

ADARSH GROUP OF INSTITUTIONS

(A Unit of Punjab Association)

GILL ADARSH SCHOOL

CBSE CURRICULUM



46, V.M. Street, Balaji Nagar, Royapettah,
Chennai-600 014, Tamilnadu, India.

Phone : 044 - 2847 4808 / 044 - 2847 4964 / 8015027927

E-mail: school@gilladarsh.school

Web Site : www.gilladarsh.school

Name : _____

Class : _____ Sec. _____ House _____

Emergency Phone No. _____

STUDENT'S DIARY 2024 - 2025

(To be brought to School daily)

SCHOOL PRAYER

We thank you God for giving us this day
We pray that you bless us in our work and our play
Bless our parents and our teachers too
For helping us in all that we do
We thank you for food, for home, and for rest,
And for being at our side when we are brought to the test
Bless our dear school and our Motherland
Show us the way to walk hand-in-hand
Teach us the importance of working side by side

PRAYER SONG

Hum ko man ki shakti dena, man vijay karein
Doosron ki jay se pehle, khud ko jay karein
Bhed bhaav apne dil se saaf kar sakein
Doston se bhool ho to maaf kar sakein
Jhoot se bache rahe, sach kadam bhae
Doosron ki jai se pehle, khud ko jai karein
Mushkilein padein to hum pe itna karm kar
Saath dein to dharm ka, chalein to dharm kar
Khud pe hausla rahe, badi se naa darein
Doosron ki jay se pehle, khud ko jay karein

THE NATIONAL ANTHEM

Jana-gana-mana-adhinayaka jaya he

Bharata-bhagya-vidhata

Panjaba-Sindhu-Gujarata-Maratha

Dravida-Utkala-Banga

Vindhya-Himachala-Yamuna-Ganga

uchchala-jaladhi-taranga

Tava Subha name jage, tave subha asisa mage, gage
tava jaya-gatha.

Jana-gana-mangala-dayaka jaya he

Bharata-bhagya-vidhata.

Jaya he, Jaya he, Jaya he,

jaya jaya jaya jaya he.

PLEDGE

"India is my Country. All Indians are my brothers and sisters. I love my country and 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."

STUDENT PERSONAL RECORD [2024-2025]

Name : _____

Ad. No : _____

Grade / Sec : _____

D.O.B : _____ Blood Group : _____

Any ailment / allergy that the students suffers from :

Residential Address : _____

Mode of Transport : _____

Aadhar No : _____

Class Teacher : _____

Father's Name : _____

Designation : _____

Office Address : _____

Phone No : _____

Office : _____ Personal : _____

Email Id : _____



Mother's Name : _____

Designation : _____

Office Address : _____

Phone No : _____

Office : _____ Personal : _____

Email Id : _____

Authorized Local Guardian's Information

Name : _____ Relationship : _____

Phone No : _____

Residential Address : _____

Signature of Father

Signature of Mother

STUDENT PERSONAL RECORD [2024-2025]

Name : _____

Ad. No : _____

Grade / Sec : _____

D.O.B : _____ Blood Group : _____

Any ailment / allergy that the students suffers from :

Residential Address : _____

Mode of Transport : _____

Aadhar No : _____

Class Teacher : _____

Father's Name : _____

Designation : _____

Office Address : _____

Phone No : _____

Office : _____ Personal : _____

Email Id : _____



Mother's Name : _____

Designation : _____

Office Address : _____

Phone No : _____

Office : _____ Personal : _____

Email Id : _____

Authorized Local Guardian's Information

Name : _____ Relationship : _____

Phone No : _____

Residential Address : _____

Signature of Father

Signature of Mother

STUDENT PERSONAL RECORD [2024-2025]

Name : _____

Ad. No : _____

Grade / Sec : _____

D.O.B : _____ Blood Group : _____



Any ailment / allergy that the students suffers from :

Residential Address : _____

Mode of Transport : _____

Aadhar No : _____

Class Teacher : _____

Father's Name : _____

Designation : _____

Office Address : _____

Phone No : _____

Office : _____ Personal : _____

Email Id : _____

Mother's Name : _____

Designation : _____

Office Address : _____

Phone No : _____

Office : _____ Personal : _____

Email Id : _____

Authorized Local Guardian's Information

Name : _____ Relationship : _____

Phone No : _____

Residential Address : _____

Signature of Father

Signature of Mother

GUIDELINES TO PARENTS

1. Parents are requested to give due importance to their child's school diary, for it conveys to them the academic, extracurricular and all other general activities of the school.
2. Parents are advised to go through their child's school diary every day.
3. Attendance on the last working day and reopening day is compulsory. An extended holiday along with any vacation will not be entertained.
4. Parents are asked to acknowledge all entries made in the diary.
5. Parents need to keep track of all the activities, and it is their responsibility to check with the school for any clarification.
6. Parents are requested to fill in all the details called for in the Bio-data sheets in the diary. Two copies will be taken for school records and the other copy will be retained in the diary.
7. Parents should not communicate through the diary. Any communication should be written in a separate letter and addressed to the principal only. Acknowledgments to homework / messages / reminders sent by class teachers should be signed by parents.
8. The diary should be maintained properly.
9. **The homework details and other information will be posted in NEVERSKIP Portal. Parents are expected to check the portal every day.**

