

Cir. /2024-25/ 60

March 21, 2025

Dear Parents/Guardians,

We are grateful for your unwavering support and co-operation. Your help and encouragement make a significant difference in our students' lives. We appreciate the trust you have placed in us and are grateful for your partnership in providing a quality education for our children.

As we continue to navigate the complexities of the 21st century, it's essential that we acknowledge the significant impact of technology on young minds. While technology offers numerous benefits, it's crucial that we promote its imperative yet judicious use among our students.

At our Academy we integrate technology as a facilitator of learning – enhancing critical thinking, problem solving and innovation, while ensuring that students develop self-discipline and mindfulness in its usage.

In line with the changing landscape of the education sector, our curriculum now incorporates skill-based subjects aimed at developing essential skills amongst our students. These skills will empower them to face future challenges with confidence and resilience.

At our institution, we emphasize the importance of discipline, respect, and collaboration among students. We encourage our students to respect each other's ideas, foster a spirit of teamwork, and develop effective communication and creativity skills. By fostering an inclusive and respectful atmosphere, we prepare our students to be compassionate leaders and responsible citizens of the future.

We also believe that it's essential for our students to be resilient and accept failures as an integral part of the learning process. By doing so, they'll develop the grit and determination needed to overcome obstacles and achieve their goals. This mind set will help students to navigate uncertainties and emerge stronger in their personal and professional journeys and transform them into job providers rather than job seekers.

By instilling an entrepreneurial spirit, problem solving capabilities and leadership qualities, we aspire to develop innovators who can create opportunities, contribute to society and drive progress.

We remain committed to shaping individuals who are not only skilled professionals but also visionary thinkers ready to shape the world ahead.

We encourage our students to approach the new academic year with confidence, curiosity and with excitement to see the incredible things they will accomplish and the person they will become. Thanks parents we look forward to continuing our journey together to provide safe, supportive and stimulating environment to our children.

Ultimately, our goal is to equip our students with the skills, knowledge, and attitude

For Lakshmipat Singhania Academy

Meena Kak

Director

This academic session has been a journey of growth, learning, and achievements. We take immense pride in sharing some of the key milestones.

- Students of our Academy had been on a winning streak as they clinched the International Space Settlement Design Competition for the sixth time this year.
- Our students won the Platinum Award at the International Cyber Fair among the various projects that were submitted globally. This year's project was a tribute to 100 years of Sukumar Ray's Abol Tabol.
- In the Co-Ed Day School category of the Education World India School Rankings, our Academy has been ranked 1st in West Bengal and 10th in India.
- The Telegraph Education Foundation awarded us with the prestigious Award for Excellence in Academics (CBSE) and Award for Excellence in Extra Curricular Activities along with Honour Certificate for Social Service and Certificate for Appreciation for A School That Cares.
- The school has been crowned as the Most Technically Advanced School and the School for Innovative Learning Methods in West Bengal at the National School Awards.
- We have been awarded with the School of Excellence Award by Student Outreach.
- For redefining excellence in the Best Results category (CBSE), the Academy has been honoured with the prestigious Gurukul Award, along with Vanshika Kothari receiving the CBSE Kolkata Region Topper title.
- It was indeed a proud moment for the school to be recognised at Beyond the Edifice of Learning by The Times of India.
- We have received the India School Merit Award for Student Advancement and Mentoring and the coveted Trailblazer Award for School of the Year along with being recognised among the Top 5 CBSE Schools in West Bengal.
- We have been awarded the Best School of the Year at the International Eminence Award ceremony.
- Our journey in the field of technology has been equally inspiring. With a strong emphasis on digital literacy, artificial intelligence, and robotics, our students have triumphed in global tech competitions and hackathons, demonstrating their prowess in futuristic innovations.
- Our all-girls team Rural Tech has secured the 2nd place at the Young Innovator's Program organised by IIT Kharagpur.

- Our project has been recognised as one of the Top 3 in the Impact Shapers-AIoT category at the India AI Impact Festival 2024 hosted by INSPIRE-MANAK, Department of Science and Technology, Atal Innovation Mission, NITI Aayog among others.
- Beyond academics and technology, sports has been an integral part of our holistic development approach. Our Under-14 Girls Basketball team won the championship title at the CBSE Basketball Tournament Cluster II, along with the Under-11 Boys Chess team emerging champion in the zonal round of CBSE Far East Zone Chess Championship.

