

CARMEL SCHOOL

CHAMBA, TEHRI-GARHWAL DIST. UTTARAKHAND- 249 145 Phone: 01376-255155

Mobile: 7251858984

 $\hbox{E-mail: chamba carmel school @gmail.com}\\$

Web: www.carmelchamba.org

SCHOOL MOTTO

EXCEL	ТО	SERVE
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Name					
Class				Section	
Adm. I	No	*****************	Mob.	No	

BRING THIS HANDBOOK DAILY TO SCHOOL



CARMEL SCHOOL, CHAMBA

(Affiliated to I.C.S.E. Board, Delhi)

Carmel School, Chamba is an unaided English Medium Christian Minority Co-Educational Institution administered by St. John's Province of the Carmelites of Mary Immaculate (CMI) Congregation, established on 15th July 1996, registered under the society's registration act 1860, as applicable in Uttarpradesh.

Carmelites of Mary Immaculate congregation is founded by St. Kuriakose Elias Chavara at Mannanam in Kerala on 8th December 1855. St. Kuriakose Elias Chavara was born on 10 February 1805. He contributed greatly to the development of education in the contemporary society by starting two congregations namely: Carmelites of Mary Immaculate (CMI) and Congregation of Mother of Carmel (CMC) to promote education.

When he was the Vicar General of the Vicariate of Verapoly he directed that every church should start a school attached to it. He encouraged children of all section to attend school and started incentives like mid-day meals, supply of school dress to popularize education. St. Kuriakose Elias Chavara died on 3rd January 1861. Today CMI and CMC congregation runs 938 educational institutions of all hues ranging from Pre-primary School to Deemed University in India and abroad.

Carmel School, Chamba is open to all students irrespective of caste and creed. They are accepted and cherished as they are and are helped to grow in their cultural, social and religious milieu. Being a CMI educational institution, it aims at forming children who are intellectually competent, spiritually oriented, morally upright, socially mature, emotionally balanced and noble in behaviour and who will champion the cause of justice, love, truth and peace and are ever open to further growth.

Carmel School is recognized by the Government and affiliated to the Council for the Indian School Certificate Examinations, New Delhi vide Reg. No. UT086 and prepares students for the prestigious ICSE and ISC Examinations.

The Pre-Primary wing of the school is named as Carmel Kindergarten. Pre-Primary is a 3 years course with Nursery, Lower Kindergarten and Upper Kindergarten class. Age for admission in Nursery is three years. A student who passes from UKG has to take fresh admission to join class I.



Student's Particulars

Please affix a recent colour photograph of the child (in Uniform)

- ¾- PLEASE CUT FROM HERE- ¾-

SCHOOL COPY

Name of the student	
Class	Section
Admission No	Roll No
Date of Birth	
Religion	Caste
Residential Address	
Phone No.	
Aadhar No.	
E-mail	
Blood Group	
Brother/Sister in this School	
1. Name	Class & Sec
2. Name	Class & Sec
3. Name	Class & Sec

Parent's Particulars



	Photo	Photo	Photo			
	Father	Mother	Guardian			
FATHER	Profession Designation Office Address Phone No Aadhar No E-mail Specimen Signature	Mobile No				
	Profession					
<u></u>	Designation					
EB	Office Address					
OTHE	Phone No Mobile No					
9	Aadhar No.					
_						
	Specimen Signature of Mother					
		an				
	Specimen Signature	e of Guardian				

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Student's Particulars

Please affix a recent colour photograph of the child (in Uniform)

DIARY COPY

Name of the student	
Class	Section
Admission No.	Roll No.
Date of Birth	
Religion	Caste
Residential Address	
Phone No.	
Aadhar No.	
E-mail	
Blood Group	
Brother/Sister in this School	
1. Name	Class & Sec
2. Name	Class & Sec
3 Name	Class & Sec

Parent's Particulars



Father Mother Guardian Father's Name			Photo		Photo		Photo	
Profession			Father		Mother		Guardian	
Profession Designation Office Address Phone No Mobile No Aadhar No E-mail Specimen Signature of Mother Name of the Guardian	FATHER	F C F A	Profession Designation _ Dffice Address Phone No Adhar No E-mail	3	Mobile	No		_
Specimen Signature of Mother Name of the Guardian	MOTHER	F C F	Profession Designation _ Office Address Phone No Aadhar No	6	Mobile	No		_
Specimen Signature of Guardian		S	Specimen Sig	nature of I	Mother			

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THE CONSTITUTION OF INDIA PREAMBLE

WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a ¹[SOVEREIGN, SOCIALIST, SECULAR, DEMOCRATIC, REPUBLIC] and to secure to all its citizens:

JUSTICE, social, economic and political;

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

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

FRATERNITY assuring the dignity of the individual and the ²[unity and integrity of the Nation];

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

¹ Subs. by the Constitution (Forty-second Amendment) Act, 1976, s. 2, for "SOVEREIGN DEMOCRATIC REPUBLIC" (w.e.f. 3-1-1977).

² Subs. by s. 2, ibid., for "unity of the Nation" (w.e.f. 3-1-1977).



FUNDAMENTAL DUTIES OF A CITIZEN OF INDIA

- To abide by and respect the Constitution, the National Flag and the National Anthem.
- To cherish and follow the noble ideas of freedom struggle.
- To uphold and protect the sovereignty, unity and integrity of India.
- To defend the country and render national service when required.
- To promote the common brotherhood of all the people of India and renounce any practice derogatory to the dignity of women.
- To value and preserve the rich heritage of the nation's composite character.
- To protect and improve the natural environment and have compassion for living creatures.
- To develop the scientific temper, humanism and the spirit of inquiry.
- To safeguard public property and to abjure violence.
- To strive for excellence in all spheres of individual and collective activity.

School Website



CARMEL SCHOOL, CHAMBA

(Affiliated to I.C.S.E. Board, Delhi)

SCHOOL WEBSITE

http://www.carmelchamba.org/

- This website offers a complete online support to provide you comprehensive information regarding your ward on your fingertips through the web portal.
- 2. The parents are provided with username and password to enter the portal.
- 3. After login the parents can avail:
 - The student's basic information.
 - The whole year's events
 - Class timetable, assignments and homework details
 - Online payment of School fees
 - Timely up-to-date information about different activities in school
 - Exam Schedule

To meet the need of parents, we have started the provision of Mobile Application for the parents. The mobile application can be downloaded from Google Playstore, which is currently available in Android phone by name 'Lofty Parent Portal' Mobile App.