Signature of the Parent/Guardian

SCHOOL RULES AND REGULATIONS

1. Pupils should report to school by 8.20 a.m. to attend assembly every morning. Late comers are liable to be punished. Habitual late comers will not be allowed to attend school.
2. Pupils uniform should be neat and clean. Parents are advised not to send children with gold ornaments and valuables to the school.
3. Pupils should avail the outpass from the Principal or Vice principal to leave the school during working hours.
4. Pupils found loitering during working hours shall be seriously dealt with.
5. **Parents are requested to respond to calls from the school in connection with their ward's work or conduct at school. All information will be sent through Never skip portal**
6. Students should always communicate in English.
7. Pupils are expected to keep the class room and school premises absolutely clean.
8. The student is answerable for her/his behaviour inside and outside the school.
9. Pupils should at all times show respect and reverence to school authorities, teachers and other staff members. Inattentiveness and indiscipline will be viewed seriously and punishment may even lead to expulsion.
10. **Students must pay heed to the announcements made everyday. They shall not take part in any outside activity, without prior permission of the Principal.**
11. All notebooks and text books should be neatly covered and labelled and the school calendar must be brought to school everyday.
12. Pupils absenting from examination without valid reasons will be considered as having failed. Pupils who absent from any examination will not be re-examined.

13. Progress reports showing the performance of the pupils and the results will be given to the parents after every examination. Parents / Guardians are requested to examine the progress Report carefully and see that their wards make a special effort to improve in subjects
14. Students caught copying or indulging in any other malpractice will be dealt with very severely. Punishment will be meted out according to the discretion of the Principal.
15. Pupils who have not paid their fees will not be permitted to sit for the examination.
16. Pupils must treat school property with care and they will be asked to compensate for loss or damage of school property. Stern action will be taken, if any students indulges in damaging school Property.
17. Pupils are responsible for their own property and the school is not responsible for any loss.
18. Students are strictly not allowed to bring mobile phones, electronic gadgets or any sort of comic or objectionable literature into the school. If found, it will be confiscated immediately followed by disciplinary actions.
19. Parents are requested not to enter the school to meet the teachers during school hours, unless they are called for. Parents who seek information, or who wish to make some complaints should do so to the Principal only.
20. Parents are not allowed to sit inside the campus. They should drop & pick up their wards and move out of the campus as per the timing.
21. Parents must give utmost importance for coaching classes conducted by the staff at free of cost. They must see to it that their wards attend the coaching classes without fail or it will be viewed very seriously.
22. Low waist pant, fancy hair cut, wrist band and sport hair are not permitted. Strict action will be taken against uniform defaulters.
23. Chewing gum strictly prohibited inside the school premises.
24. Any change of address or phone number has to be intimated to School in Writing at the earliest.

ENDORSEMENT

I have read all the rules and regulations of the school laid down in this diary and I am happy to co-operate with the school to see that the rules framed in the interest of my wardstudying in class are followed in letter & spirit.

I shall regularly check my ward's calendar and will take necessary remedial steps, if intimated.

Date

Signature of Parents /guardian

GILL ADARSH SCHOOL

ABOUT SCHOOL

President Giani Zail Singh dedicated Gill Adarsh School to the Founder Lt. Col. G.S. Gill. The School has grown in the past 40+ years with a students strength of around 3000 with 110 class rooms with all amenities.

The school has been achieving excellent results and has produced outstanding students. Gill students, in addition to maintaining discipline and decorum, take part in various extra curricular activities and excel in all sports activities. They involve themselves in various Club activities and NCC programmes. The students from adarsh institutions find a good place for themselves in this competitive world and they have easy access of entering professional and academic courses in India and abroad.

Gill Adarsh School offers Co-education from classes I to VIII as one of the pioneer institutions for the boys and girls of Chennai. The school provides excellent academic guidance and liberal education. Emphasis is on discipline and character formation.

OUR VISION

To create young visionaries with a global perspective who will take up accountability for nation building and work for the well being of all mankind.

OUR MISSION

To impart holistic education with focus on happiness quotient & character building of students, who firmly believe in global co existence, peace & property for all.

