



Bunts Sangha's S M Shetty High School & Junior College

ISO 21001 : 2018 CERTIFIED



Name : _____

Class: _____ Div: _____ Roll No.: _____ Mobile No. _____

PRIMARY CALENDAR 2023-2024

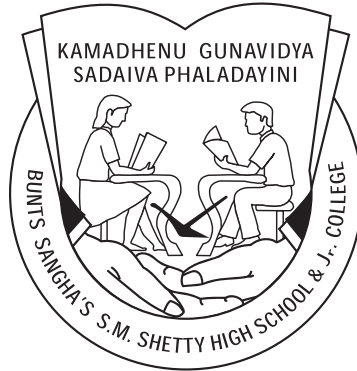
SCHOOL AT A GLANCE

- ★ School's name Bunts Sangha's
S M Shetty High School & Jr. College
- ★ Managed by Bunts Sangha's Powai Education Committee
- ★ Affiliated to Maharashtra State Board
- ★ Medium of Instruction English
- ★ Classes from Nursery to X
- ★ Postal Address Hiranandani Gardens, Powai, Mumbai- 400076.
- ★ Telephone No. 022-6132 7309 / 7311
- ★ School E-mail school@smshettyinstitute.org
- ★ School Website www.smshettyinstitute.org
- ★ School's Magazine KALEIDOSCOPE
- ★ Souvenir for Grade X CHERISHABLE MEMORIES

BUNTS SANGHA'S S M SHETTY HIGH SCHOOL & JUNIOR COLLEGE

(REGISTERED UNDER PUBLIC TRUST ACT)
ISO 21001 : 2018 CERTIFIED

Hiranandani Gardens, Powai, Mumbai - 400 076.
Tel : 022-61327309 / 7311 Website : www.smshettyinstitute.org
E-mail : school@smshettyinstitute.org



Affix a recent
stamp
size photo of
student in
school uniform

CALENDAR

Surname Name Father's Name Mother's Name

Std./Div. _____ Roll No. _____ G.R.No. _____ House _____

Father's Ph. no. _____ Mother's Ph. no. _____

Specimen Signature of

Father Mother Guardian

CALENDAR

1. This calendar is an important document containing records about the student's performance in school and is also a medium through which important information is sent to the parents / guardians.
2. **Parents / guardians are requested to go through it daily. Students must bring this calendar to school every day.**
3. Loss of this calendar should be communicated to the office immediately and a duplicate should be obtained at an additional cost after filing an application.
4. The calendar should be properly preserved and entries in it should be neat and legible.
5. Student should get the calendar signed regularly by the parent / guardian and class teacher.
6. **Parents are requested to fill the page numbers from 87 to 97 and submit all the filled in details, within a week.**

OUR SCHOOL LOGO



OUR SCHOOL LOGO STANDS FOR AND IMPLIES THAT ...

Learning has qualities of the wish yielding cow (Kamadhenu), which yields fruits at all times. By utilizing it to one's advantage one can not only satisfy one's survival needs, but also reach great heights of enlightenment.

This entails that our students become fruitful and worthy citizens thereby achieving our School's vision of 'PERSONALITY DEVELOPMENT FOR NATION BUILDING.'

BUNTS SANGHA'S

S M SHETTY HIGH SCHOOL & JUNIOR COLLEGE

ABOUT US

Bunts Sangha's S M Shetty High School and Junior College is managed by the Powai Education Committee on behalf of Bunts Sangha, Mumbai. The foundation stone of the school was laid in 1998 on a prime piece of land measuring about 2 acres, allotted by the Government of Maharashtra through MHADA. Today we are growing to become one of the finest schools in Mumbai offering a diverse choice of curriculum.

The school is a co-education institution with English as the medium of instruction. It is open to all communities irrespective of caste, creed or colour.

Equal emphasis is given to academic and non-academic subjects in order to bring overall development of child. Every child is given an opportunity to develop his / her talents and blossom into full-fledged citizen of the society.

OUR VISION

Personality Development for Nation Building

OUR MISSION

India is on its growth path of developing through different industries and agriculture. World is becoming smaller and globalization has come to stay. In this process of inevitable changes in the world, there is a need to prepare value driven global citizens and technically competent socially conscious people for building India.

In Bunts Sangha's S M Shetty Educational Institutions we will prepare the critical mass of human resources for preparing "New India." We will continually provide the environment and facilitate students to discover and develop their potential. This will be done through unique learning centres, which will become the benchmark for academic institutions globally.

