

Hand Book 2025-2026

**HOLY FAMILY
INTERNATIONAL SCHOOL
ELANGOI, KOTTAYAM – 686517**

Affiliated to the council for the ISC Examinations New Delhi, KE 140

Mob: 8547169641

Email: hofiselangoi@gmail.com, Website: hfcse.in



**HAND BOOK
2025 - 2026**

Name

Standard.....Divison.....

Telephone.....

Class Teacher

This Handbook is to be brought to the class every day.

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SCHOOL HOURS

09.30 am to 03.30 pm

OFFICE HOURS

08.30 am to 04.30 pm

**The office remains closed
on Sundays and Public holidays**

VISITING HOURS

PRINCIPAL

Monday to Friday

10.15 am to 3.30 pm

TEACHERS

Tuesday and Thursday

3.30 pm to 4.00pm

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**HOLY FAMILY INTERNATIONAL SCHOOL
ELANGOI, CHAMAMPATHAL - 686517**

MEMORANDA



Name of the Student
Class Div. Date of Birth
Blood Group Nationality Aadhar No:
Religion Caste Category (Gen/OBC/OEC/SC/ST)
Local Body: Panchayath ☐ Municipality ☐ Corporation ☐ (Tick)
Name of the Local Body
Name of the Father.....
Occupation Office Address
.....
Phone (Office) Mobile
Name of the Mother
Occupation Office Address
.....
Phone (Office) Mobile
Residential Address
.....
Phone Email

Own Brothers\ Sisters (Siblings) studying in this School

1. NameClass.....Div.....
2. NameClass.....Div.....
3. NameClass.....Div.....



Signature of Father:

Mother:

If there are any change of Phone/Mobile No. or Address, the parent should inform in writing

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**DECLARATION BY THE
PARENT / GUARDIAN**

I....., the Parent / Guardian of

.....
.....

have carefully read the Rules and Regulations given in this diary. I am fully aware that these rules are intended to inculcate in my ward a sense of self-discipline and to maintain the high tone of character of the students of this Institution. I, therefore, undertake to make a wholesome contribution in the upbringing of my ward and assure the management of Holy Family International School, Elangoi, of my co-operation and promise to abide by the rules and regulations contained in this Prospectus.

Date.....

.....

Signature of the Parent / Guardian

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**HOLY FAMILY
INTERNATIONAL SCHOOL
ELANGOI, CHAMAMPATHAL- 686517**

Affix here the
latest photograph
of the student

Name

Std Div..... Roll No

Date of birth

Father's name

Occupation

Mother's name

Occupation

Address (Res.)

.....

Tel (Res)

Other numbers to contact } 1.
in case of emergency } 2.

School Bus No. Bus stop

Own Brothers\ Sisters studying in this School

1. Name Class.....Div.....

2. Name Class.....Div.....

3. Name Class.....Div.....

4. Name Class.....Div.....

Signature of Father: **Mother:**

If there are any change of Phone/Mobile No. or Address, the parent should inform in writing

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Patron

H.E. MAR. JOSE PULICKAL

Managing Trustee

REV. FR. BOBY ALEX MANNAMPLACKAL

Manager

REV. FR. PHILIP THADATHIL

Principal

FR. DENNO MATHEW

Vice Principal/Administrator

FR. BINU JOSEPH

FOR COMMUNICATION

Manager : 8281767640

Principal : 8281789660

Vice Principal : 8281759660

Office : 8547169641

PRAYER SONGS

- 1) There shall be showers of blessings
This is the promise of God
There shall be seasons refreshing
Sent from the Father above

Showers of blessings
Showers of blessings we need
Mercy drops round us are falling
But for the showers we plead

There shall be showers of blessings
Send them upon us Oh! Lord
Grant to us now a refreshing
Come and now honour Thy word
- 2)
 - i) We are gathering together unto Him (2)
Unto Him shall the gathering of the people be
We are gathering together unto Him
 - ii) We are praying together unto Him
 - iii) We are thanking together unto Him
- 3) **God's love is so wonderful (3)**
O wonderful love
So high you can't get over it.
So deep you can't get under it.
So wide you can't get around it.
O wonderful love.
The love of Jesus, sweet and wonderful (3)
Oh, oh, wonderful love!
Higher than the sky
Deeper than the ocean
Wider than the universe
Oh, oh, wonderful love!

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- 4) **I just keep trusting my Lord**
As I walk along
I just keep trusting my Lord
And He gives me a song
Though the storm clouds darken the sky
Over the heavenly trail
I just keep trusting my Lord
He will never fail
He's a faithful friend (2)
Such a faithful friend (2)
I can count on Him (2)
To the very end (2)
- 5) **Make me a channel of your peace,**
Where there is hatred let me bring your love,
Where there is 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,
Where there's despair in life let me bring hope,
Where there is darkness, Lord, your shining light
And where there's sadness, ever joy.
 Make me a channel of your peace,
 It is in pardoning that we are pardoned,
 In giving to all men that we receive,
 And in dying that we're born to eternal life.
- 6) When upon life's billows you are tempest tossed
 When you are discouraged thinking all is lost,

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Count your many blessings name them one by one,
And it will surprise you what the Lord has done

CHORUS:

*Count your blessings name them one by one
Count your blessings see what God has done,
Count your blessings name them one by one
And it will surprise you what the Lord has done*

Are you ever burdened with a load of care
Does the cross seem heavy you are called to bear,
Count your many blessings every doubt will fly,
And you will keep singing as the days go by!

CHORUS

Count your.....
When you look at others with their lands and gold,
Think that God has promised you his wealth untold
Count your many blessings wealth can never buy
Your reward in heaven nor your home on high

CHORUS

Count your.....

7) Anytime anywhere I can pray

And my God will hear what I say
When each morning I wake
I remember to take
Just a moment to thank him for this day
For the wonders I find on the way
In my mind In my heart I can pray
Even when there is crowd
and I can't pray out loud
Still my God will hear me anyway

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Anytime anywhere I can pray
And my God will hear what I say
In the night he will hear
When I call he is near
Any time any where I can pray

- 8) This is my prayer today
May the Lord guide and pave your way
With fragrance of life
Conceived in His light for always

If the road that you traveled now
Seems uphill and brings you down
Then don't you despair cause God's always there
To sharing your prayer

This is my prayer today
May the Lord guide and pave your way
With fragrance of life
Conceived in His light for always

If you find there's no place to hide
From oceans with changing tide
them don't you despair you'll find Him there
just reach out in prayer

This is my prayer today
May the Lord guide and pave your way
With fragrance of life
Conceived in His light for always

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- 9) ***Lord I lift Your name on high
Lord I love to sing Your praises
I'm so glad You're in my life
I'm so glad You came to save us***

You came from heaven to earth – To show the way
From the earth to the cross – My debt to pay
From the cross to the grave
From the grave to the sky
Lord I lift Your name on high

- 10) **All the earth proclaim the Lord, Sing your
praise to God.**
1. Serve you the Lord heart filled with gladness
 Come into His presence singing for joy.
 2. Know that the Lord is our Creator.
 Yes, He is our Father, we are His own.
 3. We are the sheep of His green pasture
 For we are His people, He is our God.
 4. Enter His gates bringing thanksgiving;
 O enter His courts while singing His praise.

