



Cir. /2022-23/26

March 24th, 2023

LAKSHMIPAT SINGHANIA ACADEMY
12-B, ALIPORE ROAD, KOLKATA 700 027

Dear Parents,

We extend our sincerest appreciation to you for being by our side and helping us emerge from the strange fog of Covid-19 and restoring the institution to its pre-pandemic status. It is heartening to witness the students' hard work, perseverance, and innovative bent of mind. It assures us that in the forthcoming years, our students would continue to dream, grow, learn and long for a better world, just as parents and teachers will continue to nurture students to discover their purpose and scale the mountain of hope.

It is with immense pleasure that we announce Ms. Jaya Misra as the Principal of our Academy. We believe that her perseverance and ability to face challenges would help the Academy to reach more milestones.

At LSA, we believe every choice yields a new discovery. Students' efforts in the Atal Tinkering programme and the Asian Space Settlement Design Competition ascertains the thought.

Our academy received the Certificate of Establishment for successfully establishing **School Innovation Council** as per the guidelines of Innovation Cell, Ministry of Education, and Government of India. This council is created to foster creative thinking, design thinking, ideation, innovation, patents, problem solving and entrepreneurial mind set among students. The Academy emerged as the top pan India team at the **Kidex** Competition in the Winter session. At the **Education World India** School Rankings too, the school maintained its rank as No. 2 in West Bengal and No. 2 in Kolkata among the co-ed day schools by Education World. At the **Grand Jury Rankings**, by Education World, the Academy has been ranked as No. 2 in India, and at No. 1 in West Bengal and Kolkata in the Career Counselling Leaders category. At **Global School Award**, organized by AKS Education, our Academy was declared as 'Best in Online & Hybrid Teaching'. The school was awarded as the 'Most Innovative School of 2022' in West Bengal once again, at the **National School Awards. Help Age India** has awarded a Plaque of Recognition for the long standing support to the elder cause in the Eastern Region. At the **Gurukul Awards**, the school was declared as the School of the Year in the CBSE category. At the **Telegraph School Awards 2022**, organized by The Telegraph Education Foundation, the school won the Award for Extra Curricular Activities. At the **INTACH FILMIT 2022-23 Awards**, the



Academy won in these two categories this year - the Best Visuals and the Best Narration.

Experience equips one to ascend higher. With that thought and the National Education Policy in mind, our curriculum engages the learners in direct experience and focused reflection to prepare the students for life: training them in life skills, meeting new challenges, being resilient, and developing collaborative spirit. We are shifting from content to competence, rote memorization to application based learning, thereby providing a real-world stimulus for learning. Curriculum integration across various disciplines, especially music, visual art enables learners to think deeply and critically.

Technology has become a ubiquitous part of learning. However it shouldn't diminish their creative faculty. While students are encouraged to be technologically inclined, they are cautioned against becoming overly reliant on it. We suggest parents to spend more time interacting with their wards, try to connect them with nature, monitor the online activities of the students, and foster trust within the family.

We seek your support in enabling the students develop values and cultivate principles that transcend personal achievements. May they pursue knowledge that creates a sustainable future while advancing the society.

For Lakshmi Pat Singhania Academy

Meena Kak

Director



LAKSHMIPAT SINGHANIA ACADEMY, KOLKATA

IMPORTANT INFORMATION FOR THE ACADEMIC SESSION 2023-24

- 1) Section allocation for the Academic Session 2023-2024 is given in the report card. House allocation of Class I is also mentioned in the report card.
- 2) Book list and date schedule for collection of books is uploaded on the school website for your perusal.
- 3) Choice of Special Activity (Classes III – XII) and 3rd Language (Class V) has been attached.
- 4) 4 passport size photographs in regular school uniform to be submitted to the HRT by April 24th, 2023. Photograph should be taken in school uniform not before April 1st, 2023.
- 5) Child profile uploaded on the school website to be filled up by the Parents / Students of all classes from III onwards and copy to be submitted to the HRT on reopening of the school.