INTERACTION SCHEDULE

Name of the person	Days / Time
School Principal - Mrs. Reshma Rao	With prior written appointment only
Headmistress - Pre-Primary Mrs. Neha Bhawe	With prior written appointment only
Headmistress - Primary Mrs. Kumudni Rana	With prior written appointment only
Teachers - Pre-Primary	Mondays - 11:15 a.m. to 11:30 a.m.
Teachers - Primary	Mondays - 12:00 Noon to 12:30 p.m.
Teachers - Secondary	Wednesdays - 12:30 p.m. to 1:00 p.m.

SCHOOL TIMING

Class	Days	Timing
Pre Primary-Morning Shift	Monday to Friday	7:45 a.m. to 10:45 a.m.
Pre Primary-Afternoon Shift	Monday to Friday	11:45 a.m. to 2:45 p.m.
I to V	Monday to Friday	12:50 p.m. to 6:15p.m.
VI to X	Monday to Friday	6:50 a.m. to 12:30 p.m

SCHOOL OFFICE WORKING HOURS

	Days	Timings
School Office	Monday to Saturday	9.30 a.m. to 12.30 p.m.

School Principal : **Ms. Reshma Rao**
 Headmistress - Primary : **Ms. Kumudni Rana**
 Headmistress - Pre-Primary : **Ms. Neha Bhawe**
 Acting Vice Principal - Secondary : **Ms. Rutuja Raut**

MY TEACHERS ARE

My class teacher is _____

Subject	Name of the teacher
English	
Mathematics	
EVS / Science	
Social Science	
Hindi	
Marathi	
Art	
ICT	
Physical Education	
Music	
Dance	
Language Lab	
Library	

The EC(PTA) Representative of the class is _____

Parent Representative of the class is _____

Phone No. : i) _____ Contact between _____

ii) _____

EDUCATIONAL ORGANIZATION POLICY

Our school is committed to imparting quality education to students, which will ensure their all-round development into responsible and confident individuals. We strive to provide the best possible learning environment and facilities to enable them to actualize their full potential in academics, scientific & technical fields, sports and other co-curricular pursuits. As a social responsibility of our organization, we stress on inculcating moral and human values to help them grow as responsible and committed citizens, aware of their individual and social responsibilities.

Teachers are our partners in the pursuit of our above vision. We will provide an enabling work environment for their growth and to contribute effectively towards achievement of our commitment.

We are committed to meeting all regulatory requirements and have established an Educational Organizations Management System in line with ISO 21001:2018 and through its effective implementation we strive to continually improve all our processes to meet the changing needs of both children and parents and also safeguard the organization's intellectual property.

Sd/-
Chairman

SCHOOL PRAYER

ॐ असतो मा सद्गमय
तमसो मा ज्योतिर्गमय
मृत्योर्मां अमृतम् गमय

ओम तत्सत् श्री नारायण तू
पुरुषोत्तम गुरु तू

सिद्ध बुद्ध तू
स्कंद विनायक
सविता पावक तू (२)

ब्रह्म मज्द तू यत्न शक्ति तू
येशू पिता प्रभु तू

रुद्र विष्णु तू, रामकृष्ण तू
रहीम ताओ तू (२)

वासुदेव गो-विश्वरूप तू (२)
चिदानंद हरि तू

अद्वितीय तू अकाल निर्भय
आत्मलिंग शिव तू (२)

ओम तत्सत् श्री नारायण तू
पुरुषोत्तम गुरु तू

सिद्ध बुद्ध तू
स्कंद विनायक
सविता पावक तू (३)

PLEDGE IN ENGLISH

India is my country and 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.

प्रतिज्ञा

भारत मेरा देश है। सभी भारतीय मेरे भाई-बहन हैं।
मुझे अपने देश से प्यार है। अपने देश ही समृद्ध तथा विविधताओं से विभूषित परंपराओं पर मुझे गर्व है।
मैं हमेशा प्रयत्न करूँगा/करूँगी कि उन परंपराओं का सफल अनुपायी बनने की क्षमता मुझे प्राप्त हो।
मैं अपने माता-पिता, गुरुजनों और बड़ों का सम्मान करूँगा/करूँगी और हर एक से सौजन्यपूर्ण व्यवहार करूँगा/करूँगी।
मैं प्रतिज्ञा करता/करती हूँ कि मैं अपने देश और अपने देशवासियों के प्रति निष्ठा रखूँगा/रखूँगी।
उनकी भलाई और समृद्धि में ही मेरा सुख निहित है।