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11) ***I sing a song to You, Lord, a song of love and praise
All glory be to You, Lord, through everlasting days.***

1. Holy, holy, holy, mighty Lord and God
He who was and is now, and who is to come.
2. Worthy is the slain Lamb, honour Him and praise
We rejoice with gladness, sing our love today.
3. He has used His power, has begun His reign
So rejoice, you heavens, and proclaim His name.

12) ***Sing to the mountains, sing to the sea
Raise your voices, lift your hearts.
This is the day the Lord has made
Let all the earth rejoice***

I will give thanks to You, my Lord.
You have answered my plea.
You have saved my soul from death
You are my strength and my song.



PRAYERS

MORNING PRAYERS

- I. O God/ bless our work and studies/ which we are going to begin/
for your greater glory and our salvation.
- II. Lord our God / We adore you / We love you. / Enlighten our
minds / and bless our studies./ Bless us / to become / full-fledged
human beings. / Guide us / in our thoughts / words and deeds /
that we may not falter / in our lives /. Amen.

EVENING PRAYER

God our father / we give thanks to you / the seat of wisdom /
and infinite love / for all the blessings / You have showered on us
today./ Bless our teachers / parents / benefactors / and the whole
world. Amen.

THE 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 today our daily bread and 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

HAIL MARY

Hail Mary full of grace/ the Lord is with You / blessed are You
among women / and blessed is the fruit of Your womb, Jesus.

Holy Mary / Mother of God / pray for us sinners / now and at
the hour of / our death. Amen.

PRAYER BEFORE CLASS

O God/ You who are truth/ and the origin of all knowledge/
bless our studies/ which we consecrate to You/ Enlighten our
minds/ strengthen our memories/ and direct our wills/ towards
what is right. Amen

PRAYER AFTER CLASS

O God/ infinite wisdom/ and the source of all knowledge/ grant
that/ we may remember/ what we have learned./ Forgive us our
shortcomings/ and give us the courage/ to follow always/ the
path of truth. Amen

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PRAYER BEFORE MEALS

Bless us O Lord and these gifts, which we are about to receive from your bounty through Christ our Lord. Amen

PRAYER AFTER MEALS

We give you thanks Almighty God for all the benefits we have received from your bounty through Christ our Lord. Amen

PRAYER BEFORE EXAMINATION

O God / bless us this day / of our examination / enlighten our minds / strengthen our memory / and direct our will / to do well / in today's examination. Keep us healthy / in mind and body / all through our examination days. Amen.

STUDENT'S PRAYER

O my Divine Master teach me to learn
and master my subjects.
Teach me to be wise in using my
talents and opportunities.
Teach me to learn from life itself.
Bless my parents, teachers and benefactors.
And let Your light ever shine
on me. Amen.

TEACHERS' PRAYER

God, our Lord and Guide,
We thank you / for calling us to be teachers. We praise you / for enlightening our minds / with your wisdom. We worship you / for your unfailing love.
Strengthen us / to teach our students / with passion and dedication. Help our students / to learn well / and to become / selfless and pure in heart. Sanctify our lives/ with your holiness.
Protect us / and our school / from all dangers. Shower upon our school / your blessings in abundance / so that we may grow in you / day by day. Amen.

THE NATIONAL ANTHEM

जन गण मन
अधिनायक जय हे
भारत भाग्य विधाता।

पंजाब सिन्ध गुजरात मराठा
द्रविड़ उत्कल बंग।
विंध्य हिमाचल यमुना गंगा
उच्छल जलधि तरंग।

तव शुभ नामे जागे
तव शुभ आशीष मागे।
गाहे तव जयगाथा।

जन गण मंगलदायक जय हे
भारत भाग्य विधाता।

जय हे, जय हे, जय हे
जय जय जय जय हे॥

"VANDE MATARAM"

वंदे मातरम्, वंदे मातरम्!
सुजलाम्, सुफलाम्, मलयज शीतलाम्,
शस्यश्यामलाम्, मातरम्!

वंदे मातरम्!

शुभ्रज्योत्सनाम् पुलकितयामिनीम्,
फुल्लकुसुमित द्रुमदल शोभिनीम्,
सुहासिनीम् सुमधुर भाषिणीम्,
सुखदाम् वरदाम्, मातरम्!
वंदे मातरम्, वंदे मातरम्॥

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.



Holy Family International School was started in June 2002. It is managed by Holy Family Educational and Charitable Trust, Elangoi. It follows I.C.S.E pattern.

Mar Jose Pulickal, the bishop of Kanjirappally is the patron of the school.

MOTTO

‘Love, Dharma and Peace’ is the motto of Holy Family International School. The school encourages the students to practice charity in a world vitiated by selfishness and individualism. Dharma underlines the importance of moral values for a contented life. Peace is the fruit of the practice of love and dharma.

VISION

The vision of Holy Family International School is to contribute towards the progress and well being of individuals and society through the pursuit of education and research at the highest international levels of excellence.

MISSION

Holy Family International School strives to mould each student into a well-integrated person intellectually developed, emotionally intelligent, physically sound, morally upright, socially concerned and spiritually motivated so that a student may become a responsible citizen of India with a universal outlook.

AIMS AND OBJECTIVES

Holy Family International School is owned by the Diocese of Kanjirapally. The objective of the school is to provide sound education designed for the allround development of the child. In other words, we prepare the pupils to face the challenges of tomorrow and to enable them to develop into better minds, hearts, physique and to attain intellectual, moral, ethical and social excellence. Special emphasis is laid on the natural virtues of truthfulness, honesty, politeness, industry, simplicity and self-discipline.

The pupils are prepared for the Indian Certificate for Secondary Education (ICSE) Examination taken at the end of Std X.

