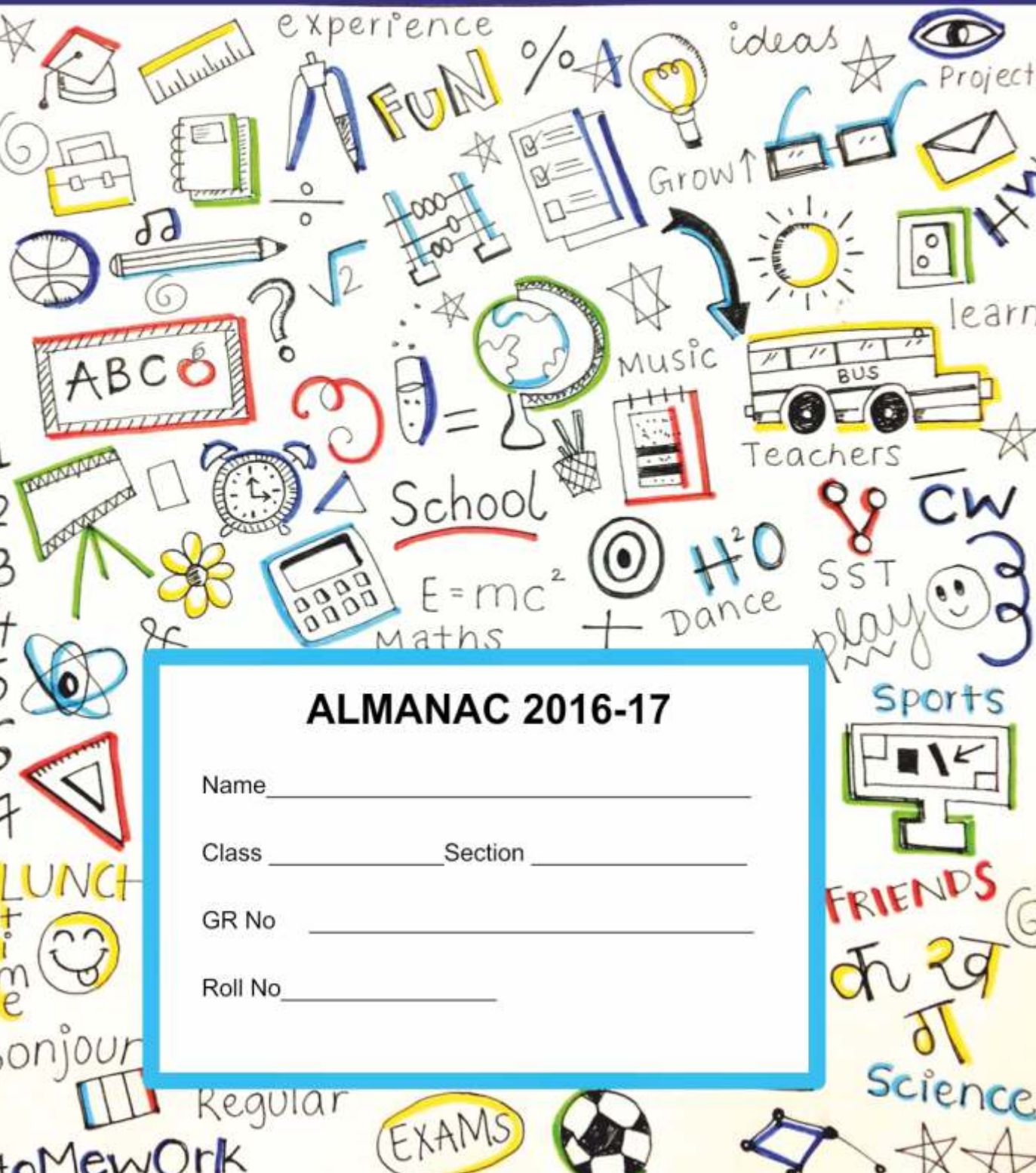




Shree Chanakya Education Society's

Indira National School

Tathawade, Pune



ALMANAC 2016-17

Name _____

Class _____ Section _____

GR No _____

Roll No _____



INDIRA NATIONAL SCHOOL

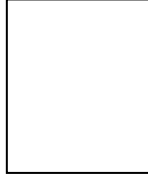
CBSE Affiliation No.:1130182

S.No. 111/1/2, Off New Pune Mumbai Highway,
Tathawade, Pune - 411033

Website: www.indiranationalschool.ac.in

Facebook: <http://facebook.com/IndiraNationalSchool>

Mobile App : Indira National School



ALMANAC 2016-17

Name _____
Class _____ Section _____
Roll No: _____ House _____
GRNo _____ Date of Birth _____

FEDENA CREDENTIALS

Student ID :	Parent ID :
Student Password :	Password :

Details	Phone Number	E-mail Id
School (Front office)	020-66731707	info@indiranationalschool.ac.in
INS Emergency No.	9075897049	7 am to 5 pm
Admissions	020-66731626	admissions@indiranationalschool.ac.in
Careers	020-66731626	careers@indiranationalschool.ac.in
Accounts	020-66731623	accounts@indiranationalschool.ac.in
IT Dept.	020-66731622	inserp@indiranationalschool.ac.in
School Counsellor		schoolcounsellor@indiranationalschool.ac.in
Newsletter		newsletter@indiranationalschool.ac.in
PTA		inspta@indiranationalschool.ac.in
Transport	020-66731723	indirahelpdesk@prasannapurple.com
Food	020-65109222	info@neetacaterers.com
Uniform	020-65336917	yogisuniform@gmail.com
Shoes	020-24436994	disha1marketing@gmail.com
Books	020-25897455	kirti_store@yahoo.com

2016

January							February							March							April							May							June						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
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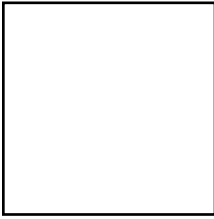
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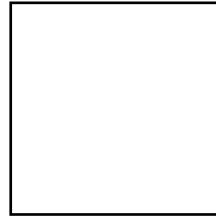
HOLIDAY LIST

