-2023	
45	20-03-2023	FOR EVERY PROBLEM UNDER THE SUN, THERE IS A REMEDY, OR THERE'S NONE. IF THERE'S ONE THEN GO AND FIND IT, AND IF NOT THEN NEVER MIND IT. ANONYMOUS.
	24-03-2023	
46	27-03-2023	EDUCATION IS A WEAPON, WHOSE EFFECT DEPENDS ON WHO HOLDS IT IN HIS HANDS AND AT WHOM IT IS AIMED. JOSEPH STALIN
	31-03-2023	

**EXAMINATION SCHEDULE****Montessori To Class II**

SEMESTER	WEEK NOS.	DATE	OPEN HOUSE
Semester I	1 - 13	01.04.2022 - 22.07.2022	16
Semester II	14 - 28	25.07.2022 - 18.11.2022	31
Semester III	29 - 43	21.11.2022 - 10.03.2023	45

Class III to V

TERM	EXAMINATION	WEEK NOS.	DATE	OPEN HOUSE
Term I	Project / Unit Test 1	7 - 8	09.05.2022 - 17.06.2022	15
	Subject Enrichment Activities, Assignments	1 - 10	01.04.2022 - 01.07.2022	
	Unit Test 2	11 & 12	04.07.2022 - 15.07.2022	
	Mid Term Examination	19 & 20	29.08.2022 - 09.09.2022	23
Term II	Project / Unit Test 3	24 & 25	12.10.2022 - 21.10.2022	35
	Subject Enrichment Activities, Assignments	21 - 30	12.09.2022 - 02.12.2022	
	Unit Test 4	31 & 32	05.12.2022 - 16.12.2022	
	Common Annual School Examination	41 - 43	20.02.2023 - 10.03.2023	45

Class VI to VIII

TERM	ASSESSMENT	WEEK NOS.	DATE	OPEN HOUSE
Term I	Subject Enrichment, Project, Activities, Assignments	1 - 10	01.04.2022 - 01.07.2022	15
	Unit Test I	11 & 12	04.07.2022 - 15.07.2022	
	Mid Term Examination	18 - 20	22.08.2022 - 09.09.2022	23
Term II	Subject Enrichment, Project, Activities, Assignments	21 - 30	12.09.2022 - 02.12.2022	35
	Unit Test II	31 & 32	05.12.2022 - 16.12.2022	
	Common Annual School Examination	41 - 43	20.02.2023 - 10.03.2023	45

**Class IX**

Sl. No.	ASSESSMENT	WEEK NOS.	DATE	OPEN HOUSE
1	Subject Enrichment, Project, Activities, Assignments, Portfolios	1 - 10	01.04.2022 - 01.07.2022	15
	Periodic Test 1	7 & 8	09.05.2022 - 17.06.2022	
2	Periodic Test 2	12 & 13	11.07.2022 - 22.07.2022	
3	Term I	19 & 20	29.08.2022 - 09.09.2022	23
4	Subject Enrichment, Project, Activities, Assignments, Portfolios	21 - 33	12.09.2022 - 23.12.2022	33
5	Periodic Test 3	30 & 31	28.11.2022 - 09.12.2022	
6	Common Annual School Examination	41 - 43	20.02.2023 - 10.03.2023	45

Class X *

Sl. No.	ASSESSMENT	WEEK NOS.	DATE	OPEN HOUSE
1	Subject Enrichment, Project, Activities, Assignments, Portfolios	1 - 10	01.04.2022 - 01.07.2022	15
	Periodic Test 1	7 & 8	09.05.2022 - 17.06.2022	
2	Periodic Test 2	12 & 13	11.07.2022 - 22.07.2022	
3	Term I (internal)	19 & 20	29.08.2022 - 09.09.2022	23
4	CBSE (Term I)	To be announced		
5	Subject Enrichment, Project, Activities, Assignments, Portfolios	21 - 33	12.09.2022 - 23.12.2022	33
6	Periodic Test 3	30 & 31	28.11.2022 - 09.12.2022	
7	Term II (internal) - Pre Board	34 & 35	03.01.2023 - 13.01.2023	38
8	CBSE (Term II)	To be announced		