REGISTRATION & ADMISSIONS

- Admission is open to all students irrespective of caste, creed and religion.
- 2. Admission is granted to Nursery after Registration and an audience with the parents and the child.
- 3. Admission to other classes is done after a selection test for which Registration is done in advance.
- 4. Before a student can be admitted, the Admission Form must be duly filled in and signed by the parents.
- 5. Admission and assignment to a particular class or section are entirely reserved to the school authorities.
- 6. A Date of Birth Certificate of the candidate issued by the Government authority (Nagar Palika /Tehsil / Registrar or

Examination & Promotions



- equivalent authority) should be produced at the time of admission. Affidavit / certificate issued from hospital for date of Birth will not be accepted.
- 7. Date of Birth once entered in the application form on the basis of such certificate will in no case be altered.
- Admission will be granted to students who have attended other school until the Transfer Certificate from the former school is produced.
- 9. Merit is the sole criterion for admission, if any seat is available. We do not charge any capitation fee, donation etc. If anybody demands, kindly inform the Principal.

EXAMINATIONS AND PROMOTIONS

- Promotion is granted on the basis of whole year's work of the pupil. There will be two Terminal Examinations and two unit Tests. The average marks of the examinations and test are taken into consideration and only the student who secures an average of 40% per subject will be promoted.
- 2. Those who fail to appear for examination in any subject will be marked absent. In case of serious illness an application along with a report of a medical practitioner shall be submitted before the exam. No re-exam will be allowed.
- Promotion of students who have been absent from examination due to illness or other reasons for which permission was granted by Principal, will be considered on the basis of their academic record in the school. Those who forego both of the Terminal Exams will not be considered for promotion.
- 4. Marks will not be added for the Medical Leave.
- 5. Signature found in the Progress Report should be identical with the specimen signature found in the handbook.
- 6. Those who lose or damage the Progress Report shall pay a fine of ₹ 100/- for a fresh Report Card.
- 7. For the issue of any certificate other than the T.C. a fee of ₹ 20/- will be charged.
- 8. Result declared at the end of the year is final in all the cases and will not be reconsidered, nor will the answer papers be shown.

Withdrawals & Leaves



- 9. The evaluation of the answer scripts of the examinations and other works done by the students during the academic year are within the jurisdiction of the school and therefore an outside person or authority has no jurisdiction to check, scrutinize or claim back the answer scripts or any work done by the students.
- 10. Students who fail to obtain promotion for two consecutive years should make their seats available for hard working students by leaving the school.
- 11. Pupils are expected to put in 90% of attendance as required by the code.

WITHDRAWALS AND LEAVES

- Application for T.C. has to be given in writing to the Principal by Parent/s Guardian at least a week in advance. No. T.C. or any certificate will be issued till all the school dues are paid full. The fee for T.C. is ₹ 300/-
- 2. Application for leave of absent for three or more days should be made on paper to the Principal, well in advance stating the reasons, number of days and the same should be got sanctioned from the Principal's Office.
- 3. Leave for shorter duration should be entered in the Leave Absence Record pages of the Handbook with the signature of the Parent / Guardian.
 - If due to emergency, leave could not be applied for earlier, the same should be done when the student joins after leave, using the Leave absence Record page.
- 4. There is no provision for half day leave. So students who are not well should not be sent to school even on exam/ test days. Child will be marked absent if he/she were to be taken home by parents during school hours even if it were to be examination/test days.
- 5. A Student returning to school after an infectious disease should produce a Doctor's certificate permitting her/him to join the school.
- If a student is absent without application for leave for more than 15 days, her/ his name will be stuck off from the register and re-admission, if granted, will be done as per the rules of admission.

School Hours



- Withdrawal of children for mere social functions is not recommended since it retards the student's progress in school and minimizes their respect for regular hard work.
- No pupil will be sent home during the class hours.

SCHOOL YEAR

The academic year is from April to March. The School closes for winter vacation in the half of December and reopens by the first week of February.

SCHOOL HOURS

Summer: 7.55 a.m. to 2:05 p.m. Winter : 8.40 a.m. to 2.35 p.m.

All students are expected to be in the school at least 10 minutes before the scheduled time for the meditation and assembly. The school gates will be closed after the bell on the scheduled time. Students those who come late will not be admitted to classes. Students are strictly forbidden to leave the school premises during the school hours without the prior permission of the Principal.

OFFICE HOURS

Summer : 8.00 a.m. to 01.00 p.m. : 8.30 a.m. to 02.00 p.m. Winter

The Principal can be met on all working days by appointment during the time given below:

Summer : 9.00 a.m. to 10.00 a.m. Winter : 9.00 a.m. to 10.30 a.m.

Note: Parents may meet teachers on 2nd and 4th Saturdays

Summer : 1.00 p.m. to 1.40 p.m. Winter : 2.00 p.m. to 2.40 p.m.

School Uniform



SCHOOL UNIFORM CLASSES: 1-10

SUMMER:

BOYS:

- White Shirts (full sleeved pointed tie collar)
- Navy blue pants with inner pockets. (No narrow pants is allowed)
- Black shoes with straps.
- Navy blue socks without bands.
- School Belt & School Tie
- School Badge & Identity Card

GIRLS:

- White Shirt (full sleeved pointed tie collar)
- Navy blue frock (box plated)
- Black Shoes with straps.
- Navy blue socks without bands.
- School Belt & School Tie.
- School Badge & Identity Card
- White ribbons and White Hair Band.

WINTER:

BOYS:

- Navy blue blazer.
- Full sleeved white shirt with tie collar
- Navy blue Half Sweater (V necked without collar)
- Grey Pants with inner side pockets.
- Grey socks without bands.
- Black Shoes with straps.
- School Belt & School Tie.
- School Badge & Identity Card.

GIRLS:

- Navy blue blazer.
- Full sleeved white shirt with tie collar
- Navy blue Half Sweater (V necked without collar)
- Grey Pants with inner side pockets.
- Grey socks without bands.
- Black Shoes with straps.
- School Belt & School Tie.
- School Badge & Identity Card.
- White ribbons and white Hair Band.
- **P.T. Uniform**: Track suits based on houses will be the P T uniform.
- NB: PT uniforms (track suits) will be worn only on Wednesdays and Saturdays.