Date	Day	Holiday	Holidays	Class	Start Date	End Date	Reopens on
08.04.2016 14.04.2016	Monday Thursday	Gudi Padwa Dr. Ambedkar Jayanti	Summer Break	I to VIII	Sunday 01-05-2016	Sunday 12-06-2016	Monday 13-06-2016
06.07.2016	Wednesday	Ramzan Id	Summer Break	IX, X, XII	Sunday 01-05-2016	Sunday 05-06-2016	Monday 06-06-2016
18.08.2016	Thursday	Raksha Bandhan	Summer Break	Teachers	Sunday 01-05-2016	Sunday 05-06-2016	Monday 06-06-2016
05.09.2016	Monday	Ganesh Chaturthi	Diwali Break		Monday 24-10-2016	Sunday 06-11-2016	Monday 07-11-2016
11.10.2016	Tuesday	Dassera	Christmas Break	I to XII	Saturday 24-12-2016	Sunday 01-01-2017	Monday 02-01-2017
14.01.2017	Saturday	Makar Sankranti	Christmas Break	Teachers	Sunday 25-12-2016	Sunday 01-01-2017	Monday 02-01-2017
13.03.2017 24.03.2017 28.03.2017	Monday Friday Tuesday	Holi Maha Shivratri Gudi Padwa					

Personal Information



My Father



My Mother

Name _____

Class and Section _____

Religion _____ Caste _____

Blood Group _____ Sex _____

Student's Aadhar Card No. _____

Father's Name _____

Father's Occupation _____ Tel No. _____

Office Address _____

E-mail Address _____

Mother's Name _____

Mother's Occupation _____ Tel No. _____

Office Address _____

E-mail Address _____

Residential Address _____

Siblings studying at INS: Name _____

Class _____ Div. _____

In case of emergency, contact Mr/Mrs _____

Contact Number _____

Father's Signature _____ Mother's Signature _____

Class Teacher's Name and Signature _____

School Timings

Monday to Friday : 8.30 am to 2.40 pm for Classes I to V

Monday to Friday : 7.20 am to 1.30 pm for Classes VI to XII



School Office Hours

Monday to Friday : 9.00 am to 3.00 pm.

2nd and 4th Saturday : 9.00 am to 12.00 noon



Meeting the Principal with prior appointment only

Monday to Friday : 10.00 am to 11.00 am.

2nd and 4th Saturday : 10.00 am to 11.00 am.



Meeting the Teacher

4th Saturday : 9.00 am to 11.00 am for Classes I to XII



**Students accompanying parents on Saturdays / PTMs /
Open days are required to be in Regular school uniform.**

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About the School

Indira National School spread out over 5 acres, not far away from the city yet within the city limits, provides fresh air and ample opportunities for the holistic development of the children who will be accomplished individuals in many ways; happy and confident of leading their lot to a bright future.

The Institution has carved a niche for itself in a matter of a few years. We believe that every child is unique and an effort is made to cater to his / her individuality. Multiple intelligence being the need of the hour, a different approach is adopted to take care of the children.

Above all, the focus is to mould every child from INS to be a responsible citizen of the world, with strong fundamentals and deep rooted values, to see them through the challenges of life.

A school, we believe, should be a place where a child loves to be in and not where he/she dreads to go.

Vision

"Every child comes with the message that God is not yet discouraged with man. "We at Indira believe that in every child there is a manifestation of God and we blend these Godly qualities with the skills required for the 21st century.

Mission

Our Mission is to make children aware of the beauty of the world around them, sensitise them to the environment, social and other wise, help them make responsible choices in life. We strive to enable children to see, feel, sense and touch life as it is. We at Indira build the base of a future India right from the first step the child takes to school and carries on till he passes out of its corridors as a knowing, caring, responsible and extremely conscientious citizen of India.

Our Aim

- To provide holistic education in a stress free, supportive and safe environment.
- To provide education that is learner centered, based on Indian value systems incorporating the best of modern knowledge systems.
- To provide value for money in the process of creating global citizens.

Our Philosophy

- To make a positive difference in the existing system of education and the traditional definition of a school.
- To provide for an all round education of the body and mind in a stress free environment, supported by trained personnel, sensitive to the child's needs.
- To provide an environment that will enable children to develop to their full potential and to become self confident, self dependent and honest individuals.

School Song

Verse I :

I Entered As A Toddler, Shy And Scared
Indira National School Gave Me Courage Instead
A Haven of wisdom, A Cocoon of Care
A Source of Knowledge And Friendship so Rare

Chorus :

Enlightening, Enhancing, Empowering Our Lives
Our School Towards Excellence Constantly Strives.

Verse II :

The Lessons, The Houses, The Teachers so Noble
The Plans, The Games, and the perfected Skills
The Wings it Gives to Soar Up Ahead
And Yet the Prudence with Care to Tread

Chorus :

Enlightening, Enhancing, Empowering our Lives
Our School Towards Excellence Constantly Strives.

Verse III :

Times fly by and the Years Roll on
I Blossom and mature with each New Dawn
Making me Proud of My School's Gracious Mission
Its Efforts and Dreams, Its Splendid Vision

Chorus :

Enlightening, Enhancing, Empowering our Lives
Our School Towards Excellence Constantly Strives.

School Prayer

àmWZm

AkmZ H\$ AYam|goh' |kmZ H\$ COntom|H\$s Ana bdMbno
AgE¶| H\$s Xrdnan|goh' |gE¶| H\$ {edntom|H\$s Ana bdMbno && Y&&
gmaoOhmH\$ g~ Xp| n|H\$mEH\$ hr Vno(ZXmZ h&
¶|mH\$hyAkMZ AnZm, ¶|mH\$hyA{^' mZ h&
Z' \$aVn|H\$ Ohmgo àd H\$ B¶|ntom|H\$s Ana bdMbno &&1&&
AnZr ' ¶|mZmZ Vn\$ AnZr gr' m' |ah|
ZmH\$a|AY¶|¶|, ZmAY¶|¶| Anan|H\$mgh|
H\$m¶|an|goXp h¶ dra öX¶| dntom|H\$s Ana bdMbno &&2&&
AnO qhgmH\$ àb¶| ' |H\$mVmBYgmZ h;
WaWanVr b¶|Obol' \$a ^r aJ¶| ' |OmZ h;
EH\$Vm{dídng H\$ ¶|¶| {Ma\$Z { ' gmbnt|H\$s Ana bdMbno && 3&&

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.