BOOKS, EXERCISE BOOKS AND STATIONERY:

EXERCISE BOOKS / WORKSHEETS MUST BE BOUGHT FROM THE RECOMMENDED VENDORS - SWAYAMBHAR BOOK STORE / ORIENTAL PUBLISHERS & DISTRIBUTORS. 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 2023 -24 shall have to be paid ONLY BY ONLINE MODE and any time from 12th April 2023 to 10th May 2023. 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 2023-24 is available on the said website (Mandatory Public Disclosure section). Relevant rules also appear in the Academic Planner available on the website.

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

- 3rd Language Format (Class V only)
- Health Card
- Choice of Special Activity (III-VIII)
- Child Profile (III onwards)
- 1st page of the Final Report Card of the last session duly signed by the parents (Class I upwards)



LAKSHMIPAT SINGHANIA ACADEMY, KOLKATA

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	NO. OF COPIES	SUBSCRIPTION AMOUNT
PS II - II	Telekids	50	Rs. 100
III	TTIS	50	Rs. 260
IV – X	NIE	160	Rs. 480
XI - XII	Young Metro	100	Rs. 200

PROCEDURE FOR PAYMENT:

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



LAKSHMIPAT SINGHANIA ACADEMY, KOLKATA

MEAL MENU (2023 – 24)

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 Fruit
Tuesday	*Poha / Upma /Idli / Sandwich / Veg 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
Friday	*Their Favourite Food Items

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



LAKSHMIPAT SINGHANIA ACADEMY

12-B, ALIPORE ROAD, KOLKATA - 700 027

DATES FOR COLLECTION OF BOOKS AND STATIONERY

Montessori to Class V (2023-2024)

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

Swayambhar

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

107 (Opposite Siemens, 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 may purchase Text Books / Stationery items from them or others.

Please check the website for the booklist of all classes

Preschool I to Class II must deposit the stationery to their respective Home Room Teachers on the first day of the session (03.04.2023)

Montessori to deposit their worksheets and stationery to their Home Room Teacher on 04.03.2023

DATE	09:00 a.m.– 11:00 a.m.	11:00 a.m. – 01:00 p.m.	01:00 p.m. – 03:00 p.m.	3:00 p.m. – 05:00 p.m.
19.03.2023	Montessori			
20.03.2023	Preschool I			
25.03.2023	PSIIA	PSIIB	PSIIC	PSIID
26.03.2023	IA	IB	IC	ID
27.03.2023	IIA	IIB	IIC	IID
28.03.2023	IIIA	IIIB	IIIC	IIID
29.03.2023	IVA	IVB	IVC	IVD
30.03.2023	VA	VB	VC	VD
31.03.2023	All classes			
01.04.2023	All classes			
02.04.2023	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 the period except 31.03.23 to 02.04.23



LAKSHMIPAT SINGHANIA ACADEMY

12-B ALIPORE ROAD, KOLKATA 700 027

NOTICE FOR STUDENTS OF CLASS V

Dear Parents,

This is to inform you that as per the pre-requisite put down by CBSE, students are required to select a 3rd Language which will be studied from Class V – VIII. The subjects offered for 3rd Language are German/Sanskrit/ Hindi /Bengali /French. Students who have **Bengali as their 2nd Language** can only opt for Hindi as their 3rd Language. Please mention your 1st and 2nd choices both, as there are fixed seats for each language.

Kindly fill in the consent form indicating the choice of 3rd Language subject for your ward by **Monday, April 03rd, 2023**

For LAKSHMIPAT SINGHANIA ACADEMY

Jayati Goswami
HEADMISTRESS

=====

CONSENT FORM

The Headmistress

LakshmiPat Singhania Academy
12-B Alipore Road
Kolkata 700 027

Dear Madam,

I hereby would like to confirm that my ward _____
of Class _____ Section _____ will be opting for __1) _____ 2) _____ as his/her
3rd Language.

Parent's Name: _____ Signature: _____

Date: _____



LAKSHMIPAT SINGHANIA ACADEMY

12-B, ALIPORE ROAD, KOLKATA – 700027

DATES FOR THE COLLECTION OF BOOKS AND STATIONERY

Classes VI – XII (2023 – 2024)

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

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 Publisher & Distributor.

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

Kindly check the website for the booklist.