GENERAL RULES

- 1) A sense of discipline and respect for rules have to be inculcated and cultivated in the students in their school days so that they may grow into a disciplined citizen. A strict observance of the rules and regulations of the school helps them in this regard. So the rules and regulations have to be looked upon not as restrictions imposed on them but as part of their school life that helps them in the formation of genuine character. All the school activities are directed towards this end.
- 2) A student of Holy Family International School is expected:
 - a) To observe faithfully the rules of discipline and obey all authorities;
 - b) To develop healthy habits of mind and body by constant self discipline;
 - c) To acquire qualities of leadership and competency in the art of expression and persuasion;
 - d) To strive to be gentle and learn to serve and be helpful to others;
 - e) To be friendly and courteous to all visitors;

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- f) To be truthful and honest whatever be the cost;
 - g) To be respectful to his/her parents and elders;
 - h) To have a sense of neatness and cleanliness of himself/herself and surroundings.
3. The medium of instruction is English and students are expected to communicate in English at all times.
 4. Attend school regularly and be on time to school and to the class.
 5. Come neatly dressed in the proper school uniform.
 6. It is compulsory to wear the school issued ID card to school everyday. Not bringing the ID card could result in the child not being allowed into the School premises.
 7. The students should be inside the school campus at least 5 minutes before the first bell. Strict action will be taken against students frequently coming late.
 8. Be respectful and courteous to fellow students, parents, guardians, teaching and non-teaching staff.
 9. Do school work and homework neatly and completely.
 10. Students celebrating their birthday are permitted to distribute candy/chocolates only.
 11. Students will refrain from damaging any form of school property. The school reserves the right to be compensated by the student for any such damages.
 12. Students will refrain from littering and keep the school premises clean.
 13. Any form of bullying, ragging, verbal or physical fights will result in a disciplinary committee review and could result in suspension/expulsion.
 14. Parents can meet teachers only during Parent - Teacher Meetings and Meeting teachers during school hours is strictly prohibited.
 15. The school reserves the right to search the school bag of any student at any time.

DISCIPLINARY RULES

- 1) Textbooks and notebooks according to the timetable of the day must be brought to the class.
- 2) No newspapers, periodicals, comics, magazines, toys, mobile phones other electronics items etc. are to be brought to the school without the permission of the Principal.
- 3) Students must speak English in the campus.
- 4) Students should bring their handbook to school everyday.
- 5) Students should not bring to school cash, electronic items any costly ornaments for the safety of which neither the Management nor the teachers will be held responsible.
- 6) During recess and play time students should not go out of the school campus. They should avoid all kinds of eatables which are unhygienic but attractive and easily available. Please keep in mind that such eatables are injurious to health.
- 7) Students should never forget to greet the teachers and elders saying 'good morning or good afternoon' as the case may be. They should also greet one another.
- 8) If the teacher has not come to the class at the start of a period, the class leader should see to the discipline of the class. If the teacher does not come even after three minutes the class leaders should report the matter to the Principal.
- 9) Students should see that no damage is done to the school property. They should not write on, or deface the walls, furniture, laboratory apparatus, musical instruments and library books. Those who cause such damage will be liable to repair it at their own expenses.
- 10) Any exchange of articles or money transaction between students is not allowed. No collection of any sort is to be made without the prior permission of the Principal.

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- 11) Although every care will be taken of a pupil's property, the school does not hold itself responsible for any theft, damage or loss of it. However, students are supposed to contact the office to report the loss and to reclaim their lost property, if obtained in the office.
- 12) If anybody finds any lost article anywhere on the campus or outside, it should be handed over to the office as it is the duty of a good student.
- 13) Students shall wear their school uniform on all working days except on the days granted by the Principal.

Fine will be charged for the loss/damage of ID card, Belt, and Any Badge of recognition that are given from the school. Also the students are liable to meet the cost of new identity card in case of loss/damage of the same.

ADMISSION, PROMOTION AND WITHDRAWAL

- 1) Admission to the school is restricted by certain Government regulations and by conditions of age, ability and conduct. Hence applications for admission will be processed and candidate will be rated and admitted to the classes they deserve.
- 2) New students must be introduced personally by their parents or guardians who will be responsible to the school authorities for their conduct, regularity and payment of fees.
- 3) The Principal reserves the right to reject any application without having to assign reasons for his action.
- 4) Promotions may depend upon the general progress of the student during the academic year and not merely on the result of the annual examination. The basis of promotion declared by the authorities will be strictly adhered to. Attendance is also a major criterion for promotion.

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- 5) Records of internal assessments, average attendance and directions from the Council for the Indian School Certificate Examinations are also taken into account in the matter of promotion.

LEAVE OF ABSENCE

- 1) As regular attendance is an important element for successful school work, no student should absent himself/herself from class without serious reason.
- 2) Grant of leave for a part of the day must be obtained from the Principal by a written application from the parent or guardian stating clearly the reasons on the LEAVE APPLICATION page of the Handbook.
- 3) Those who return to school after absenting themselves without due leave shall not enter the class without the expressed permission based on the leave-note of the parents written on the LEAVE APPLICATION page of the handbook.
- 4) In the case of long illness, the Principal must be informed in writing within eight days. In such cases a separate leave application from the parent with a medical certificate has to be produced on the first day of the return of the student to the school after his/her illness.
- 5) Repeated or extended absence of fifteen days without leave of absence may forfeit the right of the students to continue in the institution. Re-admission, if granted, will be only be after payment of fresh admission fees.
- 6) Students who absent themselves from any of the terminal examinations for any reason other than sickness justified by a medical certificate, will be considered having failed for the particular examination. (unless the student appears for another similar examination at the discretion of the Principal.)

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FEE

- 1) School fees can be paid as four instalments.
Details are given in the page 31
- 2) After the due date on the fees the defaulters will have to pay the fees only with fine. The fine may vary in proportion to the delay in paying the fees.
- 3) Those who do not clear all the dues for the term will not be allowed to appear for the examination.

FEES CONCESSION

Over the years, the school has been very generous in giving fees concession to the deserving students as and when required. However, request for fees concession/exemption has to be renewed every year without fail in order to avail the facility. All such provision will stand cancelled unless the renewal of the same is not done within one month of the beginning of the academic year. Please note that a mere submission of application will not ensure any such concession but is subjected to the discretion and approval of the management.

The following documents are to be submitted to the school MANAGER to avail fees concession/exemption of any kind.

1. Hand written application letter
2. Duly filled application form received from the office
3. Copy of Aadhar Card
4. Recommendation from any of the following
 - a. Parish Priest
 - b. Respective religious or community leader
 - c. Ward Member
 - d. Any elected representative of the state

RECOMMENDATIONS TO THE PARENTS

- 1) Parents are expected to do their part in inculcating regular work and study habits in the children. They should see that their children prepare their lessons according to a timetable set at home.
- 2) Make sure that your wards are not wasting away their valuable time by merely watching T.V. on holidays and working days. Encourage them to watch only those programmes which are informative and illustrative.
- 3) Parents are informed that regularly teachers are likely to send reports, messages and SMS. Progress reports are issued after each examination. Please sign such reports and check the messages and SMS in your cellphone and the Hand book in time.
- 4) Communications and suggestions for improvements are most welcome. But such communications are to be given or sent only to the Principal and not to the teachers.
- 5) In urgent situations if a student needs to be sent home for a session or a period early, parents should approach the Principal with a written request for the same on the LEAVE/ABSENCE RECORD page of the Handbook.
- 6) Withdrawal of your child from the class for mere social functions is not recommended, because it retards the child's progress in school and minimizes his/her respect for regularity and hard work, with consequent failure to make progress in his/her studies.
- 7) Parents or guardians are always welcome to the school to check the progress of their children, but without disturbing the normal schedule of the school activities.
- 8) Parents or guardians are not expected to walk along corridors and hall ways nor are they expected to meet and talk to the teachers and students. If anybody wants to meet a child or a staff member during class time for any urgent matter, let them approach the Principal for help.