SCHOOL MOTTO

“Duty Devotion and Discipline” is the Motto of the School

FACILITIES AT GILL ADARSH

Our school boasts of a fine infrastructure with spacious, well lit and well ventilated classrooms, comfortable desks and benches for students and an area earmarked within the classroom for students to post their ideas. This makes for a learning arena that underpins our approach to experiential learning.

Our KG classrooms are well designed with such an aesthetic appeal that the little tykes feel they are stepping into a wonderland. There are distinct areas designated for different subjects and activities. Favourite cartoon characters adorn the walls.

The Decorated charts and colourful pictures create a fun atmosphere that keeps the minds of children relaxed and easy

PLAYGROUND

the campus has a large playground where students engage in unstructured play which teaches adroitness, good habits and attitudes that will go a long way in shapping individual behaviour. There is also an exclusive play area specially designed for the toddlers of kindergarten.

SMART CLASSES

Gill Adarsh takes pride in the E-learning facility that is made available in all classrooms including kindergarten to support effective learning and better retention. This makes the teaching - learning experience propitious and more exciting

LIBRARY

The library is a repository of a large collection of books of different genres making it a treasure trove of knowledge thereby giving students privileged access to wealth of information.

LABORATORIES

Well - resourced labs for Physics, Chemistry, Botany, Zoology and computer Science with all the latest amenities are provided to both the senior as well junior students, which allow students to explore and understand concepts in a way that text books can never accomplish.

SPORTS ACTIVITIES

Physical Education is given utmost importance in Gill Adarsh. Physical Education is compulsory. Indoor and outdoor games are given due place in the time table and qualified physical training instructors ensure maximum student participation.

ARTS & CRAFTS

Drawing forms a part of the curriculum and trained Art Teachers are incharge of arts.

THE CURRICULUM

The school has a well equipped Kindergarten section where the tiny tots play and learn. The primary classes are taught by well qualified staff. Computer is introduced to the students from Std. I onwards keeping in view the growing mental awareness of the sharp young minds of today's children and the need of the present modern age. The well-equipped computer junior lab facilitates several hours of practicals added to one hour theory class. In addition to the curriculum internet has become a part of the syllabus.

The school offers different groups at the Higher Secondary stage. The school has experienced Post Graduate Teachers and Demonstrators to guide the pupils in their work.

E-learning has been introduced for all classes. Students are taught with the latest technology which sharpens their skills. School fees is fixed as per Govt. Norms. In case the fees is enhanced by the School Fee Determination Committee, the difference of payment will be collected accordingly.

EXCURSIONS

Periodical educational tours and excursions are organized by the school to provide facilities for widening knowledge in a practical and concrete way.

CLUB ACTIVITIES

Interesting activities are organized by Maths, Science, History and Geography Clubs. Projects, Exhibitions and Quiz in English and Language Programmes are held every year.

(i) JUNIOR RED CROSS (JRC)

With its aim as promotion of health services and international friendship the JRC has "MY DUTY IS TO SERVE" as its MOTTO.

(ii) NATIONAL SERVICE SCHEME (NSS)

The activities of the NSS include visits to rural areas, hospitals and orphanages. The students contribute clothes, toys and sweets on occasions like Children's Day and days of National importance. They raise funds by organizing Fancy Dress and Painting Competitions for the benefit of the needy and the under privileged.

MOTTO: "NOT ME, BUT YOU"

iii) NATIONAL CADET CORPS (NCC)

Students enrol themselves for the NCC and aim to get 'A' grade certificates after writing an exam every year. This helps them to get into Medical or Engineering colleges. Every year 10 seats are allotted for N.C.C. cadets in Engineering and 2 seats for Medicine by the Tamilnadu State Government.

MOTTO : UNITY & DISCIPLINE

(iv) NATIONAL GREEN CORPS (NGC)

National Green Corps otherwise called as ECO club is a club in which students participate in activities related to Bio diversity, Water and Energy conservation and conducts outreach programmes and tours.

MOTTO ; WHERE THERE IS GREEN, THERE IS PROSPERITY.

(v) ROAD SAFETY PATROL (RSP)

Right to life and safety is the fundamental right and keeping in line with this thought, every student involves in bringing awareness about traffic rules in order to make road safety a priority.

(vi) KARUNA CLUB

Karuna International is a registered non-profit service organization working to inculcate and develop Humane Values in young students.

(vii) INTERACT CLUB

This club lays emphasis on personality development and service to society.

VIII. Abacus Class : Introduction of Abacus classes last year for Primary and Middle School Students has resulted in successful completion of level - 1 for many. The classes have positively impacted students' mathematical skills and academic performance.