Kindergarten Uniform



KINDERGARTEN UNIFORM

SUMMER BOYS:

- Check Shirt (Red, White and Brown Yellow)
- Brown Yellow Pants with inner side pockets.
- Black shoes with straps
- Skin color socks with red band
- ❖ School Belt & School Tie
- School Identity Card
- Neat and clean handkerchief

GIRLS:

- Check Tunic (Red, White and Brown Yellow)
- Brown Yellow Shirt
- Skin color Socks with red band
- Black Shoes with straps
- ❖ School Belt & School Tie
- School Identity Card
- Neat and clean handkerchief
- Red hair band and red clip

WINTER BOYS:

- Navy blue blazer
- Full sleeved white shirt with tie collar
- Navy blue jersey (V necked without collar and sleeves)
- Grey pants with inner side pockets
- Grev socks without bands
- Black shoes with straps
- ❖ School Belt & School tie
- School Identity Card
- Neat and clean handkerchief

GIRLS:

- Navv blue blazer
- Full sleeved white shirt with tie collar
- Navy blue jersey (V necked without collar and sleeves)
- Grey pants with inner side pockets
- Grey socks without bands
- Black shoes with straps
- ❖ School Belt & School tie
- School Identity Card
- Neat and clean handkerchief
- White hair band and White hair clip
- P.T. Uniform: Track suits based on houses will be the P.T. uniform.
- NB: PT uniforms (track suits) will be worn only on Wednesdays and Saturdays.

Tips for Students



TIPS FOR STUDENTS

- Students must regularly attend the school in uniform. No students shall enter the school campus without the school uniform during working hours.
- Personal cleanliness is expected from all students. The school uniform worn by students must be clean, neatly pressed, shoes polished, finger nails clipped and hair neatly combed. Discoloured uniform, worn-out socks and shoes should be avoided. A student may be sent home being lack of personal cleanliness also long hair (for boys), stylish hair cutting, dirty clothes, shoes etc.
- 3. The medium of communication in the school is English. Everyone shall make a serious and determined effort to speak English both inside and outside the classes. Students who speak Hindi other than Hindi period a certain percentage of marks will be deducted from the exams and an appropriate fine is also levied.
- 4. The students should be docile, punctual, clean, neat and hardworking. Every student is responsible for the safe keeping of his/ her own belongings. The school authorities do not accept any responsibility for the loss of books, clothes, money, tiffin carrier etc.
- 5. All students must keep their books and copies etc. clean, neatly covered with brown paper with their names, Class and Section written on them.
- Every student shall bring the school handbook daily. They
 should show their parents any information or requests
 conveyed to the parents through the handbook by the
 Principal or teachers and get the signature of the parents.
- 7. School work assigned by the teachers should be done punctually.
- 8. The students have to bring their tiffin with them. Lunch or any eatables brought by others will not be allowed to reach the students for various reasons.
- 9. For the preservation of their own health, students are asked not to patronize junk food, street hawkers and vendors.
- All students should take an honest pride in keeping the school premises clean. Take acre during recess not to litter the compound, corridor and roads with food scraps, fruit

To Parents / Guardians



- peels, polythene, napkins etc. Make use of the dustbins provided in the school.
- 11. Use of polythene and harmful plastic bottles is strictly forbidden in the school premises.
- 12. Students should take special care of the school property. Any kind of damage done to the school property including ink stains and writing or scribbling on the walls or the school furniture, wall tiles etc. must be compensated at the expense of the offender along with the fine that may be imposed by the school management.
- 13. Running, shouting, hooting or whistling shall lead to disciplinary action.
- 14. Students are forbidden to bring two-wheelers (other than bicycles), mobile phones, cameras, transistors, fire crackers, sharp pointed weapons, steel scales, razors, explosives and other dangerous materials to school. Strict disciplinary action will be taken against such offenders, which may even lead to the dismissal.
- 15. Students shall not wear gold ornaments, bracelets, fancy watches, bangles, rings, costly and fancy ear-rings, decorative hairpins and such accessories as a matter of discipline.
- 16. Any exchange of articles or money transaction between students is strictly forbidden.
- 17. Students are expected to take active part in the cocurricular activities, competitions, educational tours, picnic etc. arranged by the school.

TO PARENTS / GUARDIANS

- The parents are earnestly requested to co-operate with the school. They should insist on their children's regular attendance at school and punctuality. They must help them to do their homework and prepare their lessons daily.
- 2. Remarks made in the Hand book should be seen and countersigned regularly.
- Good education is the joint effort of the school and Parents. Parents should attend Parents Teachers meetings regularly along with their wards and keep a good rapport with the teachers. Many of the problems which the child or parents face can be solved in PTMs.

To Parents / Guardians



- 4. If parents have any complaint, it can be noted in the Parents' Notes pages of the school handbook and ask their child to show it to the Class Teacher or subject teachers.
- 5. Once a student comes to school, she/he will not be allowed to leave the school before the day's classes are over. Requests for half-day or short leave will not be accepted.
- 6. In case of any emergency either the father or mother should approach the Principal.
- 7. In writing to the school about your ward, please always mention his / her full name. class and section.
- Parents / Guardians are requested not to enter the class rooms. They have to take the permission of the Principal to contact to teacher and children during the school hours. Criticism of students, teachers or school in the presence of children should be avoided.
- 9. Children are attracted to even trifle things, which they would try to acquire for themselves. If your ward brings home anything from the school without the teacher's knowledge, send it back the next day itself and inform the school authorities. It will have its own reward in the child's later life.
- 10. Parents / Guardians are specially requested to inform the school, whenever there is a change in the address or phone number.
- 11. If the student sustains any injury by way of accident or games during the time she/he spends in the school, firstaid will be provided in the school and for any injury which need specialized medical attention she/he may be sent to the nearest medical practitioner and informations be given the parents. The school shall not be liable to any further claims.
- Kindly send the lunch box along with the children in the morning itself. No one is permitted to give lunch box during school hours. Kindly co-operate with us for the safety of your children.
- It is advised that parents must come to the School Campus with decent dress.
- 14. Kindly pay the school fees on time.
- 15. No office business will be transacted on holidays and after the office hours.



LIBRARY RULES & REGULATIONS

- 1. Staff and students are members of the Library. They are encouraged to make the best use of the library.
- 2. Only one book can be issued at a time.
- 3. Periodicals and Reference books are not issued.
- 4. Books taken for home reading must be returned on the due date, otherwise a fine ₹ 2/- per day will be charged.
- 5. Writing, marking or underlining in the library books is absolutely forbidden.
- 6. Books scribbled upon / torn / damaged / defaced / lost must be paid or replaced.
- Physical defects of a book, if any must be brought to the notice of the librarian by the students borrowing it, at the time of its issue, otherwise the student borrowing will be held responsible for it.
- 8. Exchange of books among the students is strictly forbidden.
- A student who may take transfer from the school is required to clear his/her dues.
- 10. The library book should be returned at least two weeks before each examination.
- 11. Perfect silence is to be observed in the library.

TRANSPORTATION

School does not provide any transportation facility to the students and staff. Hence in the event of any mishap, the school does not accept any responsibility.