National Anthem

Jana Gana Mana
Adhinayaka Jaya he
Bharat Bhagya Vidhata
Punjab Sindhu Gujarat Maratha
Dravida Utkala Banga
Vindhya Himachala Yamuna Ganga
Uchhala Jaladhi Taranga
Tava Shubha Name Jage
Tava Shubha Ashish Mange
Gayen Tava Jaya Gatha
Jana gana Mangaladayak Jaya he
Bharat Bhagya Vidhata
Jaya he Jaya he, Jaya he
Jaya Jaya Jaya Jaya he.

National Song

Vande Mataram

Vande Mataram
Sujalam Suphalam
Malayaja Shitalam
Sasyashyamalam Mataram
Vande Mataram
Shubhra Jyotsana Pulakityamineem
Pulla Kusumita Drumadala Shobineem
Suhasineem Sumadhura Bhaashhiniium
Sukhadam Varadam Mataram
Vande Mataram

Admission

- New admissions are subject to vacancies. No correspondence will be entertained as regards to admissions.
- The management reserves the right to admit or retain a pupil in the school.
- New pupils are admitted on payment of the admission fee. The admission fee is non-refundable, under any circumstances.
- According to government regulation only candidates who complete five and half years as on 31st March of the year in which admission is sought, can be admitted to Std. I.
- A candidate who joins fresh or from any other school has to produce an official Birth Certificate such as the Municipal or Baptism Certificate in support of the date of birth entered in the admission form. If the child's name is not mentioned on the Birth certificate, then original Passport along with a Photocopy to be shown for name verification at the time of confirmation of the seat.
- Original Report Card / Mark Sheet along with a photocopy.
- For out of state candidates, Transfer Certificate must be countersigned by the Education Inspector of that State.
- The school fees will be charged from the month of April irrespective of the month of admission.

Withdrawal

- One calendar week's notice is required to be given for the withdrawal of the student before the payment schedule else fees for the month will be charged.
- School leaving certificate will not be issued until all the school dues have been paid in full.

Rules for issue of Leaving Certificate

Parents are requested to note the following:

- T.C. Application Form is attached with calendar.
- The process will take 7 working days.
- The Admission fee receipt to be produced while claiming the Caution Money deposit.
- Caution Money will be refunded against original receipts only.

Recommendation to Parents

- Parents are an integral part of the school and the school expects them to co-operate in enforcing all the guidelines that will benefit the child and assist in the smooth functioning of the school.
- The calendar serves as a bridge between teachers, students and parents. Parents are requested to sign the remarks written by teachers in the school calendar. Also please sign in the 'Record of Circulars sent' on Page no 37 as & when the circular is sent.
- Parents can use the calendar to communicate with the teachers regarding their child's academics or behaviour. All other matters should be addressed to the Principal.
- The school insists on strict punctuality, regular school attendance, regulation regarding uniform, cleanliness in dress, good grooming and fidelity to study and work assignments. Absence from school for merely social functions is discouraged.
- As the medium of instruction in the school is English, parents should provide ample opportunities to their children to converse in English at home.
- Parents need to check that their ward does not carry a mobile phone to school. In case of emergencies the school land line to be used by students.
- If a student is found carrying a mobile phone or any other electronic device, it will be confiscated and a fine of Rs. 2000/- will be imposed.
- Parents are requested to encourage their ward to take a balanced interest in academics, co-curricular activities and sports.
- Parents are advised to strictly avoid criticism of school and school teachers in the presence of the ward, as it may lead to loss of respect for the school / school teachers which may in turn lead to failure to learn from him / her, resulting in lack of ward's progress.

General Rules

1. Every student is expected to carry the calendar to school every day.
2. Students are expected to move in the corridors and stairs in a disciplined manner. They will walk in a line in perfect silence at all times.
3. Students who commute to school by their own conveyance must be in school by 7:15 / 8:25 am, school gates will close at 7:15 / 8:25 am. Students who report late to school will be sent back home.
4. If a student misses the school bus, please do not send the child to school by the Primary bus.
5. Students are to refrain from bringing any sharp objects to school.
6. Students are not to carry mobiles / electronic gadgets to school.
7. Students who use offensive language, bully & hurt other students or cause damage to school property are liable to be penalized.
8. Students are not permitted to wear coloured clothes on the occasion of birthdays. Students across all grades may distribute chocolates to their class, however only Nestle or Cadbury brand of chocolates is allowed.
9. Students who forget belongings can collect them from the Lost & Found in the office. If a child forgets his belongings thrice in a month, the student will have to pay a fine of Rs. 100/- A record of the same is maintained in the calendar.
10. Every pupil should endeavour to keep the high standard of the school, by excelling in good manners.
11. Students should take pride in keeping the school clean.
12. The school management reserves the right to alter or amend any of these rules and the same shall be binding on all concerned.
13. Attendance during Republic day and Independence Day Celebrations is mandatory for all students of Class VI - XII. No leave will be sanctioned on these days.
14. In case your ward has been chosen to participate in interschool competitions, which are beyond the permit limit of the school transport facility, the charges are to be borne by the parent.
15. Teachers are not to be presented with gifts on any occasions.
16. Tattoos of any kind are strictly prohibited.