Class XI

Sl. No.	ASSESSMENT	WEEK NOS.	DATE	OPEN HOUSE
1	Mid Semester 1	19 & 20	29.08.2022 - 09.09.2022	23
2	Term I	25 - 27	17.10.2022 - 11.11.2022	29
3	Mid Semester 2	36 - 37	16.01.2023 - 27.01.2023	39
4	Term II	41 - 43	20.02.2023 - 10.03.2023	45

Class XII*

Sl. No.	ASSESSMENT	WEEK NOS.	DATE	OPEN HOUSE
1	Mid Semester	12 - 13	11.07.2022 - 22.07.2022	16
2	Selections	18 - 20	22.08.2022 - 09.09.2022	23
3	Term I (CBSE)	To be announced		
4	Pre Board	34 & 35	03.01.2023 - 13.01.2023	38
5	Term II (CBSE)	To be announced		



*** Subject to changes as per CBSE guidelines**

III - V : Has a weightage of 5 marks for Attendance in Mid Term & CASE.

Class XI - Join in Week 8 - 13th June '22

Open Book Projects III - X – Week Nos. 7 - 8 & 24 - 25

SPECIAL CLASSES FOR CLASS XII- (Session 23-24) : Week 44 & 45

Week 24 & 25 : Bagless days for class III to VIII



THE COVID PROTOCOL

FOR STUDENTS -

- ❖ Students will report to school as per the roster for their class.
- ❖ Students to wear a N - 95 mask while moving out of the house as a protection during commute and continue to wear the same till they return home from school. Must carry some extra masks to school.
- ❖ Students to wear a fresh set of uniform everyday including socks and ensure that the school shoes are sanitized every day
- ❖ Students to sanitize their bags before coming to school and preferably use the same bag every day.
- ❖ Sharing of tiffin and stationery with friends are not allowed. Cafeteria will remain closed.
- ❖ Students to sanitize their hands before and after using the washroom.
- ❖ Students to wipe their table tops with disinfectant wipes before class starts, before lunch and at the end of the day.
- ❖ Respiratory etiquettes to be followed by every student.
- ❖ Students to carry tissue papers in their bags and use it for coughing/ sneezing.
- ❖ Covid related trash to be put in pedal push bins only.
- ❖ Students are to follow the code of conduct.
- ❖ Number of people in the elevators shall be restricted to only three, duly maintaining social distancing norms. Elevators to be used only during emergency situations according to the lift norms.
- ❖ Usage of toilets and urinals to be done sensibly.

FOR PARENTS -

- ❖ Parents to drop students off at a distance.
- ❖ Undertake passive screening for the child every day.
- ❖ Screen their ward for temperature before leaving for school.
- ❖ Ensure that their ward wears mask and carries hand sanitizer in their bags.
- ❖ Also ensure tissue papers are there in their bags to be used for coughing/ sneezing.
- ❖ Parents to encourage their wards to use sanitizer once they arrive at school. If a child experiences dry or irritated skin with the application of hand sanitizers, such students must use a suitable hand moisturizer or something similar. The students must carry their own sanitizers too.
- ❖ If your ward has any kind of illness, even if it is just a runny nose, they must not come to school. If your ward comes to school unwell, you will be asked to collect them.



- ❖ In limiting the number of adults on the school campus, we encourage you to contact us via e-mail or telephone before visiting. If a face-to-face meeting is required, we request you to contact your ward's HRT to seek an appointment before coming to school.

BY SCHOOL FOR THE STUDENTS -

- ❖ The Administrative department monitors the 360 degree sanitization / fumigation process of the school premises.
- ❖ The floor wise cleaning plan is being monitored and inspected daily by the in charges.
- ❖ Thermal scanning will be done by our security staff at the time of entry into the school.
- ❖ The student's desk will be marked and students will be made to sit at the designated place every day.
- ❖ There will be a strong focus on ensuring good health and hygiene practices – like hand washing and all will be regularly reminded to wash their hands with soap and water or use an alcohol-based hand sanitizer.
- ❖ Touch less hand-sanitizing stations have been placed at entrances and common areas like corridors, washrooms to promote regular hygiene practices among all.
- ❖ Door & windows will be kept open, AC will not be used in classrooms.
- ❖ All the display boards in school have been covered with plastic.
- ❖ All teachers will sanitize their hands before entering their class and carry their own chalk, duster, marking pens.
- ❖ Movement of students has been marked by paint and stickers.
- ❖ Marks are there on the staircase to prevent touching the handrail.
- ❖ A COVID isolation room has been created on the 2nd floor.