प्रतिज्ञा

भारत माझा देश आहे.
सारे भारतीय माझे बांधव आहेत.
माझ्या देशावर माझे प्रेम आहे.
माझ्या देशातल्या समृद्ध आणि
विविधतेने नटलेल्या परंपरांचा मला अभिमान आहे.
त्या परंपरांचा पाईक होण्याची पात्रता माझ्या अंगी यावी म्हणून मी सदैव प्रयत्न करीन.
मी माझ्या पालकांचा, गुरुजनांचा
आणि वडीलधाऱ्या माणसांचा मान ठेवीन
आणि प्रत्येकाशी सौजन्याने वागेन.
माझा देश आणि माझे देशबांधव
यांच्याशी निष्ठा राखण्याची
मी प्रतिज्ञा करित आहे.
त्यांचे कल्याण आणि
त्यांची समृद्धी ह्यांतच माझे
सौख्य सामावले आहे.

संस्कृत प्रतिज्ञा

भारतम् अस्माकन् मातृभूमिः, वयं भारतीयाः सर्वे परस्परं भ्रातरः। अस्माकम् मातृभूमिः प्राणेश्योऽपि प्रियतरा भवति। अस्याः समृद्धौ विविध, संस्कृतै च वयं सम्मन्यामहे। वयम् अस्याः सुयोग्याः अधिकारिणो भवितुं, सदा प्रयतमानाः भवेम।

वयम् अस्माकं मातापितरौ गुरुजनांश्च सम्मानयेम। सर्वे सह शिष्टतया व्यवहरेम। भारतं भारतीयांश्च विश्वासपात्रतां प्रतिज्ञाकर्मः तेषां एव कल्याणे, समृद्धौ च, अस्माकं सुखं निहितम् अस्ति।

NATURE PLEDGE

I pledge allegiance to the Earth,
to its mountains, rivers, soil and sky.
One planet, irreplaceable,
to be cherished and protected by all..

I pledge Allegiance to the Earth and all the Life which it supports one planet, in our care, irreplaceable, with sustenance and respect for all.
I pledge allegiance to the Earth and to the flora, fauna and human life that it supports, one planet indivisible, with safe air, water & soil, economic justice, equal rights and peace for all.

NATURE SONG

आओ हम सब हाथ मिलाए,
दिलसे दिल तक राह बनाएँ,
राह बनाएँ रे, (२)

अँधियारा छटने को है,
देखो ना पौ फटने को है (२)
एक नए सूरज के नीचे आँखे मीचे
क्यूँ ना जाया जाए
चलो ना!

आओ हम सब हाथ मिलाए
दिल से दिल तक राह बनाएँ
राह बनाएँ (३)

PASAYADAN

आता विश्वात्मकें देवें। येणे वाग्यज्ञें तोषावें।
तोषोनिं मज ज्ञावे। पसायदान हें॥
जें खेळांची ब्यंकटी सांडो। तया सत्कर्मी-रती वाढो।
भूतां परसरे पडो। मैत्र जीवाचें॥
दुरितांचे तिमिर जावो। विश्व स्वधर्म सूर्ये पाहो।
जो जे वांच्छिल तो तें लाहो। प्राणिजात॥
वर्षत सकळ मंगळी। ईश्वरनिष्ठांची मांदियाळी।
अनवरत भूमंडळी। भेटतु भूतां॥
चलां कल्पतरूंचे आरव। चेतना चिंतामर्णांचें गाव॥
बोलते जे अर्णव। पीयूषाचे॥
चंद्रमे जे अलांछन। मार्तंड जे तापहीन।
ते सर्वाही सदा सज्जन। सोयरे होतु॥
किंबहुना सर्व सुखी। पूर्ण होऊनि तिन्हीं लोकी।
भजिजो आदिपुरुखी। अखंडित॥
आणि ग्रंथोपजीविये। विशेषीं लोकीं इयें।
दृष्टादृष्ट विजयें। हो आवे जी।
येथे म्हणे श्री विश्वेश्वराओ। हा होईल दान पसावो।
येणें वरें ज्ञानदेवो। सुखिया जाला॥

Pasayadan is a book of nine verses written by Sant Dnyaneshwar. "Pasayadan" literally means a request, asking for boons from God. Through the medium of this composition, Dnyaneshwar prayed for the well being of entire mankind.