THE HOUSE SYSTEM

One of the main objectives of the House System is to foster among the students a sense of collective responsibility and solidarity. The system provides not only the spirit of teamwork and training in leadership, but also broadens the outlook for international understanding. There are four There are four houses named as: Blue, Green, Red & Yellow

Inter-house competitions are organized in sports, literary and cultural activities



CRITERIA FOR HEAD BOY AND HEAD GIRL

- For the post of the Head Boy / Head Girl, the candidate must be bonafide students for the last three years. For the post of a House Captain, Vice-Captain and prefects the students be bonafide for at least two years.
- 2. Academic performance: hardworking and good in studies.
- Character requirement: Must be honest, sincere, dutiful with loyalty and dedication he/she should set example of good behaviour, devotion to study and faithful to the rules of discipline
- 4. Above all he / she must have a good leadership quality.

RESPONSIBILITIES OF HEAD BOY AND HEAD GIRL

- Head Boy / Head Girl should be regular and punctual.
- Head Boy / Head Girl should be observant, alert and act promptly as per the needs of the school, after consulting and getting orders from the Principal.
- Head Boy / Head Girl should ensure that the House Captains, Vice-Captains and Class leaders carry out their duties and responsibilities well.
- 4. Head Boy / Head Girl should command the whole school into discipline during the morning assembly and all the functions as well as all gatherings.
- Head Boy / Head Girl should show loyalty and exemplary behaviour both in the school and out of the school premises.
- 6. Head Boy / Head Girl should lead the students without being dictatorial.

RESPONSIBILITIES OF CAPTAINS, VICE CAPTAINS, CABINET MINISTERS

Captains and Vice Captains should try:

- 1. To work with members of their house in team spirit.
- 2. To encourage the students to participate in house competitions and house activities.

Fee Rules



- 3. To keep up their house spirit and motto.
- 4. To encourage the students to do their best in sports in games and in academics.
- 5. To evaluate the school discipline code of conduct and their activities periodically with the help of house animators.
- 6. To maintain healthy relationship among students.
- 7. To give a report to the house animators and Principal of all their undertaking and to seek guidance from them constantly.
- 8. To command the whole school into discipline during the morning assembly and all function as all gatherings.
- 9. To act promptly to the needs of the school after consulting and getting from orders from the Principal.
- 10. To be well behaved always.
- 11. To do their duties in responsible and impartial manner.
- 12. To be regular and punctual.
- 13. To be courteous and polite.

FEE RULES

- Admission fee will be collected at the time of new admission only.
- 2. Composite Fee includes Tuition Fee, Audio Visual Fee, Functions Fee, Furniture, Electricity, Generator and water, Garden, Library, Repair & maintenance, Seminar and Courses, Sports and Games, Teaching Aid, Laboratory, Computer & ERP.
- 3. Examination Fee will be collected once in a year along with 1st Installment Fee.
- 4. Annual Day/ PT Display fee will be collected separately only in the year when Annual day / PT Display is organized/ conducted.
- ICSE Board Registration and Board Exam Fee will be collected separately at the time of Registration, Board Exam etc. as per the instructions from ICSE Board , New Delhi



- All payments are to be made at Union Bank of India, Chamba from 15-20th of the installment months through the Parents Portal on http://www.carmelchamba.org/ Lofty Parent portal mobile app.
- 7. Fee should be submitted from 15th to 20th of the installment months: April, May, July, September, November and January.
- 8. As the cash transaction is strictly forbidden from the New Session, the Fee will not be accepted in the school counter. Kindly deposit the fees in the Bank or pay online. This is a positive step from the Government to make cashless economy. All the parents are kindly requested to cooperate.
- 9. Late fee will be collected with a fine of ₹ 50/- on same month.
- 10. If fee remain unpaid even till the end of the Fee month a fine of ₹ 80/- will be charged for each month.
- 11. School fee will be charged for all the 12 months of the year. No allowance in fees is made for broken periods.
- 12. Up-to-date fee should be deposited before the terminal examinations, failing which the management committee will decide whether the student should be allowed to write the exam or not.
- 13. Parents should keep the receipts issued to them in proof of payment, to be produced when needed.
- 14. Fees once paid will not be refunded.
- 15. In case of loss of the fee book a duplicate one may be issued from the school on payment of ₹ 50/-.
- 16. All correspondence in respect of payment of fees should be taken up directly with the school.
- 17. Fee will be deposited in the bank upto 2:00 p.m. only.
- 18. If you want to pay the fee through Cheque, only Union Bank's Cheque is accepted in the Bank.
- 19. Transactions like RTGS, NEFT etc. are not accepted.

Effective Study Skills



EFFECTIVE STUDY SKILLS

Learning effective time management is the first step towards becoming an effective student. Time management is setting and following of a time in order to organize and prioritise studies in the context of completing other activities. The focus of the time management is not to make you a slave, to follow a rigid, military like schedule. Rather, it means making intelligent decisions about when it is easiest and most efficient to get your work done and to free you from hasty planning and last minute study. Effective time management is to identify key areas of your study on which to concentrate your effort in order to achieve overall results. Below are some important strategies to remember in managing your time effectively.

- Organise yourself: Take time to think and plan your time fruitfully-paying to the tasks at hand, the type of focus it requires, the style of processing and the strategy of action. Review your plan daily and check whether you have met your targets.
- 2. Make a to-do list: Write down the things you have to do, then decide what to do at the moment and what to put off for some later time.
- Prioritise your tasks: Check whether the task is urgent and important. Arranging your tasks in order of priority assures that you will get the most important things accomplished.
- 4. Set goals: Goals give you direction and a plan to spend your time. Select only manageable amount of tasks. Setting smaller goals allow you to actually accomplish them. Your goals should "stretch" not "break" you as your strive for achievement.
- 5. Make a time table: Check for yourself how much time you need to complete each task and then schedule that amount of time. Be flexible but do not give more than two hours at a stretch to any particular subject. Try to be regular and strict. Your reward will be seen in your meritorious performance.
- **6. Identify your prime time :** Some work better during the day while others during the night. Use your power times to study.