Discipline Code

- A. The following acts and conduct on the part of the students will amount to misconduct.
- i) Misbehavior towards teachers or any other employee of the school.
 - ii) Intentional disturbance of classes.
 - iii) Absence from classes without the permission of the teacher / Head Mistress / Vice-Principal / Principal.
 - iv) Bullying / Intimidating others.
 - v) Eve - teasing/misbehaviour towards girl - students.
 - vi) Damaging / disfiguring school property.
 - vii) Propagating a strike / disruption of class.
 - viii) Association with banned organizations.
 - ix) Propagating communal / caste feeling among students.
 - x) Indulging in physical violence in any manner in school and the school bus.
 - xi) Disobeying lawful orders of the teacher / Principal.
 - xii) Bringing unauthorized people/ articles / instruments.
 - xiii) Theft / pilferage of school / student's property.
 - xiv) Any behaviour unbecoming of a student.
 - xv) Indulging in acts of moral turpitude.
 - xvi) When students move along the corridors and when changing class, they must maintain silence and walk in a single line keeping left.
 - xvii) Students are expected to speak only in ENGLISH during school hours.
- B. In case of misconduct, school shall take action as per observation, which may involve:
- 1. Oral warning to the student.
 - 2. Written warnings.
 - 3. Suspension of one day from classes / school / period after five written warnings.
 - 4. Final written warning in case of no improvement.
 - 5. Suspension of one week.
- (Refer to Pg. No. 161)

Signature of Student

Signature of Parent

Path to Success

The school has recently introduced an award system for all the students. We believe that, for our pupils to acquire the correct skills and attitudes to become responsible members of society, their development needs to be nurtured in a happy, structured, safe, calm and caring environment. We believe that one of the ways we can nurture the students and shape their personalities is through a structured award system. After careful observation and research, categories of the awards were listed.

The teachers announce these awards at the end of each month and place them on the bulletin boards of their classes where the children's names are proudly displayed. At the start of the academic year, the children are oriented about these award categories and motivated to achieve these. Through these awards the children are encouraged to be polite, co-operative, prompt and prepared for work. Through this system, every student is encouraged to achieve his / her potential and do better with each passing day.

For students from grades 1-5, the following award categories are in place :

1. Star of the month - A child who has performed well overall.
2. Sweet kid award - A child who is nice to everyone.
3. Good Samaritan award - A child who has been very helpful to the teachers or the peers.
4. Shower of praise for _____ (the thing a child has done which has been exceptional) given to _____ (name of the child)
5. Hang in there, you're doing better.
6. High academic performance.
7. Sunshine kid award - given to a child who is always bright, cheerful and happy.

The categories for the students from grades 6-9 encourage them to develop various aspects of their personalities like leadership, decision making, being proactive with work, taking responsibilities and interpersonal skills.

1. Leadership award : A good motivator and enjoys empowering others to achieve goals.
2. Interpersonal sensitivity award : Sensitive to the needs of others and works well with colleagues.
3. Quality orientation award : Is meticulous in his / her approach and tries to ensure that the quality standards are met with.
4. Action orientation award : (Making decisions, taking actions) will often initiate projects and is always ready to make decisions.

The award system is designed to provide individual students with positive recognition of achievement and progress.

We look forward to the valuable support of the parents in motivating the children to aspire to achieve these awards.

School Fees

1. Parents who wish to pay the fees in one installment are welcome to do so.
2. Parents are requested to adhere to the due dates mentioned below.
3. Students will not be permitted to appear for any exam unless fee is paid up to date.
4. Payment of School Fees should be made through FEDENA using the login Id / Password given to the students.
5. After due date, school fees will be collected at school office - by cheque only along with fine amount in favour of "INDIRANATIONAL SCHOOL", during office hours.

Annual School Fees

Std. I, II & III	:	Rs. 62, 200/-
Std. IV & V	:	Rs. 63, 300/-
Std. VI, VII & VIII	:	Rs. 64, 400/-
Std. IX & X	:	Rs. 63, 300/-
Std. XI & XII (Science)	:	Rs. 60, 000/-
Std. XI & XII (Commerce)	:	Rs. 36, 800/-

Fee Payment Schedule (Std. II to X)

April 1 st to April 20 th 2016	:	1 st Installment
July 1 st to July 20 th 2016	:	2 nd Installment
October 1 st to October 20 th , 2016	:	3 rd Installment
January 1 st to January 20 th , 2017	:	4 th Installment

Fee Payment Schedule (Std. XI & XII)

June 1 st to June 10 th 2016	:	1 st Installment
Sept. 1 st to Sept. 10 th 2016	:	2 nd Installment
Dec. 1 st to Dec. 20 th , 2016	:	3 rd Installment

The food charges and transport fees will be collected by Neeta Catering Services and Prasanna Purple Mobility Solutions Pvt. Ltd. respectively as per their schedule.

Transport Rules

1. Transport facility is an optional service.
2. Bus facility is available on fixed routes with designated stops.
3. Parents are expected to be at the stop 10 minutes before the scheduled arrival of the bus.
4. If a student misses the school bus, please do not send the child to school by the Primary bus.
5. Students are permitted to use only their designated bus and bus stop. No change will be allowed without written permission of the authorised person.
6. Bus will leave the stop at the designated time. In case a child misses the bus, parents are requested to drop the child to school.
7. Every bus is accompanied by a lady attendant.
8. Fixed seats will be allotted to the students in the bus. Students are expected to remain seated while the bus is in motion. Students are expected to maintain silence and behave in a decorous manner at all times.
9. If discipline is not followed the student will be barred from using the bus service.
10. The lady attendant is responsible for maintaining discipline. Any misbehavior or indiscipline must be reported in writing to the Principal.
11. Any case of negligence by the bus driver or lady attendant should be brought to the notice of the transport incharge.
12. Parents are requested not to make any oral request to the bus drivers or attendants. Any request should be made in writing to the transport incharge.
13. Though utmost care is taken while transporting the children, the school will not be held responsible for any untoward incident.
14. In case of an emergency and the child has to leave school before school hours the procedure to be followed is :-
 - a. Written request by the parents.
 - b. Permission slip obtained from the office and signed by the authorities to be shown at the gate.
 - c. School leaving register to be signed by the parents.
15. A child, who consistently reports late at the bus stop or caught misbehaving more than 3 times in the bus, will be refrained from using the bus service.