NATIONAL ANTHEM

जन गण मन अधिनायक जय हे
भारत भाग्य विधाता।
पंजाब सिन्ध गुजरात मराठा
द्राविड 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

वन्दे मातरम्, वन्दे मातरम्
सुजलां सुफलां मलयजशीतलाम्
शस्य श्यामलां
मातरम्
वन्दे मातरम्

शुभ्र ज्योत्स्ना पुलकित यामिनीम्
फुल्ल कुसुमित द्रुमदलशोभिनीम्
सुहासिनीं सुमधुर भाषिणीम्
सुखदां वरदां मातरम्
वन्दे मातरम् वन्दे मातरम्
वन्दे मातरम्

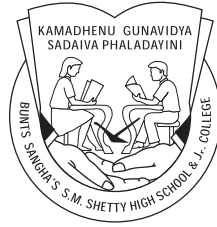
FLAG SONG

विजयी विश्व तिरंगा प्यारा
झण्डा ऊँचा रहे हमारा

सदा शक्ति सरसाने वाला
प्रेम सुधा बरसाने वाला
वीरों को हर्षाने वाला
मातृभूमि का तन मन सारा
झण्डा ऊँचा रहे हमारा
विजयी विश्व तिरंगा प्यारा

आओ प्यारे वीरों आओ
देश धर्म पर बलि-बलि जाओ
एक साथ सब मिल कर गाओ
प्यारा भारत देश हमारा
प्यारा भारत देश हमारा
झण्डा ऊँचा रहे हमारा
विजयी विश्व तिरंगा प्यारा

शान न इसकी जाने पाए
चाहे जान भले ही जाए
विश्व विजयी कर के दिखलाएं
तब होवे प्रण पूर्ण हमारा
तब होवे प्रण पूर्ण हमारा
झण्डा ऊँचा रहे हमारा
विजयी विश्व तिरंगा प्यारा



BUNTS SANGHA'S S M SHETTY HIGH SCHOOL & JUNIOR COLLEGE

APPEAL TO THE PARENTS

Bunts Sangha's S M Shetty High School & Junior College earnestly feels that a lot can be achieved in our path to mould a student's character and personality with your help and co-operation. We therefore request you to regularly monitor your wards' appearance, behaviour, discipline and progress. You are therefore requested to go through the finer details regarding the same and abide by them.

IMPORTANT INSTRUCTIONS

ADMISSION

1. Application for admission should be in prescribed form of the school (**WHICH IS ONLINE**) and it should be made by the parent or guardian of the student who will be responsible for the pupil in all respects.
2. A student seeking admission should submit a valid Birth Certificate along with application. A student who has attended any recognized school before seeking admission to this school must produce the School Leaving Certificate from the school last attended.
3. In case of a student coming from a school outside State of Maharashtra, the School Leaving Certificate must be countersigned by the Educational officer-in-charge of the State from which they come.
4. Admission to school is strictly based on school rules. Admission fee, tuition fee and first term fee will be collected from every student newly admitted.

SCHOOL FEES

1. The school has to be self-supporting. Hence the fee structure will have to be revised as and when the need arises, to meet the expenditure. If such changes are to be made, parents will be informed by a circular, before the new academic year starts.

Fees Payment Details : Fees can be paid by following modes:

Fees can be paid by online mode from Institutes Edusprint + Application through HDFC Bank

OR

Cheque/Pay Order/DD or Cash and the pay in slip will be available at school office.

Bank Time: Fees will be accepted by the bank between 10.00 am. to 12:30 pm. on bank working days.

Cheque Bounced Charges: In case fees paid through cheque is returned/bounced (Any reason), parent has to pay penalty of Rs.300/- per transaction to the school.
Note: In cheque bounce cases, payment will be accepted only by DD/Pay Order.

Details of Students : Please fill in all the details of Student's Name, Std & Contact No. in the space provided in all the three counterfoils of pay in slip to enable the School to maintain proper records in the computerized system as this system is updated from the pay in slip received from the bank.

Late Fees Payments : There will be no late fee if the fees are paid on or before the last date of month in which fees are due to be paid. A late fee of Rs 100/- per week will be charged thereafter.

Annexure 1

Steps for Online Fees Payment (Edusprint + Application)

- Step 1 : Login into "Edusprint+" application into your mobile.
- Step 2 : Enter the School Group Code as "SMS".
- Step 3 : Login with Username & Password as provided by school office.
- Step 4 : Click on the menu option which is at left-side upper corner.
- Step 5 : Click on "**Fees**".
- Step 6 : Click on "**Online Payment**".
- Step 7 : Then Click on check box representing the fees head you desire to pay.
- Step 8 : The Site will be redirected to Payment Portal. Select the desired mode of Payment i.e. Debit Card / Credit Card / Internet Banking UPI.
- Step 9 : Fill in the details as required by payment gateway.
- Step 10 : On Successful payment of Fees, "**Fees Receipt**" will be generated. You can download the same in PDF format.