These victories underscore the importance of discipline, teamwork, and resilience—qualities that extend far beyond the playing field and into every sphere of life.

IMPORTANT INFORMATION FOR THE ACADEMIC SESSION 2025 - 26

- 1) Section allocation for the Academic Session 2025-2026 is given in the report card.
- 2) House allocation of Class I is mentioned in the report card.
- 3) Book list and date schedule for collection of books is attached in this circular.
- 4) Forms for Choice of Special Activity (Classes III - XII) and 3rd Language (Class V) have been attached.
- 5) Child Profile form is to be filled up by the Parents / Students of classes III, VI, IX & XI
- 6) 4 passport size photographs in regular school uniform to be submitted to the HRT by 25th April, 2025. Photograph should be taken in school uniform not before 1st April, 2025.
- 7) A link for uploading all information related to Escort/ Identity card will be shared soon.
- 8) Details, student's attendance, class diary, TR sheet, fee details, report card etc. about all classes will be available on Campuscare. The process for accessing the same will be notified by the HRT in the reopening week.
- 9) The old ID & Escort Cards will be valid till your ward gets the new ones from school.
- 10) The old ID and Escort card to be returned to the HRT on issuance of the new ID and Escort card.
- 11) Leave format, given in the website, to be downloaded and used for leave take (more than 2 days).

Hard copies of the following are to be submitted on the re-opening day to the HRT.

- a) 1st page of the Final Report Card (Mark Statement) of the last academic session from Class I onwards.
- b) Health Card
- c) Special Activity Format (III - XII)
- d) 3rd Language Format (Class V)
- e) Child Profile (III, VI, IX, XI) & new students from Class III onwards
- f) Consent Form (Use of photographs/video/audio)

BOOKS, EXERCISE BOOKS AND STATIONERY:

EXERCISE BOOKS / WORKSHEETS MUST BE BOUGHT FROM THE RECOMMENDED VENDORS - SWAYAMBHAR BOOK STORE (For Montessori to Class V) / ORIENTAL PUBLISHERS & DISTRIBUTORS (For Class VI onwards). Text Books / stationery may be procured from the recommended vendor or any other source. Please check the school website for the booklist.

FEES:

Fees for the first Quarter of the Academic Session 2025 - 26 will have to be paid ONLY BY ONLINE MODE and any time from **5th April 2025 to 15th April 2025**. All procedural details regarding online payment appear on the school website www.lsakolkata.com. School fee structure for various class groups for the academic session 2025 - 26 is available on the said website (Mandatory Public Disclosure section). Relevant rules also appear in the Academic Planner available on the website.

DATES FOR COLLECTION OF BOOKS AND STATIONERY**MONTESSORI TO CLASS V (2025-2026)**

Text Books, Exercise Books, Recommended books, Worksheet & Stationery will be available at:

Swayambhar

94, P. Majumder Road, (Indu Park), Kolkata - 700 107

(Opposite Simens after Gitanjali Stadium)

Phone: 033 2441-3248/4861/4862

Exercise Books / Recommended books / Worksheets must be bought from the recommended vendor Swayambhar Book Store.

Parents can purchase Text Books / Stationery items from them or others.

Please check the school website for the booklist of all classes.

Dates	09:00 - 11:00	11:00 - 01:00	01:00 - 03:00	03:00 - 05:00
22.03.2025	Montessori	Montessori		
22.03.2025			PS-I	PS-I
23.03.2025	PS-II-A	PS-II-B	PS-II-C	PS-II-D
24.03.2025	PS-III-A	PS-III-B	PS-III-C	PS-III-D
25.03.2025	I-A	I-B	I-C	I-D
26.03.2025	II-A	II-B	II-C	II-D
27.03.2025	III-A	III-B	III-C	III-D
28.03.2025	IV-A	IV-B	IV-C	IV-D
29.03.2025	V-A	V-B	V-C	V-D
30.03.2025	All Classes	All Classes	All Classes	All Classes
01.04.2025	All Classes	All Classes	All Classes	All Classes

Parents are requested to strictly adhere to the time slots given to avoid overcrowding at the venue. No loose items will be available for purchase during this period except 30/03/2025 and 01/04/2025.