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- 9) Criticism of the teachers or of the school in the presence of the children must be totally avoided because it causes them to lose respect for his/her teachers with the consequent failure to learn from the teacher.
- 10) Students who are suffering from any infectious disease are not to be sent to the school before complete cure and convalescence.
- 11) Cleanliness is next to godliness. Children must be clean in their habits and neatly dressed. Parents are requested to see that the children leave their homes in full decorum.

SCHOOL LIBRARY

- 1) The school has a well equipped and computerized library and a reading room. A period in a week is allotted to each class for the use of the library.
- 2) Reference books, periodicals and journals should not be taken out of the reading- room. Students can borrow only one book at a time and may retain it only for a period of one week. Books borrowed are non-transferable.
- 3) A fine of Rs.5/- for a week and Re.1/- per day will be charged for those who do not return books on time.
- 4) Borrowers should report any damage, loss of pages, pictures, etc., to the librarian before they accept the books. If any book is lost, damaged or badly handled, the double price or a new copy of the book should be submitted.
- 5) Strict silence should be maintained inside the library. The school library will be opened from 9.15 am to 4.30 pm from Monday to Friday.

CO-CURRICULAR AND CLUB ACTIVITIES

- 1) To develop the varied interests and different talents of the pupils, we provide ample opportunity, through several co-curricular activities. Besides formal training, the students are given

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opportunity to get involved in artistic, cultural and social activities through various associations and clubs.

- 2) Participation in the co-curricular activities and membership in any one of the clubs are compulsory.

GUIDANCE AND COUNSELLING CELL

- 1) The school has a Guidance and Counselling Cell which enables to modify and to enhance the psychological well-being of the pupils. It also helps the students who are disturbed psychologically, socially, emotionally or situationally. Unless and until the student is able to manage the emotional disturbances, his/her studies will be affected. Guidance and counselling cell provides systematic ways of helping the students learn the personality adjustments.
- 2) It is desirable for the parents to make use of the service of the Guidance and Counselling Cell. Parents are requested to obtain prior appointment for this purpose.

KID'S CHECKLIST

When you are ready to come to School,
ask yourself..... Did I.....

- ❖ do my homework?
- ❖ take two sharpened pencils, and eraser and colours?
- ❖ pack my bag according to the Time - table?
- ❖ get my diary signed?
- ❖ wear my Identity card?
- ❖ keep a napkin?
- ❖ remind my mom to pack a healthy snack box?
- ❖ check if all my belongings are properly labeled?

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GRADING SYSTEM

90% or above	-	A+	1	Outstanding
80-89%	-	A	2	Excellent
70 – 79%	-	B+	3	Very Good
60 – 69%	-	B	4	Good
50 – 59%	-	C +	5	Average
40 – 49%	-	C	6	Not satisfactory
Below 40%	-	D	7	Fail

- 1) Irregularity in attendance, habitual idleness, disobedience or defiance of authority, lack of sufficient improvement in conduct and studies even after warnings for amelioration are sufficient reasons for the dismissal of a student.
- 2) A student failing twice consecutively in the same class is sufficient reason to discontinue.
- 3) No leaving certificate is issued unless the parents make request in writing. One month's notice of the withdrawals is required. No leaving certificate will be issued until all the fees and dues have been paid.

CRITERIA FOR INTERNAL ASSESSMENT

Following are the criteria for internal assessment in every term. Teachers can choose any criteria from the options given suitable to the subject. All are requested to take utmost care for the completion of the same well in time. Total marks allocated is for the internal assessment will be 20.

	Mode of Assessment	Marks
I	Test Paper, Dictation (Minimum – 2, Maximum - 4)	25
II	Assignments (Project, Seminar, Models, Charts, Debates, Quiz, Written Assignment)	20
III	LSRW	100
IV	Assessment by the Teacher (Attendance, Discipline, Class response, Uniform, ID Card, Neatness, Cleanlines, Rule of language etc.)	4

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CRITERIA FOR THE PROFICIENCY AWARD

Following criteria will be applied while calculating for the award of Proficiency in an academic year

1. Aggregate marks of the three written examinations alone will be considered for the award
2. Students should have above 90% attendance
3. Required minimum percentage of marks that a student should have in order to be eligible for consideration for the proficiency award
 - a. K G Classes = 97 %
 - b. Class 1-7 = 95 %
 - c. Class 8 – 10 = 90 %
4. If there are more students who meet the above eligibility criteria, only the TOP 5 STUDENTS from KG section and TOP 3 STUDENTS from Class 1-10 will be given the proficiency award.

PARENT- TEACHER ASSOCIATION

- 1) The Parent Teacher Association is an advisory organization for the effective functioning of the school.
- 2) The Executive Committee of the PTA helps the Management to chalk out various academic and co-curricular activities for the allround development of students. The executive committee is elected during the first General Body Meeting of the PTA.
- 3) Parents are requested to take active and helpful interest in the activities of the PTA and to be present for the meetings of the PTA whenever they are held.

Hand Book 2025-2026

DRESS CODE

Class	Gender	Dress code
LKG to Std I	Boys	Half Pants, Shirt & Tie
	Girls	Shirt, Fino & Tie & Belt
Std II to X	Boys	Pants, Shirt & Tie
	Girls	Pants, Shirt, overcoat & Tie

- ♦ Monday & Friday
 - Black shoes & Navy blue Socks and school uniform.
- ♦ Wednesday
 - Students should wear 'T' shirt Track pants and white canvas shoes.
- ♦ Tuesday & Friday
 - Black Sandals and school uniform.

HAIR STYLE

Boys

- ♦ Keep hair neat, clean and well - groomed at all times
- ♦ Should avoid extreme style such as shaved pattern, Navycut, Mohawks etc.
- ♦ Should not use hair colours.

Girls

- ♦ For long hair - two plaits
- ♦ Medium long hair - two ponytail hair style
- ♦ Bob hair - black or navy blue hair band
- ♦ Should avoid hair colouring

Hand Book 2025-2026

A MODEL DAILY PROGRAMME

5.30 a.m.	Rising & Morning Wash, Prayers
6.00 to 7.45 a.m.	Study
7.45 to 8.30 a.m.	Breakfast
	Newspaper reading, to school
9.20 to 3.30 p.m.	School
4.00 to 6.00 p.m.	Play, Bath
6.00 to 7.00 p.m.	Study
7.00 to 7.45 p.m.	Entertainment Time
7.45 to 8.15 p.m.	Prayers
8.15 to 9.00 p.m.	Supper with parents
9.00 to 10.00 p.m.	Study
10.00 p.m.	To Bed

N.B. Parents are requested to help their child to frame and follow a feasible programme of study on holidays as well as on working days.