School Uniform

The School uniform consists of

GIRLS	BOYS
1. Striped pinafore (knee length) Blue Skirt & Blouse, waist coat	1. Blue trousers
2. Bloomers	2. Striped shirt, waist coat, tie
3. Blue socks / White Socks (Std XI, XII)	3. Blue socks
4. Black shoes	4. Black shoes
5. White hairband	5. Blue hooded sweater
6. Blue hooded sweater	6. I - Card
7. I - card	7. Belt
8. Belt	

P. T. Uniform to be worn on FRIDAY, consists of House T-shirt and white shorts for boys and House T-Shirt and white skirt / shorts for girls. Belt for both girls and boys. Sikh boys may wear a white patka or turban.

During winter Nov. to Feb. boys can wear full length blue pants and girls full length blue leggings

1. Students are expected to come in proper and complete uniform to school at all times, even during open days. The school uniform is to be worn when the student represents school for any event.
2. Uniform needs to be well maintained and clean.
3. Boys will maintain short hair and girls will use hair band in case of short hair and 2 plaits with white rubber bands in case of long hair. Girls should ensure that hair should not fall on the forehead.
4. Students not wearing complete uniform will be considered defaulters and parents will be asked to pick up the ward from school. In case of genuine problems parents are expected to send a written note in the calendar.
5. Wearing watches is not permitted till standard VI. Fancy watches will be confiscated.
6. Wearing expensive / valuable ornaments is not allowed.
7. Nails to be cut by both boys and girls. Girls should not apply mehendi or nail polish.

Attendance

1. 85% of attendance is required to be eligible for promotion to the next class.
2. Prior permission of the Principal is required for availing of leave for personal reasons.
3. All students are expected to attend the first day of school after any vacation break.
4. In case a child has been absent, the parent is expected to send a note in the calendar.
5. A student returning to school after suffering an infectious or contagious disease should produce a doctor's fitness certificate permitting him / her to attend school.
6. Absence from school for merely social functions is strongly discouraged.

Assessment - Examination and Promotion

- 4 Formative Assessments (FA) and 2 Summative Assessments (SA) will be conducted throughout the year.
- Promotions are granted on the basis of the whole year's work of the student. The final examination is not a promotion examination. Hence, regularity in attendance and work is important. Students must therefore work steadily from the beginning of the year.
- Nevertheless no unfair means should be used by a student during examinations. In case a student is found using any unfair means, a fresh answer sheet will be provided to him/her to redo the paper by cancelling the confiscated paper.
- In case of communicable sickness, a child should not report to school for appearing in FA examinations. However, it is mandatory to appear in the SA examinations. The student is required to submit a medical certificate failing which grades will not be awarded.
- An application for the verification of marks, in special cases, may be considered at the discretion of the Principal. Final exam answer papers will not be shown under any circumstances.
- Early exit during exam is strongly discouraged.
- No retests will be administered to the students.
- Answer sheets will be sent home with the student after the unit tests.
- After the Half-Yearly and Annual Examination, parents are requested to come to school and collect the report card on the specified day.

Changes, if any will be intimated from time to time.

Classes III to VIII & XI

In case of absenteeism due to sickness the average of the FA test will be given. The students will not be eligible for the scholar badge, merit scholarship and certificate if absent due to any reason.

It is mandatory to appear for written (Pen/Paper) & Non-Pen/Paper tests in both the SA examinations.

PROMOTION POLICY

Standard I & II

- No child will be detained as per CBSE norms
- Promotion to the next class will depend on Continuous and Comprehensive assessment (CCA) in different spheres with 75% attendance.
- No formal examination will be conducted.
- 85% attendance is compulsory.

Standard III to VIII

- Promotion to the next class will depend on Continuous and Comprehensive Evaluation (CCE) in different spheres with 85% attendance.
- If a student constantly scores less than D grades (Grade improvement exams included), conditions would apply for the student's promotion.
- It is compulsory for the students to get minimum - 25% of the aggregate of SA1 and SA2 in each subject and D grade in each subject.
- 85% attendance is compulsory

Standard IX

- Promotion will be subject to the rules laid down by CBSE. It is mandatory to appear for all

- forms of tests in each term as well as the 2 Summative exams.
- 85% attendance is compulsory.
 - It is compulsory for the students to get minimum - 25% of the aggregate of SA1 and SA2 in each subject and D grade in each subject.
 - EIOP (Improvement test) would be given if the students do not get D grade in each subject.
 - Students can appear for supplementary (EIOP) up to a maximum of two subjects.
 - Students have to score a minimum of 35% in the improvement test

Standard X

- Promotion would be subject to the rules laid down by CBSE.

Standard XI

- 85% attendance is compulsory.
- It is compulsory for a student to score a minimum of 33% in each subject in the UT and session end tests.
- Aggregate score needs to be 33%
- Students who obtain less than 33% in three or more subjects will be detained in class XI.
- Students who obtain 33% in two or less subjects will be eligible for the grade improvement test.

Standard XII

- Promotion would be subject to the rules laid down by CBSE.

SCHEME OF EXAMINATION AND EVALUATION(VI TO VIII)

Sr. No.	Examinations	Marks Per Subject	Total	Weightage
Term 1				
1.	FA1(Pen &Paper Test) (Non Pen &Paper Test)	20 20	40	20%
2.	FA2 (Pen &Paper Test) (Non Pen &Paper Test)	40* 20	40	
3.	SA1	90	90	30%
Term II				
1.	FA3 (Pen &Paper Test) (Non Pen &Paper Test)	20 20	40	20%
2.	FA4 (Pen &Paper Test) (Non Pen &Paper Test)	40* 20	40	
3.	SA2	90	90	30%

Please note 40* marks of written paper (pen and paper test) will be reduced to 20 marks.

For classes VI-VIII

There will be 2 Terms. Each term will have 2 Formative Assessments (FA) and 1 Summative Assessment (SA).

Term I will be from April to September (FA1, FA2, Sa1)

Term II will be from October to March in the subsequent year (FA3, FA4, Sa2).

Formative Assessment - (FA) will be done on the basis of conversation skills, projects, assignments, quizzes, research work, written test etc.

Summative Assessment - (SA) will be written examination at the end of every term which will include short and long answers.