IX. Bhagwat Geeta Class : Each year primary and middle school students enthusiastically engage in Bhagwat Geeta Classes., fostering understanding of spirituality, morality, unity and peace. The culmination includes a chanting test recognising and rewarding winners for their dedication. These classes offer ancient wisdom and contribute to the student's character and resilience.

X. Yoga Class : In the upcoming academic year, our school will be offering yoga classes providing students with the opportunity to experience the many benefits of yoga, such as improving flexibility, enhancing mental clarity, and promoting overall wellbeing.

XI. Music Class :- The much awaited music classes coming up in the next academic year are sure to be a hit. We have many students with a natural talent for music, and these classes will undoubtedly benefit them. Music education has been shown to improve cognitive skills, foster creativity, enhance emotional expression, and develop discipline.

XII. NIE (News in Education) :- The distribution of the NIE, the student edition of the Times of India, to middle school students is aimed at enriching their language skills, general knowledge, and understanding of the world around them. The conclusion of quizzes, engaging activities not only enhances their academic abilities but also contributes to the holistic development of the students.

MEDICAL FACILITIES

Medical check up is conducted annually by the school medical officer and parents are requested to take necessary follow up action on the report sent to them.

ACCIDENT INSURANCE

The Management has introduced the Accident Insurance Scheme for the Students, Teaching and Non Teaching Staff.

As this policy is operational 24 hours a day, 365 days a year and covers accidents world wide, any type of injury due to an accident inside or outside the school premises, whether it occurs on working day or holiday, is valid for a claim. Parents should report to the Principal immediately the accident causing injury and hospitalization for the Insurance Beneficiary.

The Principal in turn will intimate the Insurance Company within 48 hours of the accident, furnishing all the details required in a fixed format, to be prepared for reporting and kept ready in the school.

All students of Adarsh Schools are being covered by Insurance scheme for accidents within and outside the school premises.

Fatal cases	Rs. 1 Lac.
Permanent disability	Rs. 1 Lac.
Partial disability	Rs. 50,000/-
Medical Expenses upto	Rs. 20,000/-
Student continuing in the same - Class due to accident	Rs. 10,000/-

KINDLY NOTE

Punjab Association's Krishna Madan Dispensary is within the School Campus to take care of the students during School hours for the first Medical Assistance.

HOUSE SYSTEM

The Students are divided into four houses.

Name of the House	Values they reflect
Zenith House Blue	Reach Beyond
Vertex House Green	Explore Multi-Routs
Pinnacle House Yellow	Over come challenges
Summit House Red	Keep climbing

Inter house matches are conducted annually between the houses in hockey, cricket, football, kho-kho and badminton.

ANNUAL SPORTS DAY

The Annual Sports day under the banner of Gill Memorial Sports and Cultural Festival is conducted annually. Competitive spirit is evoked in the hearts of students. This is a mega event in which all the Adarsh Schools participate with great enthusiasm. Importance is given to athletics, field events, mass drill and dance.

PRIMARY SPORTS DAY

This is conducted in the school premises annually Various games are conducted on the Sports Day and prizes are given away.

ATTENDANCE

Students are expected to be regular and punctual to school. Any absenteeism without the request of the parent will be viewed seriously. Minimum 75% of Attendance is mandatory to appear for the Annual Examination.

Pupils who are absent themselves during examinations without proper reasons will be considered to have failed.

Pupils who are absent from any examination will not be re-examined. The marks obtained in the Quarterly, Half yearly and Final Examination will be considered for promotion.

No pupil who fails for two years in succession will be kept in the school.

SCHOOL UNIFORM

Class	From Monday to Saturday
KG Girls	Blue checked frock, black shoes, white socks and blue ribbons.
KG Boys	Blue Shorts, Blue Checked Shirt, Black Shoes and White Socks
I – V Boys:	Blue Shorts, Blue Checked Shirt, Black Shoes and White Socks
I – VIII Girls :	Blue Pinafore, Blue Checked Shirt, Blue Belt, Black Shoes, White Socks and Blue Ribbons
VI -VIII Boys	Blue Pants, Blue Checked Shirt, Black Shoes and White Socks

Note: 1. School monogram should be stitched on the left side of the shirt hand.

2. To maintain uniformity of colour & design the school uniform must be purchased only from Adarsh garments section, a unit of Punjab Association.

IDENTITY CARD

Identity Card should be worn everyday. Wearing jewellery is strictly forbidden.

SCHOOL BOOK DEPOT

Text books, note books and other stationery items should be purchased from the School Book Depot. Belts also can be purchased.

The payment of the amount shown against Book Depot in the Fee Statement is compulsory and no exemption is granted.

Parents of the children selected for admission are requested to submit a file cover to the school office at the time of paying the fees.