Dates	8:30 a.m. – 10:30 a.m.	10:30 a.m. – 12:30 p.m.	12:30 p.m. – 2:30 p.m.	2:30 p.m. – 4:30 p.m.
25/03/2023	XII-A1 & A2	XII-B	XII-C	XII-D
26/03/2023	VI-A	VI-B	VI-C	VI-D
27/03/2023	VII-A	VII-B	VII-C	VII-D
28/03/2023	VIII-A	VIII-B	VIII-C	VIII-D
29/03/2023	IX-A	IX-B	IX-C	IX-D
30/03/2023	X-A	X-B	X-C	X-D

Those who are unable to collect Text Books / Stationery items on the above mentioned dates, they may collect as per the following schedule.

Dates	8:30 a.m. – 10:00 a.m.	10.30 a.m. – 12.00 noon	01.00 p.m. - 03.00 p.m.
31/03/2023	VIII	IX	X
01/04/2023	VI	VII	XII
02/04/2023	VI & VII	VIII & IX	X & XII

Collection of books / exercise books shall be intimated later to Class XI



LAKSHMIPAT SINGHANIA ACADEMY

12-B, ALIPORE ROAD, KOLKATA – 700027

List of Special Activities (Every Friday) for Session 2023-24							
III-V (3rd & 4th Period)		VI-VIII (5th & 6th period)		XI - XII (7th & 8th period)		IX-X (9th & 10th period)	
Sr. No	Activity Name	Sr. No.	Activity Name	Sr. No.	Activity Name	Sr. No.	Activity Name
1	Quiz & Debate	1	Quiz & Debate	1	Quiz and Debate	1	Quiz & Debate
2	Cookery	2	Cookery	2	Chess	2	March Past Training
3	Basket Ball	3	Basket Ball	3	Personality Development	3	Western Dance
4	Handball	4	Handball	4	Public Speaking	4	Fashion Designing
5	Art and Craft	5	Visual Art	5	Design Thinking	5	Nutrition and Dietrics
6	Mathematics	6	Mathematics	6	Cinerama Club	6	Visual Art
7	Chess	7	Chess	7	Photography	7	Financial Marketing and Management
8	Science Club	8	Western Vocals	8	March Past Training and Band	8	Moot Court
9	Keyboard	9	Western Dance	9	Audio Video Editing	9	Design Thinking
10	Eastern Dance	10	Gardening	10	Western Dance	10	Cinerama Club
11	Drama & Miming	11	Photography	11	Fine Arts - Different Mediums	11	Photography
12	French	12	Financial Literacy	12	Western Vocals	12	Public Speaking
13	Design Thinking	13	Fashion Designing			13	Foreign Language
14	Western Vocals	14	Audio Video Editing			14	Personality Development
15	Eastern Vocals	15	Design Thinking			15	Audio Video Editing
		16	Eastern Vocals			16	Basket Ball
		17	Drama & Miming				

Kindly give your 1st and 2nd preferences to the HRT on 3rd April 2023.

1st choice : _____

2nd choice : _____

Parent's signature

Date



Lakshmi Pat Singhania Academy

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

Mother's
Photograph

Student's
Photograph

Father's
Photograph

CHILD PROFILE

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

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

TO BE FILLED UP BY THE PARENTS

1. Does the pupil have some Special Ability / Talent / Interest / Hobbies, naturally gifted or otherwise? If so specify:

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

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

4. Arrange the following in order that you as a parent believe in : a) Physical fitness b) Emotional strength c) Discipline

5. What kind of support do you expect from the school?

6. What kind of support you may give to the school?



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

8. What challenges do you face while monitoring study time of your ward at home?

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 do you do if you see a particular child being bullied by some other child/children?

7. How working in a group helps viz a viz working on your own?

8. Can computer substitute teachers? Comment

9. Name one electronic gadget that you purchased in last one year and how it helped you.

10. What strategies do you adopt to achieve your goals?

Signature of student

Date



LAKSHMIPAT SINGHANIA ACADEMY

12-B, ALIPORE ROAD, KOLKATA 700 027

Please fill up the following details of your child, and submit the medical reports (if any) to the HRT by **Monday, April 3rd, 2023**.