Hand Book 2025-2026

DETAILS OF FEE PAYMENT

FOUR INSTALMENTS - JUNE, AUG, NOV & JANUARY

Class:

Div :

Name of the Student

Class	Play Class	KG	LP	V to IX	X
School Fee	4500	4900	5250	6250	6600
30 - Jun					
16-Aug					
15-Nov					
15-Jan					

Bank Details-

State Bank of India
Branch : Kodungoor
Ac/ No. 33908045674
IFSC Code- SBIN 0012859

*(Please mention name and class of the student in the bank slip
and report on the same day to the office.)*

*Fine will be charged @ Rs. 50 after the due date. The fine may vary in
proportion to the delay in paying the fees.*

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STAFF - PHONE NUMBERS

SIno	Name	Class	Subject	PhoneNumber
1	Biji jijo	Class X	Physics & Chemistry	9446275143
2	Jobil Sebastian	Class IXA	Maths	9447601276
3	Sini K Thomas	Class IXB	Geography	9946466207
4	Philomina Jacob	Class VIIIA	History	9497321645
5	Sreejaya V S	Class VIIIB	Malayalam	9447700162
6	JinsmonAnto	Class VIIA	Hindi	9744369035
7	Nisha C Aerthayil	Class VIIB	English	8592015603
8	Biju M Johnson	Class VI	Science	9081097880
9	Remya Santhosh	Class VA	Biology	8606032291
10	M K Krishna	Class VB	English	7034229324
11	Leena Renjikumar	Class IVB	English	9778187780
12	Anjali M	Class IIIA	EVS	7034714538
13	Sunumol Saiju	Class III B	Malayalam	9562983150
14	Jayasree A G	Class IIA	Hindi	9947422279
15	Sreeja Sreekumar	Class IIB	Maths	9961247452
16	Rehmath T S	Class IA	Malayalam	8113088670
17	Sayana K P	Class IB	SocialStudies	8089515669
18	Jancy Tomy	UKG A	Maths	9605403322
19	Jaya Joseph	UKG B	Malayalam	6235234850
20	Jainy Sebastian	LKG A	English &Hindi	9961841144
21	Rejani R	LKG B	English & Hindi	9847192422
22	JessammaJacob	Playclass	EVS	9207205716
23	Priya Jose		IT	7558979034
24	Naveen S Olickal		Maths	9400550437
25	Deepa Aji		Art&Craft	7025447188
26	PradeepKumar M T		PT	9656248422

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PHONE NUMBERS			
Sl.No	Name	Designation	Phone Number
1	Anthu Mary	Office Secretary	9605113622
2	Thomas Sebastian	Accountant & PRO	9619197330
3	Linta Joseph	Office Staff	6238482370
4	Rijosh James	Staff	7012320968
5	Sherly Philipose	Staff	9656571236
6	Mercy Sabu	Staff	9605265152
Bus Helpers & Drivers			
1	Santhosh	Driver, Bus No 2	9744140680
2	Shiny John	Helper, Bus No 2	8590609139
3	T Sabu	Driver, Bus No 3	9961898727
4	Mini C Kaimal	Helper, Bus No 3	9947994176
5	Prakash K	Driver, Bus No 4	9400849119
6	Sindhu	Helper, Bus No 4	9744238334
7	Mohanan	Driver, Bus No 5	9446756471
8	Silvi	Helper, Bus No 5	9656981040
9	Siju	Driver, Bus No 6	9562854484
10	Mayakumari	Helper, Bus No 6	9846348713
11	Joseph Cheriyan	Helper, Bus No 7	6238696158
12	Shanti	Helper, Bus No 7	9656560287
13	Sajan M George	Driver, Bus No 8	9495110981
14	Jincy	Helper, Bus No 8	8157053185
15	T G Suresh	Driver, Bus No 9	9446493791
16	Sini	Helper, Bus No 9	7025039113

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2025 JUNE

Date	Day	Events
1	SUN	Holiday
2	MON	Reopening Day
3	TUE	Class, Inauguration of academic year council
4	WED	Class, PTA & Opening Of LKG, Holiday for UKG
5	THU	Class
6	FRI	Holiday - Bakrid
7	SAT	Holiday
8	SUN	Holiday
9	MON	Class, Opening of Play Class, Investiture ceremony
10	TUE	Class
11	WED	Class, investiture ceremony
12	THU	Class
13	FRI	Class, House Meeting
14	SAT	Second Saturday, PTA Annual Meeting
15	SUN	Holiday
16	MON	Class
17	TUE	Class
18	WED	Class
19	THU	Class, Sports day For Classes I to IV
20	FRI	Class
21	SAT	Holiday
22	SUN	Holiday
23	MON	Class
24	TUE	Class
25	WED	Class, Zonal Skating Competition (CISCE)
26	THU	Class, Zonal Kho- Kho Competition (CISCE)
27	FRI	Class, Sports day For Classes V to X
28	SAT	Holiday
29	SUN	Holiday
30	MON	Class, Staff Meeting

Total Number of Working Days in June: 20

Hand Book 2025-2026

2025 JULY

Date	Day	Events
1	TUE	Class, Academic Council
2	WED	Class
3	THU	Holiday, St. Thomas Day
4	FRI	Class, Holy Mass for Catholic students
5	SAT	Holiday
6	SUN	Holiday
7	MON	Class
8	TUE	Class
9	WED	Class
10	THU	Class
11	FRI	Class
12	SAT	Holiday
13	SUN	Holiday
14	MON	Class
15	TUE	Class
16	WED	Class
17	THU	Class
18	FRI	Class, Social Science Fair & Work Experience Fair
19	SAT	Holiday
20	SUN	Holiday
21	MON	Class, Chess Competitions
22	TUE	Class
23	WED	Class
24	THU	Holiday
25	FRI	Class, First mid - semester exam for class 1 - IX
26	SAT	Holiday
27	SUN	Holiday
28	MON	Class, First mid - semester exam for class 1 - IX
29	TUE	Class, First mid - semester exam for class 1 - IX
30	WED	Class, First mid - semester examination 1 - IX
31	THU	Class, First mid - semester examination , Staff meeting
		Total Number of Working Days in July: 22

Hand Book 2025-2026

2025 AUGUST

Date	Day	Events
1	FRI	Class, First mid - semester exam for class 1 - IX , Holy Mass for Catholic students
2	SAT	Holiday
3	SUN	Holiday
4	MON	Class, First mid - semester examination For Class 1 - IX
5	TUE	Class, First mid - semester examination Class 1- IX
6	WED	Class, First mid - semester exam for class 1 - IX
7	THU	Class
8	FRI	Class
9	SAT	Holiday
10	SUN	Holiday
11	MON	Class
12	TUE	Class, Literary Competitions
13	WED	Class
14	THU	Class
15	FRI	Holiday : Independence day.
16	SAT	PTA after First Mid - Semester Examination
17	SUN	Holiday
18	MON	Class, Science Quiz LP , UP & HS
19	TUE	Class
20	WED	Class
21	THU	Class
22	FRI	Class
23	SAT	Holiday
24	SUN	Holiday
25	MON	Class
26	TUE	Class
27	WED	Class
28	THU	Holiday Ayyankali Jayanthi
29	FRI	Class, Cultural Fest
30	SAT	Holiday
31	SUN	Holiday
		Total Number of Working Days in August: 21