LIST OF SCHOLARSHIPS

1. Maharani Vidyawati Devi Memorial Scholarship
2. Lt. Col. G.S. Gill Memorial Scholarship
3. Sardar Ujjal Singh Memorial Scholarship
4. Shaheed Bhagat Singh Memorial Scholarship
5. Sri Moolchand Dhingra Memorial Scholarship
6. Lala Inder Sain Chandok Memorial Scholarship
7. Shri Mallick Pyarilalji Rawal Memorial Scholarship
8. Shri Shiv Singh Dhami Memorial Scholarship
9. Sardar R.S. Ahluwalia Memorial Scholarship
10. Seth Ramchand Matradas Memorial Scholarship
11. Sri Baldev Raj Chopra Memorial Scholarship
12. Sri Basant Lal Bagga Memorial Scholarship
13. Sri Dayachand Malhotra Memorial Award
14. Sri Ramnathji Goenka Scholarship
15. Shri Lakshmi Chand Kinger Scholarship
16. Shri O.P. Goyal Endowment Award
17. Shri P.N. Bajaj prize Endowment
18. Ravitha Nanda Award
19. Prize Instituted by Shri Krishna Kumar Arora
in memory of his daughter Karishma Arora
each for 5 students
20. Vimal B Shingvi (Ghane Rao) Award
21. Prize given by Mrs. R. Shyamla in Memory of her
daughter Dr. Balasaraswathy

22. Prize given by Mrs. Meera Rao in Memory of her husband Shri Gopal Rao
23. Prize given by Maheswari in Memory of her husband Shri Kandaswamy
24. Prize instituted by Mrs. Nirmal Bhasin in memory of her husband
25. Prize instituted by Dr. Meenakshi for topper in Physics (Std. XI & XII)

*** Management's incentives to the School Toppers in the X Std. Board Examination.**

State Rank Holder 100% of Tuition Fee Concession for studies in Higher Secondary Course.

Free Supply of Text Books and School Uniforms

School Topper - I 75% of Tuition fee Concession for studies in Higher Secondary Course

School Topper - II 50% of Tuition Fee Concession

School Topper - III 25% of Tuition Fee Concession

ADMISSION REGULATIONS (CBSE):

A student seeking admission to any class in a 'School' will be eligible for admission to that class only if he / she :

- (I) has been studying in a school recognised by or affiliated to this Board or any other recognised Board of Secondary Education in India.
- (ii) has passed qualifying or equivalent qualifying examination making him / her eligible for admission to that class.
- (iii) satisfies the requirements of age limits (minimum and maximum) as determined by the State/U. T. Government and applicable to the place where the school is located.
- (iv) Produces: (a) The School Leaving Certificate / Transfer Certificate signed by the Head of the Institution last attended and countersigned, if required as provided elsewhere, in these by laws.
- (b) Document(s) in support of him / her having passed the qualifying or equivalent qualifying examination and
- (c) Date of Birth Certificate issued by the Registrar of Births and Deaths, wherever existing, as proof of date of birth.

EXAMINATIONS AND REPORTS

Standard I – VIII will follow two-semester system. Periodical assessment is done to assess child's growth in academics. CBSE promotion norms will be strictly adhered to.

PROMOTION

Attendance and academic performance during the whole year will be taken into consideration for promotion.

EVENT CALENDAR

DATE	DAY	APRIL - 2024	NO. OF WORKING DAY
1	Mon		1
2	Tue		2
3	Wed	School reopen for 24-25 Annual Year for grades LKG - VIII	3
4	Thu		4
5	Fri		5
6	Sat		6
7	Sun		
8	Mon		8
9	Tue	Ugadi/Telugu New Year - Holiday	
10	Wed		9
11	Thu	National Pet Day/ Ramzan - Holiday	
12	Fri		10
13	Sat	Second Saturday - Holiday	
14	Sun	Tamil New Year/ Dr. Ambedkar Jayanthi	
15	Mon		10
16	Tue		11
17	Wed	Last Working day for Kg	12
18	Thu	World Heritage Day	13
19	Fri		14
20	Sat		15
21	Sun	World Civil Service Day	
22	Mon	World Earth Day PT-1 Exam starts – Grade I to VIII	16
23	Tue		17
24	Wed		18
25	Thu		19
26	Fri		20
27	Sat	Working Day, PT-1 Ends for Grade I to VIII	21
28	Sun		
29	Mon	Bharathidasan Birthday	22
30	Tue	PTM Ends for Grade I to VIII – School closes for Summer Vacation after PTM.	
No. of Working Days - 23			