HEALTH CARD

Name _____ Gender _____ Class _____ Sec _____ Age _____

Height in m _____ 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 . Specify, if yes _____
- 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



LAKSHMIPAT SINGHANIA ACADEMY

12-B ALIPORE ROAD, KOLKATA 700 027

Dear Parent,

In continuation of our policy to promote activities, the school is conducting an on-going intensive training programme in selected activities (please see chart annexed).

Training in these activities will be held at school by professionals after school hours. The days and timings are so arranged that a student could avail to opt for training in more than one activity.

Apart from enrolment fee, a nominal periodic fee will be charged for training in each activity payable for consolidated periods of three months, at the beginning of each such period. (Please see chart annexed) Since the training will be extended to a limited number of students, selection will be held on a first-come-first-serve basis. Minimum 15 students must register for any activity to begin.

Kindly send your responses cum consent by filling in the format given below, along with the requisite amount to the OFFICE / HRT on or before Monday, April 3rd, 2023. Payment should be made by cheque in favour of 'Lakshmipat Singhania Academy'.

In case a child withdraws or discontinues mid-period, fees for the consolidated months would be payable and no refund can be made. Discontinuation should be intimated in writing to the school. For any other information, kindly contact Mr. A. Chatterjee at the school office / Mr. Siddhartha S. Chakraborty. Students can attend more than one activity but will have to pay enrollment and training fee for each activity separately.

Training in these activities will commence from **Monday, April 3rd, 2023.**

For LAKSHMIPAT SINGHANIA ACADEMY

Jaya Misra
Vice-Principal

=====

CONSENT FORM

TO BE SUBMITTED TO THE OFFICE / HRT ON OR BY MONDAY, APRIL 3rd, 2023

Dear Madam,

I give my consent regarding training in activities after school hours. I am enclosing the details below for my ward to participate in the activity/activities mentioned below:

Name: _____ of Class _____ Sec _____

Admn. No. _____ for training in _____. I am sending a cheque of

Rs. _____ with Cheque No. _____ drawn on _____

Bank for enrolment and training fee.

Name of the Parent: _____

Address & Phone No.: _____

Signature of Parent: _____



SCHEDULE FOR BEYOND SCHOOL COACHING (2023 -24)

ACTIVITY	NAME OF THE TEACHER	VENUE	CLASS	DAY	TIME	ENROLLMENT FEE (Once a year)	Training fee for each term is Rs 2600/-
1. TINKER WORK	Mr. Dipankar Pal	ATL LAB	VI – X	Fri	02:45 – 04:00 p.m.	Rs.500	
2. TABLE TENNIS	Ms. Mayuri Chatterjee	3 RD FLOOR REACTION AREA	I & II	Mon & Thur	1:00 – 2:15 pm	Rs.500	
			III - VIII		3:00– 4:15 pm.		
3. VOLLEY BALL	Mr. Subir Kr. Pal	VOLLEY BALL COURT	VI – XII	Wed & Fri	03:00 – 04:15 p.m.	Rs.500	
4. BASKETBALL	Mr. Raju Majumder	BASKETBALL COURT	III –VII	Mon & Wed	3:00 – 4:30 pm	Rs.500	
			VIII-XII	Tue & Thu			
5. ATHLETICS	Ms. Soma Ghosh	SCHOOL GROUND	V – XII	Tue. Thu.	6:30 – 7:30 am (Tues & Thur)	Rs.500	
6. ROLLER SKATING	Mr. Ajay Bera	GROUND FLOOR ASSEMBLY HALL	I – II	Mon. & Wed	1:00 – 2:15 pm	Rs.500	
			III – V		3:00– 4:00 pm.		
7. CRICKET	Mr. Swapan Kr. Das	CRICKET GROUND	I & II	Tuesday & Friday	01:00 – 2:15	Rs.500	
			VI - XII		03:00 – 4:30 pm		

Please note –

No classes will be held during school holidays and during Vacations.



LAKSHMIPAT SINGHANIA ACADEMY
12-B ALIPORE ROAD, KOLKATA 700 027

LEAVE APPLICATION - STUDENTS

Name of the student	
Class & Section	
Admission Number	
Days 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
3. Must be sent from personal registered email id only to office@lsakolkata.com