Hand Book 2025-2026

2025 SEPTEMBER

Date	Day	Events
1	MON	Class, Academic council
2	TUE	Class
3	WED	Class, Teachers day Celebration
4	THU	Onam Celebration
5	FRI	Onam Holiday, Nabidinam, Teachers' day
6	SAT	Onam Holiday
7	SUN	Onam Holiday
8	MON	Onam Holiday
9	TUE	Onam Holiday
10	WED	Onam Holiday
11	THU	Onam Holiday
12	FRI	Onam Holiday
13	SAT	Onam Holiday
14	SUN	Holiday, Srikrishna Jayanthi
15	MON	Classes resume after Onam holiday
16	TUE	Class
17	WED	Class
18	THU	Class, IT Quiz LP, UP & HS
19	FRI	Class
20	SAT	Holiday
21	SUN	Holiday
22	MON	Class
23	TUE	Class
24	WED	Class
25	THU	Class
26	FRI	Class, Social Science Quiz LP, UP & HS
27	SAT	Holiday
28	SUN	Holiday
29	MON	Class, Gk Quiz, LP, UP & HS
30	TUE	Class, Staff Meeting
		Total Number of Working Days in September: 16

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2025 OCTOBER

Date	Day	Events
1	WED	Holiday, Mahanavami
2	THU	Holiday, Vijayadashami & Gandhi Jayanthi
3	FRI	Class, Holy Mass for Catholic students
4	SAT	Holiday
5	SUN	Holiday
6	MON	Class, Academic council
7	TUE	Class
8	WED	Class
9	THU	Class
10	FRI	Class, Calligraphy Competition
11	SAT	Holiday
12	SUN	Holiday
13	MON	First Semester exam for classes 1 - IX
14	TUE	First Semester exam for classes 1 - IX
15	WED	First Semester exam for classes 1 - IX
16	THU	First Semester exam for classes 1 - IX
17	FRI	First Semester exam for classes 1 - IX
18	SAT	Holiday
19	SUN	Holiday
20	MON	Holiday, Deepavali
21	TUE	First Semester exam for classes 1 - IX
22	WED	First Semester exam for classes 1 - IX
23	THU	First Semester exam for classes 1 - IX
24	FRI	First Semester exam for classes 1 - IX
25	SAT	Holiday
26	SUN	Holiday
27	MON	Class, Second semester begins, Language Quiz LP, UP & HS
28	TUE	Class
29	WED	Class
30	THU	Class, Staff meeting
31	FRI	Class, Science Fair & Maths Fair
		Total Number of Working Days in October: 20

Hand Book 2025-2026

2025 NOVEMBER

Date	Day	Events
1	SAT	Holiday
2	SUN	Holiday
3	MON	Class, Accademic council
4	TUE	Class
5	WED	Class
6	THU	Class
7	FRI	Class, KG Section Sports
8	SAT	PTA, (First Semester Exam Result)
9	SUN	Holiday
10	MON	Class
11	TUE	Class
12	WED	Class
13	THU	Class
14	FRI	Class, Children's day celebration & Fancy Dress Competition For KG Section
15	SAT	KG Class Tour
16	SUN	Holiday
17	MON	Class, First Model examination for class X & Semester Exam For Class IX
18	TUE	Class, First Model examination for class X & Semester Exam For Class IX
19	WED	Class, First Model examination for class X & Semester Exam For Class IX
20	THU	Class, First Model examination for class X & Semester Exam For Class IX
21	FRI	Class, First Model examination for class X & Semester Exam For Class IX (Class Tour for I & II, III & IV)
22	SAT	Holiday
23	SUN	Holiday
24	MON	Class, First Model examination for class X & Semester Exam For Class IX
25	TUE	Class, First Model examination for class X & Semester Exam For Class IX
26	WED	Class, First Model examination for class X & Semester Exam For Class IX
27	THU	Class, First Model examination for class X & Semester Exam For Class IX Staff meeting
28	FRI	Class, Class Tour for V & VI, VII & VIII -Class, First Model examination for class X & Semester Exam For Class IX
29	SAT	Holiday
30	SUN	Holiday

Total Number of Working Days in November: 21

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2025 DECEMBER

Date	Day	Events
1	MON	Class, Accademic Council, Classes for X (2026-2027) Begins
2	TUE	Class
3	WED	Class
4	THU	Class
5	FRI	Class, Holy Mass for Catholic students
6	SAT	Holiday
7	SUN	Holiday
8	MON	Second mid - semester examination Class I - VIII
9	TUE	Second mid - semester examination Class I - VIII
10	WED	Second mid - semester examination Class I - VIII
11	THU	Second mid - semester examination Class I - VIII
12	FRI	Second mid - semester examination Class I - VIII
13	SAT	Holiday
14	SUN	Holiday
15	MON	Second mid - semester examination Class I - VIII
16	TUE	Second mid - semester examination Class I - VIII
17	WED	Second mid - semester examination Class I - VIII
18	THU	Second mid - semester examination Class I - VIII
19	FRI	Christmas celebrations, Christmas Holidays begin
20	SAT	Christmas holidays
21	SUN	Christmas holidays
22	MON	Christmas holidays
23	TUE	Christmas holidays
24	WED	Christmas holidays
25	THU	Christmas holidays
26	FRI	Christmas holidays
27	SAT	Christmas holidays
28	SUN	Christmas holidays
29	MON	Classes resume after Christmas holidays, Class X Second Model Exam
30	TUE	Class, Class X Second Model Exam
31	WED	Class, Class X Second Model Exam , Staff Meeting

Total Number of Working Days in December: 17

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2026 JANUARY

Date	Day	Events
1	THU	Class, Class X Second Model Exam , Accademic Council
2	FRI	Class, Class X Second Model Exam , Holy mass for Catholic students
3	SAT	PTA
4	SUN	Holiday
5	MON	Class, Class X Second Model Exam
6	TUE	Class, Class X Second Model Exam
7	WED	Class, Class X Second Model Exam
8	THU	Class, Class X Second Model Exam
9	FRI	Annual day
10	SAT	Holiday
11	SUN	Holiday
12	MON	Class, Class X Second Model Exam
13	TUE	Class, Spelling Bee Competition
14	WED	Class,
15	THU	Class
16	FRI	Class
17	SAT	Holiday
18	SUN	Holiday
19	MON	Class
20	TUE	Class
21	WED	Class
22	THU	Class
23	FRI	Class
24	SAT	Holiday
25	SUN	Holiday
26	MON	Holiday Republic day
27	TUE	Class
28	WED	Class
29	THU	Class
30	FRI	Class, Staff Meeting
31	SAT	Holiday