The term end examination SA (Summative Assessment) for each of the terms would be 90 marks each. The weightage of 20% from the formative tests of each term and 30% of each term end exam will be taken to calculate the final result.

Formative Assessment (FA=FA1+FA2+FA3+FA4)

Summative Assessment (SA= SA1+SA2)

The students will be assigned grades for academic evaluation on a nine point grading scale (A1-E2). Minimum qualifying grade in all subjects under the scholastic domain is D.

Co-scholastic Assessment - The students will be assessed in the following domains: Life skill, Work Education, Visual and Performing arts, Attitudes & Values, Club activities, Health & Physical Activities.

The students will be assigned for Co-scholastic assessment on a five point grade scale (A-E). Minimum qualifying grade for all subjects under co-scholastic domain is D.

For Class IX and X

The school will follow the policy laid down by CBSE under the CCE.

For Class XI

Subject	UT1 & UT2	UT1 & UT2 Weightage	SA1 Theory + Practical	SA1 Weightage	SA2 Theory + Practical	SA2 Weightage	Aggregate
English	50+50	10+10=20	100	30	100	50	100
Physics	50+50	10+10=20	70+30	20+10=30	70+30	35+15=50	100
Chemistry	50+50	10+10=20	70+30	20+10=30	70+30	35+15=50	100
Maths	50+50	10+10=20	100	30	100	50	100
Business Studies	50+50	10+10=20	100	30	100	50	100
Accounts	50+50	10+10=20	100	30	100	50	100
Economics	50+50	10+10=20	100	30	100	50	100
CS/IP/PE/Bio	50+50	10+10=20	70+30	20+10=30	70+30	35+15=50	100
					FINAL AGGREGATE OF 5 SUBJECTS		500

For Class XII

Board examination is held by CBSE for this class in the month of March and the results are declared as per CBSE Examination Bylaws. To give enough practice for the Board Examination unit tests and term examinations are held by the school according to the scheme of examination. The students are advised to take the examinations seriously as these examinations will be beneficial for the preparation of the board examination.

Sr. No	Examination	Marks	Total
1	2 cycles of unit tests	40 each	80
2	First term examination	100	100
3	2 pre board examination	100	200

ASL will be twice in a year once in SA1 and second time in SA2 for classes IX to XI

TENTATIVE ACADEMIC CALENDAR

(A. Y. April 2016 to March 2017)

Std I, II

Exam	From	To	Exam Details
SA1	16.09.2016	22.09.2016	Time Table will be given
SA2	10.03.2017	17.03.2017	Time Table will be given

Class I & II will have continuous and comprehensive evaluation through monthly class tests and skill based activities. Parents will not be informed about these schedules of evaluations.

Std III to V

Exam	From	To	Exam Details
FA1	22.04.2016	27.04.2016	Internal Assessments. No Time Table given
FA2	13.07.2016	18.07.2016	Time Table will be given
SA1	16.09.2016	22.09.2016	Time Table will be given
FA3	15.11.2016	18.11.2016	Internal Assessments. No Time Table given
FA4	16.01.2017	19.01.2017	Time Table will be given
SA2	10.03.2017	17.03.2017	Time Table will be given

Std VI to VIII

Exam	From	To	Exam Details
FA1	22.04.2016	29.04.2016	Time Table for written task will be given
FA2	11.07.2016	18.07.2016	Time Table for written task will be given
SA1	12.09.2016	22.09.2016	Time Table will be given
FA3	15.11.2016	22.11.2016	Time Table for written task will be given
FA4	16.01.2017	23.01.2017	Time Table for written task will be given
SA2	07.03.2017	17.03.2017	Time Table will be given

Std IX

Exam	From	To	Exam Details
FA1	22.04.2016	28.04.2016	Time Table for written task will be given
FA2	12.07.2016	18.07.2016	Time Table for written task will be given
SA1	September, 2016		As per CBSE declared dates.
FA3	16.11.2016	22.11.2016	Time Table for written task will be given
FA4	16.01.2017	20.01.2017	Time Table for written task will be given
SA2	March, 2017		As per CBSE declared dates.

TENTATIVE ACADEMIC CALENDAR

(A. Y. April 2016 to March 2017)

Std X

Exam	From	To	Exam Details
FA1	22.04.2016	28.04.2016	Time Table for written task will be given
FA2	12.07.2016	18.07.2016	Time Table for written task will be given
SA1	September, 2016		As per CBSE declared dates.
FA3	16.11.2016	22.11.2016	Time Table for written task will be given
FA4	14.12.2016	20.12.2016	Time Table for written task will be given
Prelim 1	03.01.2017	13.01.2017	Time Table will be given
Prelim 2	25.01.2017	03.02.2017	Time Table will be given
SA2	March, 2017		As per CBSE declared dates.

Std XI

Exam	From	To	Exam Details
UT 1	12.07.2016	19.07.2016	Time Table will be given
SA1	12.09.2016	23.09.2016	Time Table will be given
UT2	16.11.2016	23.11.2016	Time Table will be given
SA2	22.02.2017	06.03.2017	Time Table will be given

Std XII

Exam	From	To	Exam Details
UT 1	22.04.2016	29.04.2016	Time Table will be given
UT 2	12.07.2016	19.07.2016	Time Table will be given
SA1	12.09.2016	23.09.2016	Time Table will be given
Prelim 1	12.12.2016	23.12.2016	Time Table will be given
Prelim 2	03.01.2017	16.01.2017	Time Table will be given
SA2			As per CBSE declared dates.

Examination Time Table

Formative Assessment 1

Time : _____

S.No.	Date	Subject	Parent's Signature
1.			
2.			
3.			
4.			
5.			
6.			

Formative Assessment 2

Time : _____

S.No.	Date	Subject	Parent's Signature
1.			
2.			
3.			
4.			
5.			
6.			

Summative Assessment 1

Time : _____

S.No.	Date	Subject	Parent's Signature
1.			
2.			
3.			
4.			
5.			
6.			
7.			

Examination Time Table

Formative Assessment 3

Time : _____

S.No.	Date	Subject	Parent's Signature
1.			
2.			
3.			
4.			
5.			
6.			