DATES FOR THE COLLECTION OF BOOKS AND STATIONERY**Classes VI – XII (2025 – 2026)**

Text Books, Exercise Books, recommended books, Worksheets & Stationery will be available at:

VENUE:**MY SCHOOL BOOK STORE****(A UNIT OF ORIENTAL PUBLISHERS & DISTRIBUTORS PVT. LTD.)****68A/2, PEARY MOHAN ROY ROAD, CHETLA****NEAR 24 PALLI DURGA PUJA (YUBA SANGHA CLUB), KOLKATA - 700027****CONTACT NO: - 8910499817**

Exercise Books / Worksheets must be bought from the recommended vendor Oriental Publishers & Distributors Pvt. Ltd. and may purchase Text Books / Stationery items from them or any others. Kindly check the website for the booklist.

Dates	09:00 a.m. -	11:00 a.m. -	01:00 p.m. -	03:00 p.m. -
	11:00 a.m.	01:00 p.m.	03:00 p.m.	05:00 p.m.
22.03.2025	X-A	X-B	X-C	X-D
23.03.2025	VI-A	VI-B	VI-C	VI-D
24.03.2025	VII-A	VII-B	VII-C	VII-D
25.03.2025	VIII-A	VIII-B	VIII-C	VIII-D
26.03.2025	IX-A	IX-B	IX-C	IX-D

Those who are not able to collect Text Book / Stationery items on the above mentioned dates; they may also collect as per the following schedule.

Dates	09:00 a.m. - 11:00 a.m.	11:00 a.m. - 01:00 p.m.	01:00 p.m. - 03:00 p.m.
27.03.2025	VI	VII	VIII
28.03.2025	IX	X	XII

Collection of books/exercise books for **class XI** will be on 3rd & 4th April 2025
(09:00 am - 03:00 pm)

MEAL MENU

Dear Parents,

We believe that along with nurturing the minds of the children the body needs nourishment too.

We have designed a meal plan for your kind reference. You may vary the plan as per your ward's likes and dislikes. Just ensure that the meal is healthy.

Monday	* Puri Or Roti, Sabji / Stuffed Paratha / Chilla Or Vegetable Sandwich / Pav Bhaji
	*Any Seasonal Fruit
Tuesday	*Poha / Upma /Idli / Sandwich / Vegetable Or Paneer Cutlet With Garlic Bread
	* Sprouted Moong - Chana Or Nuts
Wednesday	*Chirwa Pulao / Cheese Toast Or Stuffed Toast / Baked Beans And Toast / Bread Pulao / Uttapam
	*Fruit Salad
Thursday	*Vegetable Fried Rice / Brown Bread Sandwich / Roti Or Puri-Sabji / Vegetable Roll
	*Sweet – Sandesh/ Barfi
Friday	*Their Favourite Food Items

N.B. Children should bring a napkin daily to school.

NEWSPAPER SUBSCRIPTION

Dear Parents,

Empowering students with new cutting-edge knowledge through various educative and informative activities is a commitment and tradition of our Academy. It not only nurtures progress and innovation, but also serves as a catalyst of education and interaction, as well as a window into the minds of the quintessential Indian youth.

We wish to continue the tradition of reading newspapers and using it as a teaching tool in the classes and have scheduled the payment therefore as denoted below :-

CLASSES	NAME OF THE SUBSCRIPTION	SUBSCRIPTION AMOUNT
PS II, PS III, I	TELEKIDS	Rs. 100
II	TTIS	Rs. 300
III, IV, V	THE TIMES OF INDIA - NIE	Rs. 500
VI	THE HINDU YOUNG WORLD	Rs. 450
VII & VIII	THE TIMES OF INDIA - NIE	Rs. 500
X & XII	THE TELEGRAPH YOUNG METRO	Rs. 350
IX & XI	THE TELEGRAPH YOUNG METRO	Rs. 450

PROCEDURE FOR PAYMENT:

Bills for the Newspaper Subscription shall be uploaded on the Isacampuscare.in platform along with the fees of the first quarter, under the Miscellaneous column.