Total Number of Working Days in January: 21

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2026 FEBRUARY

Date	Day	Events
1	SUN	Holiday
2	MON	Class, Accademic Council
3	TUE	Class
4	WED	Class
5	THU	Class
6	FRI	Class, Holy Mass for Catholic students
7	SAT	Holiday
8	SUN	Holiday
9	MON	Class,
10	TUE	Class
11	WED	Class
12	THU	Class
13	FRI	Class
14	SAT	Holiday
15	SUN	Holiday
16	MON	Class
17	TUE	Class
18	WED	Class
19	THU	Class
20	FRI	Class
21	SAT	Holiday
22	SUN	Holiday
23	MON	Second Semester Examination for class 1 - VIII
24	TUE	Second Semester Examination for class 1 - VIII
25	WED	Second Semester Examination for class 1 - VIII
26	THU	Second Semester Examination for class 1 - VIII
27	FRI	Second Semester Examination for class 1 - VIII, Staff meeting
28	SAT	Holiday

Total Number of Working Days in February: 19

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2026 MARCH

Date	Day	Events
1	SUN	Holiday
2	MON	Second Semester Examination for Class I-VIII
3	TUE	Second Semester Examination for Class I-VIII
4	WED	Second Semester Examination for Class I-VIII
5	THU	Second Semester Examination for Class I-VIII
6	FRI	Second Semester Examination For Class I-VIII
7	SAT	Holiday
8	SUN	Holiday
9	MON	Holiday for class 1 - VIII
10	TUE	Holiday for class 1 - VIII
11	WED	Result of KG Section
12	THU	Holiday
13	FRI	Result of class I - V
14	SAT	Result of class VI - VIII
15	SUN	Holiday
16	MON	Class Begins for the Accademic year 2026 - 2027
17	TUE	Class
18	WED	Class
19	THU	Class
20	FRI	Holiday
21	SAT	Holiday
22	SUN	Class
23	MON	Class
24	TUE	Class
25	WED	Class
26	THU	Class, Staff Meeting
27	FRI	Holiday, Summer Holidays begins
28	SAT	Holiday, Eid al-Fitr
29	SUN	Holiday
30	MON	Holiday
31	TUE	Holiday

Total Number of Working Days in March: 17

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JUNE 2025

- 3 Bicycle day
- 4 International Day of Innocent Children Victims of Aggression
- 5 World Environment day
- 7 World Food Safety day
- 8 Feast of Corpus Christy, World Oceans day
- 12 World Day against Child Labour International,
Albinism Awareness day, Ann Frank day
- 14 World Blood Donor day
- 15 World Elder Abuse Awareness day
- 16 International Day of Family Remittances, International
Day of the African Child
- 17 World Day to Combat Desertification and Droughts
- 18 Father's Day, Nelson Mandela day, International Picnic day
Autistic Pride day
- 19 World Sickle Cell day, വായനാദിനം, വായനാവാരം
- 20 World Refugee day, വായനാവാരം
- 21 International Yoga day, World Music day, വായനാവാരം
- 23 International Olympic day, United Nations day for Public Service,
International Widows day, വായനാവാരം
- 24 വായനാവാരം, Birth Anniversary of Johan Gutenberg
- 25 Day of the Seafarer
- 26 International day against Drug Abuse and Illicit Trafficking
- 27 Birth Anniversary of Helen Keller
- 29 National Statistics day Remembering
- 30 World Asteroid day

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JULY 2025

- 1 National Doctors' day
Chartered Accountant's day
International day of Co-operatives
- 2 World Unidentified Flying Objects day
- 3 St Thomas day
- 4 Death Anniversary of Madam Marie Curie
- 5 വൈക്കം മുഹമ്മദ് ബഷീറിന്റെ ചരമദിനം
- 6 World Zoonoses day
- 7 Global Forgiveness Day, World Chocolate day
- 10 World Law Day, Nikola Tesla day
- 11 World Population day
- 12 Malala Day, Simplicity day
- 14 കവി എൻ എൻ കക്കാടിന്റെ ജന്മദിനം
- 15 World Youth Skills day, Plastic and Reconstructive Surgery day
- 17 World Day for International Justice
- 18 Nelson Mandela day
- 20 Birth Anniversary of Gregor Johann Mendel, Birth Anniversary of Edmund Hillary, Chess day, പി കേശവദേവ് ജന്മദിനം
- 21 Moon Day: The day man landed on to the moon's surface
- 22 National Flag Adoption day
- 26 Kargil Victory day, Birth Anniversary of Bernard Shaw
- 28 World Hepatitis Day, World Nature Conservation day
- 29 Death Anniversary of Vincent Van Gogh, International Tiger day, ഇരയിമ്മൻ തമ്പി ചരമദിനം
- 30 World Day against Trafficking in Persons, International Friendship day

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AUGUST 2025

- 6 Hiroshima day
- 7 National Handloom day,
Death Anniversary of Rabindranath Tagore
- 8 Quit India day
- 9 Nagasaki day
International day of World's Indigenous Peoples
- 10 World Biofuel day, World Lion day
- 12 International Youth day, World Elephant day
- 15 Independence day
- 19 Photography day, World Humanitarian day
- 20 Sadbhavana Diwas Birth Anniversary of Rajiv Gandhi,
Former Prime Minister of India, World Mosquito day
- 21 World Senior Citizen's day
- 23 International Day for the Remembrance of Slave Trade and its
Abolition
- 26 Women's Equality day, Birth Anniversary of Mother Teresa
- 28 Ayyankali Jayanthi
- 29 National Sports day-Birthday of Dhyan Chand,
International day against Nuclear Test
- 30 Small Industries Day, International day of the Victims of Enforced
Disappearances

SEPTEMBER 2025

- 2 World Coconut day
- 5 Teacher's Day, Sanskrit day,
Death Anniversary of Mother Teresa, International day of Charity
- 8 International Literacy day
- 9 World First Aid day

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- 10 World Suicide Prevention day
- 12 United Nations day for South-South Cooperation
- 14 National Hindi Diwas, World Fraternity and Apology day
- 15 Engineers' day in India, International Day of Democracy
- 16 International day for the Preservation of the ozone
- 17 Viswa Karma day
- 18 World Bamboo day
- 21 Alzheimer's day, Day for Peace and Non-violence, Biosphere day
- 22 World Rhino day
- 23 International day of Sign Languages
- 25 World day of the Deaf
- 26 International day for the total elimination of Nuclear Weapons
- 27 World Tourism day
- 29 World Heart day

OCTOBER -2025

- 1 International day for Older Persons, World Vegetarian day, National Blood Donation day,
- 2 Gandhi Jayanthi, International day of Non-Violence, World Farm Animal day, World Habitat day, World Architecture day
- 4 World Space Week Begins
- 5 World Space Week, World Teacher's day
- 6 World Space Week, World Smile day
- 8 World Space Week, Indian Air Force day
- 9 World Space Week, World Post Office day
- 10 World Space Week, National Post day, World Mental Health day
- 11 International day of the Girl Child
- 12 ചങ്ങമ്പുഴയുടെ ജന്മദിനം

