

ADMISSION PROCEDURE (Foundation Stage)

Nursery (Pre-Primary) : The age requirement for nursery class is 3+ as on 31st March. Admission procedure starts from the month of December which includes an interface with the child and the parents (The registration forms and prospectus are available in the school office on payment of Rs. 500/-).

UKG (Prep) to I : Admission for meritorious students from class UKG made only if there are vacancies in the classes.

Aspirants to class I to register for admission in the month of December.

The school grants admission in Class XI in two streams viz Science, Commerce and Humanities, (Subject to the Screening Test by the Admission Committee). Cost of registration forms Rs. 600/- for (XI only).

THE REGISTRATION FORM DULY FILLED AND RECEIVED BY THE SCHOOL OFFICE DOES NOT GUARANTEE ADMISSION IN THE SCHOOL

Forms submitted without the signature of parents / guardian and without a passport size photograph will not be entertained.

Originals of the following documents are to be submitted at the time of admission.

- 1) Birth Certificate issued by the Municipality / Block Office (for admission to classes LKG, UKG & I)
- 2) School leaving certificate and character certificate from the previous school (for class XI)
- 3) Progress Report from the previous School.
- 4) Mark List issued by the Board (CBSE / ICSE / WBBSE) for admission to class XI.
- 5) Admit Card of Class X (for admission in class XI).
- 6) Vaccination Record.

CURRICULUM

The designing of a school curriculum requires a vision. Detailed evaluation and improvements are made year after year in the curriculum. This has made it imperative for us to devise the most effective method for the implementation of the requirements of the curriculum. In an academic year, the school has to have 210 working days, out of which 180 days are devoted to intensive teaching and the additional 30 days are set aside for examinations and co-curricular activities.

PRE-PRIMARY

The pre-primary wing of the school consists of LKG and UKG(Prep) and caters to the needs and demands of early childhood. Bearing in mind that the foundation of a child's personality is laid and two thirds of his intellect formed at this age, we have created an environment and a system of teaching which is entirely child friendly. Formal learning of the three Rs is introduced in Nursery. It finds a more prominent place in the UKG(Prep) curriculum, which includes recognition, reading and writing of English and Hindi alphabets and small words and also basic arithmetical concepts.

PRIMARY CURRICULUM

The syllabus becomes more broad based at this level and gradually the young learner is exposed to a wide range of subjects and study materials which is suitably graded. Apart from Mathematics, English and Hindi, subjects like General Science and Social Science are introduced. Computer Education is introduced in class IV and Sanskrit and Bengali in class VI. As early as class IV students learn to work on computers in the multimedia lab which has been specially equipped to meet the needs of the young learners.

CLASSES IX & X

Students of class IX and X study English, Hindi, Mathematics, Science and Social Sciences (covering History, Civics, Geography, Economics and Information Technology). Co-curricular activities include Physical and Health education, Work experience, Art education, CCA and ECA.

CLASS XI & XII

Students of class XI and XII may take Science, Commerce or Humanities stream, each of which covers 5/6 subjects.

Science Stream : Any 5 or 6 subjects from the following group are offered : English Core, Hindi Core, Mathematics, Physics, Chemistry, Biology, Computer Science.

Commerce Stream : Any 5 or 6 subjects from English Core, Hindi Core, Mathematics, Business Studies, Economics, Accountancy, Computer Science, Physical Education.

Humanities Stream : Any 5 subjects from English, Hindi Core, History, Geography, Economics, Physical Education & Computer Science.

FEE RULES

Tuition fee should be paid by the 10th of every month in Indian Currency. A late fine of Rs. 5/- per day will be charged if tuition fees is not paid on time. If the fee is not cleared by the end of the month, his / her name will be struck off from the register.

UNIFORM

All students are required to attend the school in full uniform on all working days and on all official school functions.

The Uniform consists of :

- (i) Navy Blue trousers for boys and pleated skirts for girls
- (ii) Full sleeved white shirt
- (iii) School tie, School Badge, Belt and
- (iv) Flat bottomed black shoes.

In winter wear navy blue v-shaped cardigan, machineknit navy blue blazers (from I to VIII). For attending PT classes on Saturdays all students have to wear PT uniforms which consist of navy blue blazers (IX to XII):

- i) White canvas
- ii) White socks
- iii) White trousers for boys and white plated skirts for girls.

Girl students in school are not allowed to wear any jewellery except small earrings. They should keep their hair off the face by a hair pin or a navy blue hair band. Any child who comes to school untidily dressed or wearing incorrect uniform will be sent home.