NOTICE FOR 3rd LANGUAGE : CLASS V

Dear Parents,

Kindly fill in the consent form indicating the choice of 3rd Language subject for your ward, as per the guidelines given below -

- Students who have **Bengali as their 2nd Language** can only opt for Hindi as their 3rd Language.
- Students with **Hindi as their 2nd Language** are requested to mention their 1st and 2nd choice. The options for 3rd Language offered are Bengali and Sanskrit.
- This form is to be submitted to the HRT on **Tuesday, 1st April 2025**.

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CONSENT FORM (to be handed over to the HRT on the reopening day)

I hereby would like to confirm that my ward _____
of Class V Section _____ will be opting for 1) _____ 2) _____
as his/her 3rd Language.

Parent's Name: _____ Signature: _____

Date: _____

SPECIAL ACTIVITIES (FOR CLASSES III - XII)

Kindly give your 1st and 2nd preferences and submit to the HRT on 1st April 2025.

Sr. No	III-V	Sr. No	VI – VIII	Sr. No.	IX & X	Sr. No.	XI & XII
1	Cookery	1	Cookery	1	MUN	1	Chess
2	Pottery	2	Fine Art	2	Western Dance	2	Personality Development
3	Craft	3	Mathematics	3	Fashion Designing	3	Western Dance
4	Chess	4	Chess	4	Entrepreneurship	4	MUN
5	Science Club	5	Western Vocals	5	Moot Court	5	Fine Arts
6	Eastern Dance	6	Western Dance	6	Cookery	6	Cookery
7	French	7	Eco Club and Soil Management	7	Journalism	7	Maths Club
8	Western Vocals	8	Financial Literacy	8	Tinker Works	8	Basket Ball
9	Eastern Vocals	9	Audio Video Editing	9	Financial Literacy	9	Skipping
10	German	10	Tinker Works	10	Basket Ball	10	Journalism
11	Skipping	11	Basket Ball	11	Skipping	11	Pottery
12	Personality Development	12	Skipping	12	Guitar	12	Guitar
13	Quiz	13	Photography	13	Drums	13	Drums
		14	Pottery	14	Quiz	14	Quiz
		15	Guitar	15	Photography	15	Photography
		16	Drums	16	Pottery		
		17	Quiz				

N.B. – A selection round will be held for Quiz, Basketball and Skipping as a Special activity.
Students opting for Photography must bring a DSLR camera during the class.

Student's Name :	1 st preference :
Class & Section:	2 nd preference :
Date :	Parent's Signature :

TO BE FILLED IN BY THE HRT

SPECIAL ACTIVITY ALLOTTED – _____

HRT's SIGNATURE - _____

HEALTH CARD

Please fill up the following details of your child, and submit the medical reports (if any) to the HRT by **Tuesday, 1st April, 2025.**

Name _____ Gender _____ Class _____ Sec _____ Age _____

Height in cm _____ Weight in kg _____ Blood Group _____ Admission no _____

(* Vision: L: -----/6 R: -----/6

Medical Information

a: Oral Hygiene _____

b. Blood Pressure _____

c. Allergy-specify if any _____

d. Recent injuries, if any _____

e. (*) Brain / Spinal Cord Injury if any _____

f. Communicable disease infected with, mention name if applicable _____

g. (*) Chronic / Critical diseases, if any _____

h. Vaccinations (tick against immunizations given)

1. BCG 2. HEPATITIS B 3. ORAL POLIO 4. CHICKEN POX 5. DPT 6. TETANUS 7. TYPHOID

8. HEPATITIS A 9. MMR 10. Covid 11 Any other _____

- Does your child take any special medicine: YES / NO .
If yes, specify with reason _____
- Would you like to keep the special medicine with infirmary in-charge with dosage specified? YES / NO
- Does your child wear contact lenses? Yes / No
- Does your child have limitations on any physical activity? Yes /NO : _____ kindly specify the limitation, (if any) _____

In case of an emergency please contact:

Contact Person's Name & Relation _____ Phone no. _____

I hereby give consent for emergency measures to be initiated in case of an accident or sudden illness.