Formative Assessment 4

Time : _____

S.No.	Date	Subject	Parent's Signature
1.			
2.			
3.			
4.			
5.			
6.			

Summative Assessment 2

Time : _____

S.No.	Date	Subject	Parent's Signature
1.			
2.			
3.			
4.			
5.			
6.			
7.			

Skill Enhancement Program :

We at Indira National School, offer counselling to help students work through their difficulties, understand themselves better, and find ways of managing their situation. Working with a counsellor may help you see your problem with greater clarity, get some insight into its origin and think about how to move forward.

Counselling may not 'solve' your problem but we hope it will equip you with some new ways to think about it while helping you to mobilize your resources and feel more in control.

We also present a range of workshops to help build skills to respond to the demands of life.

At the Skill Enhancement Centre we work towards enhancing skills of students, by bridging the gap between the chronological age and the learning age of the child.

Kindly avail of the services of the School Counsellor by filling the NOC at the end of the calendar. The services provided at no extra cost.

Optional Meal Plan

- Students in the Primary Section will be provided breakfast at 8.30 am and lunch at 12.55 pm. Students in the Secondary Section will be served a snack at 8.20 am and brunch around 10.55 am.
- The meals are planned keeping in mind the nutritional need, taste and preferred spice level of the children.
- In case of any issues regarding food, kindly mail Ms. Neeta Patil at info@neetacaterers.com
- Home food should be healthy and nutritious.

House System

House	Colour
Ajanta	Green
Charminar	Blue
Konark	Yellow
Taj	Red

Houses are allocated to students at the time of admission and cannot be changed. The student will have the same House throughout his / her tenure at school.

Record Sheet (2016-17)

April	June	July	August	September
1	1	1	1	1
2	2	2	2	2
S	3	S	3	3
4	4	4	4	S
5	S	5	5	5
6	6	6	6	6
7	7	7	S	7
8	8	8	8	8
9	9	9	9	9
S	10	S	10	10
11	11	11	11	S
12	S	12	12	12
13	13	13	13	13
14	14	14	S	14
15	15	15	15	15
16	16	16	16	16
S	17	S	17	17
18	18	18	18	S
19	S	19	19	19
20	20	20	20	20
21	21	21	S	21
22	22	22	22	22
23	23	23	23	23
S	24	S	24	24
25	25	25	25	S
26	S	26	26	26
27	27	27	27	27
28	28	28	S	28
29	29	29	29	29
30	30	30	30	30
	31			31

Sundays are marked with (S).

'U' to the left of the date indicates that the student was not wearing proper uniform.

'N' indicates nails were not cut/nail polish applied.

Record Sheet (2016-17)

October	November	December	January	February	March
1	1	1	S	1	1
S	2	2	2	2	2
3	3	3	3	3	3
4	4	S	4	4	4
5	5	5	5	S	S
6	S	6	6	6	6
7	7	7	7	7	7
8	8	8	S	8	8
S	9	9	9	9	9
10	10	10	8	10	10
11	11	S	11	11	11
12	12	12	12	S	S
13	S	13	13	13	13
14	14	14	14	14	14
15	15	15	S	15	15
S	16	16	16	16	16
17	17	17	17	17	17
18	18	S	18	18	18
19	19	19	19	S	S
20	S	20	20	20	20
21	21	21	21	22	21
22	22	22	S	22	22
S	23	23	23	23	23
24	24	24	24	24	24
25	25	S	25	25	25
26	26	26	26	S	S
27	S	27	27	27	27
28	28	28	28	28	28
29	29	29	S		29
S	30	30	30		30
31		31	31		31

'Sh' indicates not wearing proper/polished shoes.

'L' indicates Late.

'LB' indicates lost belonging record.

'H' indicates hair to be cut.

August 2016

1st Mon. _____

Teacher's Signature

Parent's Signature

2nd Tue. _____

Teacher's Signature

Parent's Signature

You are judged by the company you keep.

February 2017

8th Wed. _____

Teacher's Signature

Parent's Signature

9th Thur. _____

Teacher's Signature

Parent's Signature

Realise the importance of time and manage it well.

February 2017

10th Fri. _____

Teacher's Signature

Parent's Signature

13th Mon. _____

Teacher's Signature

Parent's Signature

Joy is not in things, it is within.

February 2017

16th Thur. _____

Teacher's Signature

Parent's Signature

17th Fri. _____

Teacher's Signature

Parent's Signature

Never put off till tomorrow, what you can do today.

March 2017

30th Thur. _____

Teacher's Signature

Parent's Signature

31st Fri. _____

Teacher's Signature

Parent's Signature

Change's is the nature of all objectives things.

Primary							Time - Table				
PERIOD	TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY					
Breakfast	8.30 - 8.50 am										
Assembly	8.50 - 9.10 am										
1st period	9.10 - 9.45 am										
2nd period	9.45 - 10.20 am										
3rd period	10.20 - 10.55am										
Snack	10.55 - 11.10 am										
4th period	11.10 - 11.45 pm										
5th period	11.45 - 12.20 pm										
6th period	12.20 - 12.55 pm										
Lunch	12.55 - 1.30 pm										
7th period	1.30 - 2.05 pm										
8th period	2.05 - 2.40 pm										

Secondary							Time - Table				
PERIOD	TIME	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY					
Assembly	7.20 - 7.40 am										
1st period	7.40 - 8.20 am										
Snack	8.20 - 8.30 am										
2nd period	8.30 - 9.10 am										
3rd period	9.10 - 9.45 am										
4th period	9.45 - 10.20 am										
5th period	10.20 - 10.55 am										
Brunch	10.55 - 11.10 am										
6th period	11.10 - 11.45 pm										
7th period	11.45 - 12.20 pm										
8th period	12.20 - 12.55 pm										
9th period	12.55 - 1.30 pm										

Declaration by Parents

Our ward Miss / Master _____ is a student of
Class _____ Div _____ and either one of us (Father/Mother/Local guardian)
will sign all her/his applications, report cards etc. Our specimen signatures are as under.