Effective Study Skills



- Attack your difficult subjects first: Remember when you are fresh, you can process information more quickly and as a result save time.
- **8. Space your learning**: Study in shorter time blocks with short breaks in between. This keeps you from getting fatigued. It is better to study one hour each day than to study seven hours during the week end.
- Develop regularity: You will learn more and remember what you learn if you work in regular periods of study. Have flexibility to handle interruptions and unplanned emergencies.
- 10. Conquer procrastination: Sometimes studies are not done because we occupy ourselves with other activities. When you are avoiding something, break it into smaller tasks. Remember, the full use of today is the best preparation for tomorrow.
- 11. Display persistence: Be prepared for a certain amount of discomfort or hardship. But remember, as a student, studying is a perfectly normal activity and that it can bring its own rewards and satisfaction. Keep in mind that you have opted to pursue your studies, which will bring their own rewards.
- 12. Reward yourself: When you have a boring task which you prefer not to do, then promise yourself that as soon as you complete it, you will reward yourself with a pleasurable activity that you look forward to. Integrate work with play and relaxation, and you will be healthier, happier, dynamic and creative.
- 13. Impose deadline: Deadlines force you to plan better. They automatically cause you think about what has to be done, how long each part will take, when the best or most logical starting time would be. Deadlines get many tasks done and constantly keep you on target with your goals.
- 14. Sleep well and eat properly: When students need extra hours for studying or socializing, they cut down on sleep. Doing this makes the time spent studying less effective. Check on your sleep requirements.



DECLARATION

We (name of Father)						
(name of Mother)						
(name of Guardian)	(name of Guardian)					
have read the rules and regulations of the school given in this						
hand book and promise to abide by them and see that our						
ward/s strictly observe/s them.						
Sign. of Father	Sign. of Mother	Sign. of Guardian				
Dated	Dated	Dated				

OUR 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

जन-गण-मन अधिनायक जय है।
भारत भाग्य विधाता।।
पंजाब, सिन्ध, गुजरात, मराठा।
द्राविड़ उत्कल बंग।
विन्ध्य, हिमाचल, यमुना, गंगा।
उच्छल जलिध तरंग।।
तव शुभ नामे जागे।
तव शुभ आशिष माँगे।।
गाहे तव जय गाथा।
जन गण मंगल दायक जय है।।
भारत भाग्य विधाता।
जय हे, जय हे, जय हे।।
जय जय जय जय जय हो।

- रविन्द्र नाथ टैगोर



NATIONAL SONG

वन्दे मातरम्। वन्दे मातरम्।।
सुजलाम् सुफलाम्, मलयज-शीतलाम्।
शस्य-श्यामलाम्। मातरम्। वन्दे मातरम्।
शुभ्र-ज्योत्स्ना-पुलिकत-यामिनीम्,
फुल्लकुसुमि-द्रुमदल-शोभिनीम्,
सुहासिनीम् सुमधुर-भाषिणीम्,
सुखदाम् वरदाम् मातरम्।
वन्दे मातरम्।

- बंकिम चन्द्र चटर्जी

School Anthem





SCHOOL ANTHEM

We are Carmelites,
And our school shall always be,
A part of our thinking and dream
As we stride ahead in life to shine

Chor: We march forward, with heads held high
We the Carmel Family
Excel to serve forever more
We the Carmel Family

We are Carmelites,
And our aims shall always be,
To share our joys with all humans dear
To brighten our minds to brighten our lives
Chor: We march forward......

We are Carmelites,

And we shall always be

The heralds of love, peace, joy and truth

And live our lives in its fullness

Chor: We march forward.....



LORD'S PRAYER

Our Father in Heaven / Holy be Your name / Your Kingdom come/ Your will be done / on earth / as it is in heaven / Give us this day / Our daily bread / Forgive us our sins / as we forgive / those who sin against us. / Do not bring us to the test / but deliver us from evil. — Amen

PRAYER BEFORE THE CLASS

Eternal God, creator of us all, we bow our heads before You at the beginning of this day, to take Your touch to be filled with Your spirit. Enlighten us with Your knowledge, empower us with Your wisdom and recreate us with Your spirit of creativity. Brighten our intellects, sharpen our memories and quite our minds to grasp, to understand and to recollect what is being taught today. Help us to bloom in the garden of our school, developing our talents in the light of Your love.

— Amen

PRAYER BEFORE THE MEAL

Bless us O Lord. Thank You for giving us our daily bread. Bless the food we eat today. Bless the hands that made the food. Let this food nourish our body and mind. -Amen

PRAYER AFTER THE CLASS

O God our loving Father, we thank you for all the blessings of today. For the knowledge You have imparted to us through our teachers, for the opportunities You have given us to grow, for the protection we have experienced and for the love we have enjoyed by living together in the school as a family. Forgive us our shortcomings and give us the courage to move ahead with new hope and vision.

— Amen



YOU ARE MY REFUGE

You are my refuge You are my fortress You are my friend in need You are my God.

> I will worship you with all of my heart I will seek your face, all through my life I will serve you Lord with all that I have Here I am (3) O Lord (3)

Here I am

You are my savior
You are my healer
You are my strength in need
You are my God
I will worship here I am.



O GIVE THANKS TO THE LORD

O Give thanks to the Lord

For he is good (3)

Yes, eternal is his love

I will sing to my God never ceasing, All my life I will tell of his Wonders. He's the maker of all earth and heaven, Of the oceans, the seas and all they hold

The almighty is faithful forever,

he is just to the poor and the outraged.

It is He who gives bread to the hungry,

Who delivers the captives from their chains.

He gives sight to the blind in his mercy, And he raises the lowly and the humble It is He who gives shelter to strangers, Every orphan and widow he defends.

Prayer Songs



ONE MORE STEP

One more step along the world I go 2 From the old things to the new Keep me travelling along with you 2

> Round the corner of the world I turn More and more about the world I learn All the new things that I see You will be looking at along with me 2

As I travel through the bad and good Keep me travelling the way I should Where I see no way to go

You will be telling me the way I know- 2

Give me courage when the world is rough Keep me loving through the world is tough Leap and sing in all I do Keep me travelling along with you 2

AS THE DEER PANTETH FOR

As the deer panteth for the water So my soul longs after You You alone are my heart's desire And I long to worship You

> You alone are my strength, my shield To You alone may my spirit yield You alone are my heart's desire And I long to worship You

I want You more than gold or silver Only You can satisfy You alone are the real joy giver And the apple of my eye You alone...

> You're my friend and You're my brother Even though you are a King I love You more than any other So much more than anything You alone....



YOU ARE WITH ME

You are with me wherever I go
Every moment, your life in me flows
You're always there close by my side
You are there, O Lord both day and night

You were with me in my mothers' womb You are with me in my days of gloom You helped me stand against all odds

And you filled me with your strength, O Lord. In times of sorrow and in times of grief You gave me hope, strengthened my belief

When I did fall and was in pain

Lord you set me, on my feet again.