I certify that all information furnished on this card is complete and correct.

Signature of the Mother _____ Signature of the Father _____

Relationship with the student _____

(* Medical Reports – Vision / Chronic / Critical Diseases, Brain / Spinal Cord Injury submitted: YES /NO

CONSENT FORM (Session 2025-26)

[For Photographs/ Audio recordings / Video Footage]

Dear Parents/ Guardian,

We wish to seek your permission for capturing photographs/audio/video footage of your ward during the School events / classroom activities. These will be published on the school website, other digital platforms and newspapers for showcasing their talents and motivating our students.

Kindly note, there are third parties that would be able to view the photographs.

While signing the attached form below, you agree to the following:

1. The school can use the photographs, audio recordings and video footage or all three of your ward as and when required in the ways mentioned above.
2. The school will use your ward's photograph, audio recordings, video footage or samples of his / her work for educational purpose and not for any commercial use.
3. All such photographs, video or audio recordings and any reproduction thereof shall remain the property of the school.

IT Dept. LSA

PARENTAL CONSENT AND AUTHORIZATION (Session 2025-26)

[For Photographs/ Audio recordings / Video Footage]

Full Name of the Student: _____

Class _____ Section _____ Admission Number _____

Consent given: YES NO

Full Name of Guardian/Father: _____ Full name of Mother _____

Signature of Guardian/Father: _____ Signature of Mother _____

Date: _____

LEAVE APPLICATION - STUDENTS

Name of the student	
Class & Section	
Admission Number	
Dates of Absence	
Reason for absence	
Parent's Phone number	
Name of the HRT	
Date of submission	

Note :

1. Leave Application to be submitted in the above format for availing leave for more than 2 days.
2. For Sick Leave, a Medical Certificate from a registered Medical Practitioner MUST be scanned and attached along with the Leave form.
3. Must be sent from personal registered email id only to office@lsakolkata.com



Lakshmipat Singhania Academy

12B, Alipore Road, Kolkata – 700 027, Phone: 2479 3600

Mother's
Photograph

Father's
Photograph

Student's
Photograph

Guardian's
Photograph
(Only if
applicable)

CHILD PROFILE

Pupil's Name : _____ Boy/Girl Date of Birth: _____

Class : _____ Sec: _____ Session: _____ Admission No. _____ Blood Group: _____

TO BE FILLED UP BY THE PARENTS

- Father's name: _____ Occupation: _____
- Mother's name: _____ Occupation: _____

1. What are your child's strengths and concern areas, in your opinion?

2. How much time do you devote to your child? What activities do you do together?

3. How do you ensure emotional wellbeing of your child?

4. Are there any specific concerns or issues you would like us to be aware of?

5. How would you contribute in school activities?

6. How do you ensure your child uses technology judiciously?

7. How does your child spend their free time at home?

8. What are your expectations from your child's education?

9. How does your child respond to setbacks or challenges in their learning?

10. Kindly mention if any strategies that have been successful in supporting your child's learning in the past?

Signature of Parent / Guardian

Date

THIS PORTION TO BE ATTEMPTED BY THE CHILD ONLY [CLASS III AND ABOVE]

NOTE: There are no 'Right' and 'Wrong' answers because everyone has the right to his / her own view. For the best results answer truthfully.

1. What strategies do you adopt to overcome your area of concern?

AREAS OF CONCERN [1] _____

[2] _____

2. How will you bring collaborative spirit among your classmates?

3. How would you help the new entrants of your class to settle in the new environment?

4. Mention one strength of your school that you admire.

5. What do you wish to change in the school environment?

6. What are your hobbies/interest outside of school?

7. What are your favourite subjects/activities in school?

8. What would you do if you see a particular child being bullied by some other child/children?

9. How do you learn best (e.g. auditorily, visually, hands on)?

10. What are your goals or aspirations as of now?

11. What challenges do you face at home or in school and how do you overcome them?

12. What kind of help do you need from school to develop your personality and be ready to face the challenges of life?

Signature of student

Date