DATE	DAY	JUNE - 2024	NO. OF WORKING DAYS
1	Sat	Parent Orientation- KG/ Primary	
2	Sun		
3	Mon	School reopens for Grade I - VIII	1
4	Tue		2
5	Wed	KG Reopens, World Environment Day, Go Green- Primary class Event	3
6	Thu		4
7	Fri	World Food Safety Day	5
8	Sat	Second Saturday - Holiday	
9	Sun		
10	Mon		6
11	Tue		7
12	Wed		8
13	Thu		9
14	Fri	Daddy Dear (Father,s Day) KG	10
15	Sat	My First Hero- Primary Activity	11
16	Sun		
17	Mon	Bakrid- Holiday	
18	Tue	International Picnic Day Kg	12
19	Wed		13
20	Thu		14
21	Fri	Investiture Ceremony & Inauguration of Clubs International Yoga Day / KG- World Music Day	15
22	Sat	Fourth Saturday - Holiday	
23	Sun	International Olympic Day	
24	Mon		16
25	Tue		17
26	Wed		18
27	Thu		19
28	Fri		20
29	Sat	Working Day for Grade I – VIII / Primary Activity (Maths)	21
30	Sun		

No: of Working Days – 23+21=44

DATE	DAY	JULY - 2024	NO. OF WORKING DAYS
1	Mon	National Doctor's Day	1
2	Tue		2
3	Wed		3
4	Thu		4
5	Fri	KG ASSESSMENTS, PT-2 for Grade I-VIII, PT-1 Starts	5
6	Sat		6
7	Sun		
8	Mon	KG Rangeela Week	7
9	Tue		8
10	Wed		9
11	Thu	PT-2 for Grade I-VIII,	10
12	Fri	KG Colour Competition	11
13	Sat		
14	Sun		
15	Mon	Kamarajar Birthday Celebration	12
16	Tue		13
17	Wed	Muharram Holiday / World Emoji Day	
18	Thu	World Emoji Day (KG)	14
19	Fri		15
20	Sat	Guru Poornima, PTM for KG -VIII	16
21	Sun		
22	Mon		17
23	Tue		18
24	Wed	KG School Tour – MY School My Pride	19
25	Thu		20
26	Fri	KG /Primary Sports Day	21
27	Sat		
28	Sun	World Nature Conservation Day	
29	Mon	International Tiger Day, Primary Activity (Social) = 1& 2, KG- Tiger's Day	22
30	Tue		23
31	Wed		24
No: of Working Days – 44+24=68			

DATE	DAY	AUGUST - 2024	NO. OF WORKING DAYS
1	Thu		1
2	Fri	KG - My Amigos (Friendship Day)	2
3	Sat	Best Buddies - Primary	3
4	Sun	Holiday	
5	Mon		4
6	Tue		5
7	Wed		6
8	Thu		7
9	Fri	English Oratorical (Primary)	8
10	Sat	2 nd Saturday Holiday	
11	Sun	Holiday	
12	Mon	KG-World Elephant Day , International Youth Day	9
13	Tue		10
14	Wed	My Country My Pride	11
15	Thu	Independence Day My India My Pride	
16	Fri	Primary Activity (Science)	12
17	Sat	Primary Sports Day /Mid Term for Grade VIII starts	13
18	Sun	Holiday	
19	Mon	Raksha Bandhan	14
20	Tue	Sadh Bawana Diwas	15
21	Wed		16
22	Thu		17
23	Fri	KG Travel Fun - Show & Tell Competition / Mid Term for Grade VIII Ends	18
24	Sat	4 th Saturday Holiday	
25	Sun	Holiday	
26	Mon	Janmashtami= Holiday	
27	Tue	KG-I Love Krishna	19
28	Wed		20
29	Thu	National Sports Day	21
30	Fri	Family Day – (KG - V)	22
31	Sat	PTM KG /VIII	23

No: of Working Days – 68+23=91

DATE	DAY	SEPTEMBER - 2024	NO. OF WORKING DAYS
1	Sun	Holiday	
2	Mon		1
3	Tue		2
4	Wed		3
5	Thu	Teachers' Day	4
6	Fri	KG -Grand Parents Day/Vinayaga Chaturthi Celebration	5
7	Sat	Ganesh Chaturthi- Holiday	
8	Sun	Holiday	
9	Mon	KG- Show & Tell-Helping Hand	6
10	Tue		7
11	Wed		8
12	Thu	Term I exam for Grades I-VIII Starts	9
13	Fri	Onam Celebration	10
14	Sat	Hindi Diwas - 2 nd Saturday Holiday	
15	Sun		
16	Mon	Mila-Di-Nabi - Holiday	
17	Tue	Onam	
18	Wed	KG Assessment	11
19	Thu		12
20	Fri		13
21	Sat	International Day of Peace	14
22	Sun	Holiday	
23	Mon		15
24	Tue	World Rivers Day (Primary)	16
25	Wed		17
26	Thu	World Environment health Day	18
27	Fri	Term-I / PT-II Exam Ends, My Neighborhood	19
28	Sat	Autumn break-4 th Saturday Holiday	
29	Sun	Holiday	
30	Mon		