You know O Lord all my secret feelings You know O Lord all my unshed tears

My Lord you know me through and through

There is nothing I can hide from you

LIKE A SUNFLOWER

Like a sunflower that follows Every movement of the sun So, I turn towards you To follow you my Lord

- 1. In simplicity, honesty, I follow 2
- 2. In simplicity, charity, I follow 2
- 3. In simplicity fidelity, I follow 2

GOD'S LOVE

God's love is so wonderful 3 Oh! Wonderful love

So high we can't get over it So deep we can't get under it So wide we can't get around it Oh! Wonderful love.

God's love



Prayer Songs



EVERY TINY STAR

Every tiny star that twinkles in the night sky, Every drop of morning dew, Every spark of fire blazing in the furnace. Every captivating view, Every rainbow in the sky, every pretty butterfly Tell the fascinating news to those who dare to hope And the message is:

God still loves the world!
God still, still loves the world.
So throw your life into his hands
Day by day discern his plans
God is passionately busy loving you and me!

MAKE ME A CHANNEL OF YOUR PEACE

Make me a channel of your peace Where there is hatred, let me bring your love Where there in injury, your pardon, Lord And where there's doubt, true faith in you

Oh, Master grant that I may never seek So much to be consoled as to console To be understood as to understand, To be loved, as to love with all my soul

Make me a channel of your peace It is in pardoning that we are pardoned In giving to each one that we receive Any in dying that we're born to eternal life

Oh, Master grant that I may never seek So much to be consoled as to console To be understood as to understand To be loved as to love with all my soul.



MORE THAN ANYTHING

More than anything 2
I love you Lord, more than anything-2
Nothing in this world can take away
Nothing take you Lord always
Someday I will see you face to face
Looking at your eyes and say
More than



LORD WE PRAY FOR GOLDEN PEACE

Lord we pray for golden peace, Peace all over the land, Let us dwell in liberty, Walking hand in hand 2

- 1. Banish fear and ignorance, hunger, thirst and pain Banish hate and poverty, let no one live in vain
- Keep us all for ever one, one in love and grace,Wipe away all war and strife, give freedom to each race.

WALKING WITH THE LORD

Walking with the Lord, we are walking in the morning, Lift up your hearts for your walking with the Lord Singing to the Lord we are singing in the sunshine Lift up your hearts for your singing to the Lord. Hand in hand with everyone we are walking....walking Black and white and blue together walking...walking.. Singing new songs now bringing new lives Building new bridge walking distant miles. When we are....

Rain and storm will not prevent us walking....walking Crossing all barriers, climbing all styles Breaking through fences walking distance miles When we are walking....



THE WORLD STANDS IN

The world stands in need of liberations, my Lord It still has to feel your power.

The blind and the deaf, the dumb and the maimed All need to feel your healing touch

The world stands in need of liberation my Lord, Is still has to learn to love

- There are those who have eyes, But refuse to see, the inhumanity that's done There are those who have ears but refuse to hear the cries of those in agony. The world
- There are those who have mouths but refuse to speak against injustice done to some.
 There are those who have hands
 But refuse to reach them out in love and charity.
 The world

SING MY SOUL

Sing my soul at the joy that I feel There is now, dwelling me, my God.

- It is through you Lord, that I act Every prayer, every thought of mine Comes from you , Lord divine. Sing my soul
- 2. Lord, it is your wish that I may By my life, show people around How to love, more and more.





WALK WITH ME

Walk with me, O my Lord, Through the darkest night and brightest day Be at my side, O Lord, Hold my hand and guide me on my way.

- Sometimes the road seems long, My energy is spent Then, Lord, I think of you and I am given strength
- 2. Stones often bar my path and there are times I fall But you are always there to help me when I fall

BLOOM WHERE YOU'RE PLANTED

Bloom, bloom, bloom where you're planted, You will find your way. Bloom, bloom.....
You will have your day.

- Look at the flowers, look at them growing;
 They never worry, they never work;
 Yet look at the way our Father clothes them,
 Each with a beauty all of its own.
- Some plant the seeds that others will water, But in all things God gives the growth, Come, let Him garden the flowers within you, Come and discover some you've never known.
- Look at the love that lies deep within you.
 Let yourself be! Let yourself be!
 Look at the gifts you have been given,
 Let them go free! Let them go free!





सुबह सवेरे लेकर तेरा नाम प्रभु

सुबह सवेरे /लेकर तेरा नाम प्रभु,
करते है हम शुरु आज का काम प्रभु,
सुबह सवेरे /लेकर तेरा नाम प्रभु,
करते है हम शुरु आज का काम प्रभु,
शुद्ध भाव से तेरा ध्यान लगाये हम,
विद्या का वरधान तुम्हीं से पाए हम,
तुमि से है आगाज तुम्हीं से अंजाम प्रभु,
करते है हम शुरु आज का काम प्रभु....
गुरों का सत्कार कभी न भूले हम,
इतना बने महान गगन को छु ले हम,
तुम्हीं से है हर सुबह तुम्हीं से शाम प्रभु....
करते है हम शुरु आज का काम प्रभु.....

हम होंगे कामयाब

हम होंगे कामयाब (3) एक दिन हो, मन में है विश्वास, पूरा है विश्वास, हम होंगे कामयाब एक दिन। हम चलेंगे साथ-साथ डाले हाथों में हाथ हम चलेंगे साथ-साथ एक दिन। हो, मन में है विश्वास, पूरा है विश्वास, हम होंगे कामयाब एक दिन। होगी शान्ति चारों ओर, होगी शान्ति चारों ओर, होगी शान्ति चारों ओर एक दिन। हो, मन में है विश्वास, पूरा है विश्वास, हम होंगे कामयाब एक दिन। नहीं डर किसी का आज (3), के दिन, हो, मन में है विश्वास, पूरा है विश्वास, हम होंगे कामयाब एक दिन।



ए मालिक तेरे बंदे हम

ए मालिक तेरे बंदे हम, ऐसे हो हमारे कदम नेकी पर चलें और बदी से टलें ताकि हँसते हुए निकले दम।

- 1. ये अंधेरा घना छा रहा
 तेरा इंसान घबरा रहा
 हो रहा बेखबर कुछ न आता नजर
 सुख का सूरज डूबा जा रहा
 है तेरी रोशनी में जो दम
 तू अमावस को कर दे पूनम
 नेकी पर चले और बदी से टलें
 ताकि हँसते हुए निकले दम।
- 2. जब जुलमों का हो सामना तब तू ही हमें थामना वो बुराई करें हम भलाई करें नहीं बदले की हो कामना बढ उठे प्यार का हर कदम और मिटे बैर का ये भरम नेकी पर चलें।
- 3. बड़ा कमज़ोर है आदमी
 अभी लाखों है इसमें कमी
 पर तू जो खड़ा है दयालु बड़ा
 तेरी कृपा से धरती थमी
 दिया तूने हमें जब जनम
 तू ही झेलेगा हम सबके गम
 नेकी पर चले और बदी से टलें
 ताकि हँसते हुए निकलें दम।