For any query or doubt feel free to write to us on
onlinequery@smshettyinstitute.org

Steps for Offline Fees Payment

- Step 1 : Visit the school office and collect the fees pay-in-slip.
- Step 2 : Fill in the pay-in-slip with all details i.e. Name of Student, Std., Div., Amount and Payment details.
- Step 3 : Deposit the fee in Cash/Cheque/DD at the Bank.
- Step 4 : Computer Generated Receipt will be available for download in "**Fees**" head, within 3-4 days of fees payment. You can download the same in PDF format.

For any query or doubt feel free to write to us on
onlinequery@smshettyinstitute.org

WITHDRAWAL

1. Notice of withdrawal should be given in the prescribed form available in the school office before the fifteenth of the first month of the respective quarter or else the fees for that following quarter will be charged. The first quarter begins in the month of June. Such notices should be given by the person responsible for the student.
2. No leaving certificate will be granted unless all dues are paid.
3. Leaving certificate will be issued free of charge, if application is made within a year from the date of leaving the school.
4. After this period a stipulated amount of fee will be charged. A fine will be charged for the duplicate copy of a Leaving Certificate or for any extract from the school register.

DISMISSAL

The following reasons justify dismissal :

1. Repeated absence.
2. Irregular attendance, unjustified absence or unexplained absence for more than seven days.
3. Habitual idleness, disobedience and objectionable moral influence.
4. A student resorting to any kind of fraudulent method at the examinations.

ATTENDANCE

1. Regularity and punctuality in attendance of the student are prerequisites for his / her continued association with the school.
2. Late arrivals in the class and early departures from the class will not be permitted except in emergencies. On both instances, either of the parent should accompany the student.
3. Attendance on the opening / re-opening day after vacations is mandatory.
4. Every student must be in school five minutes before the first bell.
5. No student is permitted to leave the school premises during school hours or otherwise, except with the permission of the Head Mistress / Principal.
6. Attendance is compulsory at all school functions including Independence Day and Republic Day Celebration.
7. Students who do not have 90% attendance without a valid reason will be liable to lose 20% marks in their Second Summative Evaluation.

LEAVE

- (1) **Leave of absence is granted only for genuine reasons. The reason for absence for 1/2/3 days must be clearly mentioned in writing by the parent or guardian in the 'Record of non-attendance' page provided in the Calendar. pg. no. 82 to 84**
- (2) Unauthorized absence from school for a month or more renders a student's name liable to be struck off from the roll.
- (3) Except on dully certified grounds, no extension of vacation is allowed.
- (4) **No half day leave will be granted.**
- (5) It is mandatory to send a leave note on 'Record of non-attendance' page provided in the Calendar. pg. no. 82 to 84
- (6) Leave notes for absence of more than 3 days or medical leave (with medical certificate attached) should be submitted to the Principal / school office after duly furnishing the details of name, class and division of the student in the prescribed format - **refer pg. no. 85**
- (7) Leave for more than 3 days is to be taken only if permission is sanctioned by the school Principal. In case of emergencies the intimation of the same has to be send via an e-mail or a telephone call to the school office.
- (8) Parents are requested to confirm the dates of the vacations with the school before booking the tickets as all dates mentioned are tentative and there can be last minute changes.

SICKNESS

1. Sickness should be intimated by the parent / guardian in writing on the earliest possible date.
2. No sick student should be sent to school. A fitness certificate from a doctor for the period of absence due to sickness must be submitted along with a written application when the child resumes. **(For Format see pg. no. 85)**
3. **Students suffering from contagious diseases like chicken pox and measles will not be permitted to attend the school for 2 weeks. This is a rule as per the norms laid down by the Education Department. (It is a preventive measure in interest of the other students) Therefore no such student, despite having a doctor's certificate will be allowed to attend school for 15 days.**
4. In case of any sickness during school hours either of the parent should come to school to collect their ward or send a responsible person with an authority letter.
5. I hereby authorize the school to contact me in case of medical emergency during the school hours.
6. No medicine will be administered to the student without the consent of the parents.