No: of Working Days – 91+19=110

DATE	DAY	OCTOBER - 2024	NO. OF WORKING DAYS
1	Tue		
2	Wed	Gandhi Jayanthi	
3	Thu	School Reopens for Grades KG -VIII/ KG ASSESSMENT	1
4	Fri		2
5	Sat		3
6	Sun	Holiday	
7	Mon		4
8	Tue		5
9	Wed	World Post Office Day/ A Letter to My Parents (KG/Primary Activity)	6
10	Thu	National Post Day - PTM for Grade KG -VIII	7
11	Fri	Saraswathi Pooja	
12	Sat	2 nd Saturday Holiday- Vijayadashami	
13	Sun	Holiday	
14	Mon		8
15	Tue	World Students Day – Primary	9
16	Wed	World Food Day	10
17	Thu	Grade I - VIII for Grade Starts	11
18	Fri	KG-Jungle Safari	12
19	Sat	Halloween Day – (Primary) KG PTM	13
20	Sun	Holiday	
21	Mon		14
22	Tue		15
23	Wed	Grade I - VIII Ends	16
24	Thu	KG - Rhythmic Rhymes - Competition	17
25	Fri		18
26	Sat	Working Day	19
27	Sun	Holiday	
28	Mon		20
29	Tue		21
30	Wed	KG – Dia Day -Diwali Celebration	22
31	Thu	Diwali	-
No: of Working Days – 110+22=132			

DATE	DAY	NOVEMBER - 2024	NO. OF WORKING DAYS
1	Fri	Lakshmi pooja	
2	Sat	Holiday	
3	Sun	Holiday	
4	Mon	School reopens after Diwali for Grade Kg-VIII	1
5	Tue	World Sandwich Day – Activity (Primary)	2
6	Wed	KG-Eating Healthy - Salad Making Day	3
7	Thu		4
8	Fri	PT-IV	5
9	Sat	2 nd Saturday Holiday	
10	Sun	Holiday	
11	Mon	Primary Activity (Maths)-Fibonacci Day	6
12	Tue		7
13	Wed	World Kindness Day – KG	8
14	Thu	Children’s Day	9
15	Fri		10
16	Sat		11
17	Sun	Holiday	
18	Mon	KG Assessment, PT-III for Grade I -VIII starts	12
19	Tue		13
20	Wed		14
21	Thu	World Television Day	15
22	Fri	KG-Weather Wonders - Talk Show Competition / PT-III for grade I - VIII Ends	16
23	Sat	Compensatory Working Day	17
24	Sun	Holiday	
25	Mon	PT-III for Grade III-IX ends	18
26	Tue		19
27	Wed		20
28	Thu		21
29	Fri	KG- Safety First	22
30	Sat	PTM for Grade KG to VIII	23
No: of Working Days – 132+23=155			

DATE	DAY	DECEMBER - 2024	NO. OF WORKING DAYS
1	Sun	Holiday	
2	Mon		1
3	Tue		2
4	Wed		3
5	Thu	World Soil Day ends / A Little Seed to Sow (KG)	4
6	Fri	KG-Story Telling Competition	5
7	Sat	Primary Activity - Comp.Sci	6
8	Sun	Holiday	
9	Mon		7
10	Tue	Human Rights Day	8
11	Wed	Bharathiyar Day Primary Activity -Tamil	9
12	Thu		10
13	Fri	Chennai Site Seeing – Field Trip (KG / I & II)	11
14	Sat	2 nd Saturday Holiday	
15	Sun	Holiday	
16	Mon	KG Assessment	12
17	Tue		13
18	Wed		14
19	Thu		15
20	Fri	National Mathematic Day	16
21	Sat		17
22	Sun	Holiday	
23	Mon	KG - Christmas Celebration	18
24	Tue	School closes for Winter break	
25	Wed	Christmas	
26	Thu		
27	Fri		
28	Sat	4 th Saturday Holiday	
29	Sun	Holiday	
30	Mon		
31	Tue		