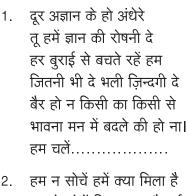




इतनी शक्ति हमें देना



इतनी शक्ति हमें देना दाता मन का विश्वास कमज़ोर हो ना (2) हम चलें नेक रास्ते पे हमसे भूल कर भी कोई भूल हो ना। इतनी शक्ति



- हम न सोचें हमें क्या मिला है
 हम ये सोचें किया क्या है अर्पण
 फूल खुशियों के बांटे सभी को
 सब का जीवन ही बन जाए मधुवन हो-हो
 अपनी करुणा का जल तू बहा के
 कर दे पावन हर एक मन का कोना।
 हम चलें नेक......
- 3. हर तरफ जुल्म है बेबसी है सहमा-सहमा सा हर आदमी है पाप का बोझ बढ़ता ही जाये जाने कैसे ये धरती थमी है बोझ ममता का यह तू उठा ले तरी रचना का ही अन्त हा न हम चलें नेक





भजन

- शरणम् शरणम् जगदीश्वरा।
 शरणम् शरणम् हृदयवेश्वरा।
 शरणम् शरणम् विश्वेश्वरा।
 शरणम् शरणम् सर्वेश्वरा।
 शरणम् शरणम् अखिलेश्वरा।
- 2. भजूँ तेरा नाम, आ के तेरे धाम-2, पावन तेरा नाम-2
 - 1. तू ही मालिक, तूही दाता, तेरा प्रेम यहाँ हरजन पाता तू ही पनाह, पावन तेरा नाम।
 - तेरी सुमिरन करते हैं हम, मधुर स्वरों में गाते सहगम, तेरा ही नाम, जग में हैं महान।
 - तेरी जय हो जगदीश्वर, दीन जनों के पावन ईश्वर तेरा ही दान मुक्ति विद्यान है।
- 3. ओमगुरु ओमगुरुसच्चिदानन्द-2
 - 1. सच्चिदानन्द गुरु प्रेमानन्द-2
 - 2. प्रेमानन्द गुरु आत्मानन्द-2
 - 3. दयानन्द गुरु परमानन्द-2
 - 4. कृपानन्द गुरु आत्मानन्द-2
- 4. बस जाओ तुम मंदिर मेरे अन्तर्यामी प्रभु ओ अन्तर्यामी प्रभु।।
 - प्यासा मन ये तुझे पुकारे अपना लो-2 वाणी मेरी नहीं निकलती तुम बोलो-2
 - 2. साँझ-सबेरा तूने बनाया दुनिया में-2 कैसी सुन्दर रचना तेरी सृजनहार-2
- 5. जय गुरु देवा-2 जय जय जय जय जय गुरु देवा सतगुरु देवा-2 जय जय जय जय जय सतगुरु देवा।

Prayer Songs



- 6. 1. तू ही प्रेम है मेरे प्रभु, मुझे प्रेम से भर दे प्रभु तेरा प्रेम मैं जग में फैलाऊँ, ऐसा अनुग्रह पाऊँ सदा-2
 - 2. तू ही करूणा है मेरे प्रभु, मुझे करूणा से भर दे प्रभु तेरी करूणा मैं जग में फैलाऊँ, ऐसा अनुग्रह पाऊँ सदा-2
 - तू ही शान्ति है मेरे प्रभु, मुझे शान्ति से भर दे प्रभु तेरी शान्ति मैं जग में फैलाऊँ, ऐसा अनुग्रह पाऊँ सदा-2
- प्रभु मेरा जीवन साथी है, मेरा एक साथी है-2 चलना मेरे साथ प्रभु, चलना मेरे साथ प्रभु-2
 - प्रभु मेरा प्रेमी बन्धु है, मेरा एक बन्धु है-2 चलना मेरे साथ प्रभु, चलना मेरे साथ प्रभु-2
 - 3. प्रभु मेरा जीवन सहारा है, मेरा एक सहारा है-2 चलना मेरे साथ प्रभु, चलना मेरे साथ प्रभु-2
- 8. 1. मेरा दिल है प्रभु तेरा मंदिर आके बस जाओ-2
 - 2. मेरा तन है प्रभु तेरा मंदिर आके बस जाओ-2
 - 3. मेरा मन है प्रभु तेरा मंदिर आके बस जाओ-2
 - 4. मेरा सब कुछ है प्रभु तेरा मंदिर आके बस जाओ-2
- 9. नमन करूँ प्रभुं, निशदिन तुझको तेरी महिमा परम अपार-2 जीवन दिया प्रभुं, पालन किया भर दिया हमें वरदानों से-2 नयन दिया प्रभुं, श्रवण दिया भर दिया हमें वरदानों से-2 नवम करूँ
- 10. कितना अनोखा है, तेरा प्रेम`रे लिए-2 तूने मुझको प्रेम से, अपनाया है। कितना तूने मुझको प्रेम से, बुलाया है। कितना

LIST OF SOME IMPORTANT DAYS / DATES

(NATIONAL & INTERNATIONAL)