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- 13 World Sight day, World Egg day, UN International day for Natural Disaster Reduction
- 14 World Standards day
- 15 World White Cane day, International day for Rural Women, Global Hand washing day, Birth Anniversary of Dr APJ Abdul Kalam
- 16 World Food day, World Anaesthesia day,
വളളത്തോൾ ജൻമദിനം
- 17 International day for the eradication of Poverty
- 20 National Solidarity day
World Statistics day, World Osteoporosis day,
International day of the Air Traffic Controller
- 21 World Iodine Deficiency Disorder Prevention day
- 24. UN day, World Polio day,
World Development Information day, Disarmament Week
- 30 World Thrift day, World Savings day,
Disarmament Week
- 31 World Cities Day, UNICEF day, National Unity day,
Staff Meeting

NOVEMBER 2025

- 1 കേരളപ്പിറവി
- 5 Old Tsunami Awareness day
- 6. International day for Preventing the Exploitation the Environment in War and Armed Conflict
- 7 Infant Protection day, National Cancer Awareness day
Bharat Scouts and Guides Foundation day
- 20 Universal Children's day, Africa Industrialization day
World day of Remembrance of Road Traffic Victims
Transgender day of Remembrance

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- 21 World Television day, World Hello day, World Fisheries day
- 25 International day for the Elimination of Violence
Against Women
- 26 National Law day, National Milk day: Remembering Varghese
Kurian, Indian Constitution Day
- 29 International day of Solidarity with Palestinian

DECEMBER 2025

- 1 World AIDS day
- 2 International day for the Abolition of Slavery
National Pollution Control day
- 3 International day of Persons with Disabilities
- 4 Indian Navy day
- 5 World Soil day, International Volunteer day for
Economic and Social Social Development
- 6 Death Anniversary of Dr B R Ambedkar
- 7 Indian Armed Forces Flag day
International Civil Aviation day
- 9 International Anti-Corruption day
- 10 Human Rights day, International Animal Rights day
- 11 International Mountain day
- 14 National Energy Conservation day
- 18 Minorities Rights day (India), International Migrants day.
- 20 International Human Solidarity day
- 22 National Mathematics day
- 23 Kisan Diwas (Farmer's day-India)

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CLASS TEACHER'S REMARKS

Imagination is more important than knowledge. -Albert Einstein

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PRINCIPAL'S REMARKS

"If you aren't fired up with enthusiasm, you'll be fired with enthusiasm." - Vince Lombardi.

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RECORD OF LIBRARY BOOKS READ

Sl.No.	Book No.	Name of Books	Date of Issue	Date of Return	Sign of Librarian

*Those who take on the impossible are remembered
- Anonymous*

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RECORD OF LIBRARY BOOKS READ

Sl.No.	Book No.	Name of Books	Date of Issue	Date of Return	Sign of Librarian

Cowardly dogs bark loudest - Anonymous

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TIME TABLE AND SYLLABUS FOR CLASS TEST

Syllabus	Subject	Time	Day	Date

Better be envied than pitied - Anonymous

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TIME TABLE AND SYLLABUS FOR CLASS TEST

Date	Day	Time	Subject	Syllabus

When the heart is full, words are few - Anonymous

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TIME TABLE AND SYLLABUS FOR 1ST MID SEMESTER EXAM

Date	Day	Time	Subject	Syllabus

Success without fulfilment is failure - Tony Robbins

Hand Book 2025-2026

TIME TABLE AND SYLLABUS FOR 1ST SEMESTER EXAM

Syllabus	Subject	Time	Day	Date

The real ornament of women is her character, her purity.

Hand Book 2025-2026

TIME TABLE AND SYLLABUS FOR IIND MID SEMESTER EXAM

Syllabus	Subject	Time	Day	Date

The real ornament of women is her character, her purity.

Hand Book 2025-2026

TIME TABLE AND SYLLABUS FOR IIND SEMESTER EXAM

Date	Day	Time	Subject	Syllabus

*A person who never made a mistake never tried anything new. -
Albert Einstein*

Hand Book 2025-2026

COMMUNICATION PAGES

[illegible]

No Man can become rich without himself enriching others. - Anonymous

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COMMUNICATION PAGES

[illegible]

Wherever you go to, go with all your heart. - Confucius

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COMMUNICATION PAGES

[illegible]

There is no education like adversity. - Disraeli.

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COMMUNICATION PAGES

[illegible]

Knowledge comes, but wisdom lingers.- Alfred Lord Tennyson

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CONDUCT RECORD

[illegible]

"Lost time is never found again." Benjamin Franklin

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REGULARITY RECORD - Home work not done

Date	Recording by the Teacher	Sign of Parent	Sign of Class Teacher	Sign of Principal

"Our life is what our thoughts make it." - Marcus Aurelius.

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REGULARITY RECORD - Uniform

Date	Recording by the Teacher	Sign of Parent	Sign of Class Teacher	Sign of Principal

"The trees that are slow to grow bear the best of fruit." Moliere

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REGULARITY RECORD - Late Arrival

Date	Recording by the Teacher	Sign of Parent	Sign of Class Teacher	Sign of Principal

"Hope is a waking dream." - Aristotle

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REGULARITY RECORD - Leave During School Hours

Date	Reason	Sign of Parent	Sign of Class Teacher	Sign of Principal

"Winners never quit and quitters never win."- Vince Lombardi

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LEAVE APPLICATION

Date	Reason	Sign of Parent	Sign of Class Teacher	Sign of Principal

"No one is as smart as all of us." - Ken Blanchard

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LEAVE APPLICATION

Date	Reason	Sign of Parent	Sign of Class Teacher	Sign of Principal

*Smile at People: It takes 72 muscles to frown,
only 14 to smile.*

Hand Book 2025-2026

Subjects	HOME ASSIGNMENTS	Date

Teacher's Signature	Parent's Signature
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Subjects	HOME ASSIGNMENTS	Date

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Subjects	HOME ASSIGNMENTS	Date

Teacher's Signature	Parent's Signature
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TIME TABLE

	I	II	III	IV	V	VI	VII
	09.30 to 10.15	10.15 to 11.00	11.10 to 11.55	11.55 to 12.40	01.10 to 01.55	01.55 to 2.40	02.45 to 3.30
MON							
TUE							
WED							
THU							
FRI							

TIME TABLE

	I	II	III	IV	V	VI	VII
	09.30 to 10.15	10.15 to 11.00	11.10 to 11.55	11.55 to 12.40	01.10 to 01.55	01.55 to 2.40	02.45 to 3.30
MON							
TUE							
WED							
THU							
FRI							
	BREAK		LUNCH BREAK		BREAK		

TIME TABLE

	I	II	III	IV	V	VI	VII
	09.30 to 10.15	10.15 to 11.00	11.10 to 11.55	11.55 to 12.40	01.10 to 01.55	01.55 to 2.40	02.45 to 3.30
MON							
TUE							
WED							
THU							
FRI							

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