Name : Father _____ Specimen Signature _____

Mother _____ Specimen Signature _____

Local Guardian _____ Specimen Signature _____

In our absence the following individuals in the city could be contacted :

1. Name : _____ 2. Name _____

Address : _____ Address : _____

Phone : _____ Phone : _____

Class Teacher's Name

Class Teacher's Signature

I have read the rules and regulations of the school and promise to abide by them.

I undertake to pay the school fees as per the schedule given by the school.

Signature of the Parent / Guardian

Field Trip Declaration

I understand that school will organize field trips during the academic year.

I would like / not like my child Master/Miss
studying in class to be part of such trips.

I shall not hold the school responsible for any untoward incident/s that may occur during the field trip.

Date :

Mother's Signature

Father's Signature

Skill Enhancement Center - NOC

This is to state that we, Mrs. / Mr. _____

Parents of Miss. / Mast. _____

Class : _____ have no objection to our child availing the benefit of the Skill Enhancement Centre.

Mother's Signature

Father's Signature

Swimming No Objection Slip

This is to state that we, Mrs. / Mr.

Parents of Miss / Mast.

Class have no objection to our child taking Swimming at the school pool.

Mother's Signature

Father's Signature

*** The school, along with an experienced and certified coach, shall take utmost care of your child during the activity.**

Travel Information Slip

Name of Child _____

Class : _____ Div : _____

In case of Pvt. Transport : _____

Mode of Transport : _____

Vehicle Reg. No. : _____

Name of Driver : _____

School Bus No : _____

Morning Stop : _____ Evening Stop : _____

Name of Person authorized to

Pick up Child : _____

Telephone Numbers

Father : _____

Mother : _____

Emergency : _____

Any changes in the above information will have to be given in writing to the school office by the parents.

Mother's Signature

Father's Signature

Date :

Travel Undertaking

(To be filled in by parents for use of two - wheeler - Std : XI & XII only)

We take the responsibility that our ward Miss / Master _____
of Std : _____ Div : _____ will wear a helmet, carry driving license and
drive safely to school.

Name of Parent : _____

Signature of the Parent : _____

Acknowledgment by : Class Teacher : _____

: Principal : _____

No Objection Certificate

I Shri. / Smt. _____ give my consent to my ward
Master / Miss _____ Std. _____ Div. _____ to participate in the
_____. I have no objection to my child traveling for the event.
School will not be responsible for any injuries that might happen during the travel or the event.
All expenses towards travel, lodging, bodging, boarding and food will be borne by me.

Parent Sign. : _____

Address : _____

Phone No. : _____

Email ID : _____

Note : Parents are requested to deposit Rs. _____ with the sports teacher
_____ towards travel, lodging, boarding and food expenses of your ward. Utmost
care will be taken by the school to ensure the safety of your ward.

Discipline Card

Student' Name _____ Class _____ Div. _____

Sign. of Teacher

Sign. of Parent

Warning 1 _____

Warning 2 _____

Warning 3 _____

Warning 4 _____

Warning 5 _____

Suspension from School :

From _____ to _____

Sign. of Principal

Sign. of Parent

Final Warning :

From _____ to _____

Sign. of Principal

Sign. of Parent

APPLICATION FORM FOR BONAFIDE CERTIFICATE

Date _____

APPLICANT DETAILS

1. Student Full Name _____
2. Std. _____ Section _____ GR No _____
3. Caste _____ Sub Caste _____
4. Father's Name _____
5. Mother's Name _____
6. Date of Birth (in words) _____
7. Father's Mobile Number : _____ Email Id : _____
8. Mother's Mobile Number : _____ Email Id : _____
9. Reason for Application _____

Father's Signature

Mother's Signature

Note: An amount of Rs. 50/- needs to be paid to the Accounts Department for the Bonafide Certificate.

FOR OFFICE USE ONLY

Received an amount of Rs. 50 /-toward Bonafide Certificate Charges.

Initials _____ Date _____

Principal Signature

APPLICATION FORM FOR TRANSFER CERTIFICATE

Date _____

APPLICANT DETAILS

1. Student Full Name _____
2. Name that should appear in the TC _____
3. Std _____ Section _____ GR No _____
4. Father's Name _____
5. Mother's Name _____
6. Father's Mobile Number : _____ Email Id : _____
7. Mother's Mobile Number : _____ Email Id : _____
8. Reason for Application _____

Father's Signature

Mother's Signature

For Office Use Only

To be filled by the Class Teacher -

Attendance details _____

Scholastic subjects _____

Co-scholastic subjects _____

Initials _____ Date _____

Received by

1. Front Office / Admin Office Initials _____ Date _____
2. Library - Dues cleared Initials _____ Date _____
3. Accounts office - Dues cleared Initials _____ Date _____
4. Transport office - Dues cleared Initials _____ Date _____
5. Food Dues cleared Initials _____ Date _____
6. ERP Initials _____ Date _____

Principal Signature

APPLICATION FORM FOR CHANGE IN ADDRESS OR PHONE NUMBER

Date _____

Applicant's Changes Sought to be Made

1. Student Name _____
2. Std _____ Section _____ GR No _____
3. Father's Name _____
4. Mother's Name _____
5. New Address _____

_____ Pin _____
6. Father's Mobile Number : _____ Email Id : _____
7. Mother's Mobile Number : _____ Email Id : _____
8. Subsequent to the aforementioned changes we have -
 - a. Made changes in our child's Almanac / School Diary - _____
 - b. Made changes in our child's I - card / Issued a new I - Card - _____

Signature of the Parent

For Office Use Only

Received by

- | | |
|---|---------------------------|
| 1. Front Office / Admin Office | Initials _____ Date _____ |
| 2. Accounts office - Dues cleared | Initials _____ Date _____ |
| 3. ERP and changes updates | Initials _____ Date _____ |
| 4. Transport In -charge and changes noted | Initials _____ Date _____ |
| 5. Class Teacher and changes noted in Attendance Register | Initials _____ Date _____ |



कर्मणो माम्बन्ती

Shree Chanakya Education Society's Indira National School Tathawade, Pune