No: of Working Days – 155+18=173

DATE	DAY	JANUARY - 2025	NO. OF WORKING DAYS
1	Wed	New Year	
2	Thu		1
3	Fri		2
4	Sat		3
5	Sun	Holiday	
6	Mon		4
7	Tue		5
8	Wed		6
9	Thu		7
10	Fri	KG – Farmer's Festival	8
11	Sat	2 nd Saturday Holiday	
12	Sun	Holiday	
13	Mon		9
14	Tue	Pongal	
15	Wed	Thiruvalluvar Day	
16	Thu	Uzhavar thirunal	
17	Fri		10
18	Sat		11
19	Sun	Holiday	
20	Mon		12
21	Tue		13
22	Wed		14
23	Thu	KG/Primary Handwriting Competition / Netaji Subhash Chandra Bose birthday	15
24	Fri	National Girl Child Day Girl Child Safety Day - Primary	16
25	Sat	Second revision for Grade XII starts	17
26	Sun	Republic day	
27	Mon	PT -IV for Grade I-VIII starts	18
28	Tue	Pre Board -III for Grade X starts	19
29	Wed		20
30	Thu	Marty r's day	21
31	Fri	PT-IV for Grade I& II ends	22
No: of Working Days – 173+22=195			

DATE	DAY	FEBRUARY - 2025	NO. OF WORKING DAYS
1	Sat	PT-IV for Grade III-VIII ends	1
2	Sun	Holiday	-
3	Mon	KG Assessment	2
4	Tue		3
5	Wed		4
6	Thu	Pre Board III for Grade X ends	5
7	Fri	KG – HEALTH & HYGIENE	6
8	Sat	2 nd Saturday Holiday	-
9	Sun	Holiday	-
10	Mon	World Pulses Day – PRIMARY	7
11	Tue		8
12	Wed		9
13	Thu		10
14	Fri	My Favourite Games - Talk Show	11
15	Sat	PTM for Grades KG -VIII / Primary Activity / Comp.Sci - "World Computer Day"	12
16	Sun	Holiday	
17	Mon		13
18	Tue		14
19	Wed		15
20	Thu		16
21	Fri	KG / Primary -International Mother Language Day	17
22	Sat	4 th Saturday Holiday	
23	Sun	Holiday	
24	Mon		18
25	Tue		19
26	Wed		20
27	Thu		21
28	Fri	National Science Day - KG-Project Day	22
No: of Working Days – 195+22=217			

DATE	DAY	MARCH - 2025	NO. OF WORKING DAYS
1	Sat		1
2	Sun	Holiday	
3	Mon	Term-II for Grade KG-VIII starts	2
4	Tue		3
5	Wed	School commences	4
6	Thu		5
7	Fri		6
8	Sat	2 nd Saturday Holiday	
9	Sun	Holiday	
10	Mon	KG Assessment	7
11	Tue		8
12	Wed		9
13	Thu		10
14	Fri	PI Day - Term -II for grade KG - VIII ends	11
15	Sat		
16	Sun	Holiday	
17	Mon		
18	Tue		
19	Wed		
20	Thu	World Sparrow Day (Primary)	
21	Fri	Result Declaration for grade I – VIII	
22	Sat	4 th Saturday - Holiday	
23	Sun	Holiday	
24	Mon		
25	Tue		
26	Wed	School commences for Grade I-VIII AY 2025-2026	
27	Thu		
28	Fri		
29	Sat		
30	Sun	Holiday	
31	Mon		

No: of Working Days - 217+11=228

ABSENCE NOTE

(Format to be used)

Date

Name: _____ (In block letters)

Class: _____ Sec: _____

Leave required (day/hours): _____

Date _____ (From _____ To _____)

Reason:

Submitted on: _____

Sincerely

(Parent's sign)

Sanctioned by: _____

(Teacher/Principal)

(Phone no.)

ABSENCE RECORD

Name.....Std.....Sec.....

Date	No. of Days	Reason for Absence	Parent's Initials	Principal's C.S.T. Initials

EXAMINATION TIME-TABLE						
Name of Test / Examination : _____						
Date	Day	Timings	Subjects	Marks	Teacher's Initials	Parent's Initials

EXAMINATION TIME-TABLE						
Name of Test / Examination : _____						
Date	Day	Timings	Subjects	Marks	Teacher's Initials	Parent's Initials

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Date	Day	Timings	Subjects	Marks	Teacher's Initials	Parent's Initials

EXAMINATION TIME-TABLE						
Name of Test / Examination : _____						
Date	Day	Timings	Subjects	Marks	Teacher's Initials	Parent's Initials

EXAMINATION TIME-TABLE						
Name of Test / Examination : _____						
Date	Day	Timings	Subjects	Marks	Teacher's Initials	Parent's Initials

Teacher's Remarks and Parent's Response

Date

Date

Date

Date

Date

Date

Teacher's Remarks and Parent's Response

Date

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Teacher's Remarks and Parent's Response

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Teacher's Remarks and Parent's Response

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LATE ATTENDANCE RECORD

Name.....Std.....Sec.....

Date & Time of Arrival	Reason	Parent's Initials	Principal's/ C.T.'s Signature

SIBLINGS DETAILS

1) Name of Sibling :

Class :

School Name :

2) Name of Sibling :

Class :

School Name :

3) Name of Sibling :

Class :

School Name :