JANUARY

12th NATIONAL YOUTH DAY

15th ARMY DAY

26th REPUBLIC DAY

FEBRUARY

20th WORLD HARMONY DAY28th NATIONAL SCIENCE DAY

MARCH

08th INTERNATIONAL WOMEN'S DAY

INTERNATIONAL LITERACY DAY

UNITED NATIONS DAY FOR WOMEN'S RIGHTS AND

INTERNATIONAL PEACE

15th WORLD DISABLED DAY & WORLD, CONSUMER'S DAY

21st WORLD FORESTRY DAY

22nd WORLD WATER DAY

23rd WORLD METRO LOGICAL DAY

APRIL

07th WORLD HEALTH DAY

18th WORLD HERITAGE DAY

22nd WORLD EARTH DAY

23rd WORLD BOOK DAY

MAY

WORLD LABOUR DAY
WORLD RED CROSS DAY
WORLD THALASSAEMIA DAY
NATIONAL TECHNOLOGY DAY



Important Days & Dates

15th WORLD FAMILY DAY

21st ANTI-TERRORISM DAY

22nd INTERNATIONAL BIODIVERSITY DAY

23rd COMMUNICATION DAY24th COMMONWEALTH DAY

31st WORLD NO TOBACCO DAY

2nd SUNDAY-MOTHER'S DAY

JUNE

05th WORLD'S ENVIRONMENT DAY

26th INTERNATIONAL DAY AGAINST DRUG ABUSE

3rd SUNDAY—FATHER'S DAY

JULY

11th WORLD POPULATION DAY

25th ASTRONOMY DAY

28th WORLD NATURE CONSERVATION DAY

AUGUST

03rd INTERNATIONAL FRIENDSHIP DAY

06th HIROSHIMA DAY

12th INTERNATIONAL YOUTH DAY

15th INDEPENDENCE DAY

29th NATIONAL SPORTS DAY

SEPTEMBER

01st NATIONAL NUTRITION WEEK

05th TEACHER'S DAY

08th GIRL CHILD DAY & INTERNATIONAL LITERACY DAY

16th INTERNATIONAL DAY FOR THE PRESERVATION OF

THE OZONE LAYER & WORLD OZONE DAY

21st INTERNATIONAL DAY OF PEACE AND NON-VIOLENCE

Important Days & Dates



OCTOBER

01st BLOOD DONATION DAY & INTERNATIONAL DAY OF

OLDER PERSONS

02nd WORLD HABITAT DAY

04th WORLD ANIMAL WELFARE DAY

08th INDIAN AIR FORCE DAY

11th INTERNATIONAL DAY FOR NATURAL DISASTER

REDUCTION

16th WORLD FOOD DAY

17th INTERNATIONAL POVERTY ERADICATION DAY

24th UNITED NATIONS DAY

NOVEMBER

10th INTERNATIONAL SCIENCE DAY

14th CHILDREN'S DAY

16th INTERNATIONAL DAY OF TOLERANCE

DECEMBER

01st WORLD AIDS DAY

02nd NATIONAL POLLUTION DAY

04th NAVY DAY

08th PRO LIFE DAY

10th HUMAN RIGHT DAY

14th NATIONAL ENERGY CONSERVATION DAY

23rd FARMER'S DAY

25th CHRISTMAS DAY



Date	Day
Date	Day



Date	Day
Date	Day

I will praise you God with my whole heart. (Ps:138/1)



Late Coming Record

Date	April	May	July	Aug.	Sept.
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31					

Late = LT, Absence = AB, Sick = SK

Late Coming Record



Date	Oct.	Nov.	Dec.	Jan.	Feb.
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					
31					

Late = LT, Absence = AB, Sick = SK



Date	Subject	Teacher's Signature	Parent's Signature



Date	Subject	Teacher's Signature	Parent's Signature



	Parent's Signature
Teacher's Signature	



Date	Subject	Teacher's Signature	Parent's Signature



Without Proper Uniform

Ticked date indicate days when the child was not in proper uniform, disciplinary action will be taken against student who is a regular uniform defaulter

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

Without Proper Uniform



Ticked date indicate days when the child was not in proper uniform, disciplinary action will be taken against student who is a regular uniform defaulter

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



Leave / Absence Record

Namo	Class	Div
Name	Class	DIV

Date	No. of Days Absent	Reason	Parent's Signature	Principal's Signature

Leave / Absence Record

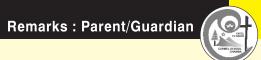


Date	No. of Days Absent	Reason	Parent's Signature	Principal's Signature



Remarks : Parent/Guardian

Date	Remarks	Parent's / Guardian's Signature	Teacher's Signature

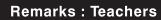


Date	Remarks	Parent's / Guardian's Signature	Teacher's Signature
134)			



Remarks : Teachers

Date	Remarks	Teacher's Signature	Parent's / Guardian's Signature



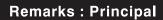
	1
	۱,
7 7	
CARMEL SCHOOL CHAMBA	

Date	Remarks	Teacher's Signature	Parent's / Guardian's Signature
100			



Remarks : Principal

Date	Remarks	Principal's Signature	Parent's / Guardian's Signature



	۱
TO SERVE	
CARMEL SCHOOL CHAMBA	

Date	Remarks	Principa l 's Signature	Parent's / Guardian's Signature



Examinations

Subjects	Unit Test - I (50 marks)	Half Yearly (100 marks)	Unit Test - II (50 marks)

KEY TO GRADES

Grade A+ : 90% to 100%

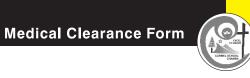
Grade A : 80% to 89%

Grade B+ $\,:70\%$ to 79%

Grade B : 60% to 69%

Grade C+ : 50% to 59%

Grade C : 40% to 49% Grade D : Below 40%



MEDICAL CLEARANCE FORM

		Date
Name	_ Age _	Sex
Class / Sec	_	
Height	_cms.	Weightkgs
Specific diseases suffered in the past		
Operation undergone in the past, if any, specify		
Allergies, if any		
Any other disease for which child is on regular medication		
Medication Given(Attach Doctor's Prescription)		
This individual is physically : (plea	ıse tick)
☐ Able	nysical	Education activities.
(attach doctor's certificate reg		
		Signature/Stamp
 Parent's Signature	Name _	Examining Physician
Tel. :		Tel. :



Monday	Tuesday		Wednesday		Thursday	day		Friday	Saturday
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Saturday											
Friday											
ау			A						A K		
Thursday			Ш			S			Ш		
			ш			S			Ж		
Wednesday			В			Ш			В		
Wedn			⊥			C			Τ		
			æ			Е			Ж		
Tuesday			0			Я			0		
Ĕ			エ						エ		
			S						S		
Monday											
Period	_	=		≡	≥		>	I		II/	NIII/

MEDICAL CLEARANCE FORM

	Date	
Name	Age Sex_	
Class / Sec		
Height	cms. Weight	kgs.
Specific diseases suffered in the past		
Operation undergone n the past, if any, specify		
Allergies, if any		
Any other disease for which ch	aild	
s on regular medication		
Medication Given (Attach Doctor's Prescription) This individual is physically: (Able } to participate in	please tick)	
Medication Given(Attach Doctor's Prescription) This individual is physically : (olease tick) n Physical Education acti	
Medication Given(Attach Doctor's Prescription) This individual is physically: (Able	olease tick) n Physical Education acti	vities.
Medication Given (Attach Doctor's Prescription) This individual is physically: (Able Not able	please tick) n Physical Education acti regarding illness)	vities.



Date	Day
Date	Day



Date	Day
Date	Day

I will praise you God with my whole heart. (Ps:138/1)



Date	Day
5	
Date	Day

The Lord bless you and keep you. (Num: 6/24)



Date	Day
Date	Day
Rejoice in the Lord always. I will say it a	gain: Rejoice. (Phil:4/4)
	(Pnii:4/4)



Date	Day
Date	Day



Date	Day
Date	Day



Date	Day
Date	Day



Date	Day
Date	Day