UNIFORM

All students are required to be dressed smartly in school uniform. Students in improper school uniform will be either sent home or the parents will be called to make the ward change the uniform in school in the first half an hour of the day. Any student without uniform or whose appearance is untidy will be liable to be sent home in case of he/she receives 3 remarks.

1. **Girls** : Blue checks frock with school emblem
Blue cycling shorts (compulsory)
Hairdo : Ribbons white, Clips - white / White elastic cotton hair band. Long hair is to be worn in two plaits or two pony tails.
Footwear: Black leather buckled shoes and white socks with blue stripes.
Shoes with Velcro will be considered as improper footwear and not be allowed.
Sports : House Uniform. **(Std. I to Std. V - Sports Uniform to be worn on Monday)**
White Canvas Shoes, white socks with blue stripes
(White canvas shoes to be worn from II Term)
*** Wearing of Black Crocs is permitted during monsoon season.**
2. **Boys** : Blue checks shirt with school emblem
Navy blue pants, tie, belt, white vest (compulsory)
Hairdo : **Boys need to sport short and decent hair cut**
Hair needs to be oiled and combed neatly on a regular basis.
Footwear: Black leather laced shoes and white socks with blue stripes.
Shoes with Velcro will be considered as improper footwear and not be allowed.
Sports : House Uniform.
White Canvas Shoes, white socks with blue stripes.
(White canvas shoes to be worn from II Term)
*** Wearing of Black Crocs is permitted during monsoon season.**
3. **Id Card** : The Id Card provided by the school has to be worn every day.
4. **Winters** : Navy Blue sweaters.

APPEARANCE

1. A student must come to school and go from school in complete school uniform.
2. Any student without uniform or whose appearance is untidy is liable to be sent home in case of he / she receives 3 remarks.
3. Long finger nails / nail polish or ornaments are prohibited.
4. Hair should be oiled regularly and should be maintained neatly.

Please note : Parents visiting the school for any purpose at any hour need to be formally dressed.

STUDENT'S CODE OF CONDUCT

Responsibility, Citizenship, Kindness, Respect, Honesty, Self control, Tolerance and Cooperation are the foundation of Code of student conduct at our institution.

DISCIPLINE

1. Students are strictly forbidden from leaving the school premises during the regular school hours.
2. Student who expect to return home late from school must inform their parents in advance
3. Students indulging in undesirable activities such as stealing, bullying, eve teasing, passing sarcastic remarks, fighting in the school premises, indulging in substance abuse will be strictly dealt with.
4. Care should be taken to keep the school surrounding clean.
5. School property willfully/negligently damaged will be replaced by the parents of the concerned pupil.
6. A student is responsible for his/her own belongings. Pupils are advised to bring their books etc. in a secure bag, label their water bottles, pencil boxes etc.
7. Speaking in English is compulsory within the school premises be it the classroom, school corridor, school staircase or school playground.
8. Students should be particular to use the dust bin and not litter.
9. Student should refrain from running around, shouting or jumping down the stairs.
10. Student are not allowed to chew gum or consume eatables during class hours.
11. Student should maintain silence and order in the hall during assembly and other activities.
12. Student should be courteous to teachers, staff members, parents, visitors and fellow students.
13. Student should be punctual -in aspects of arrival to school, getting back to class after short break etc.
14. It is advisable to send normal and plain stationery instead of fancy ones.
15. Student should be in proper school uniform whenever in the school premises. (Open day, Saturday, Extra class.)

Complaint Handling -

In case of complaints and queries, students and parents can approach :

- The Class teacher
- The Acting Vice Principal
- HM
- The Principal
- The designated member of the Management.

Process of Handling Complaints

1. Parents Complaints are received through the suggestion box kept in the School, emails, PTM's or Teachers personally.
2. The complaints are identified as Concerns or formal complaints.
3. Suggestion box complaints are reviewed by the Hon. Secretary and discussed with the Principal and with the School Managing Committee to determine the root cause.
4. The mails received are acknowledged and sent to the respective person to whomever it is marked. (Principal/HM) and replied accordingly, either in person, telephonically or via email depending on the nature of complaint.
5. The identity of the complainant is kept in strict confidence where required.
6. Suitable corrective action is taken on the complaint.
7. The action taken is recorded on the complaint

DEPARTURE

1. **Students should be brought to school and picked up from Gate No. 4 by either of the parent or their authorized person whose name and picture mentioned on the escort card.**
2. **It is mandatory to carry only the hard copy of the escort card whenever the student is picked up from the school. The soft copy/image/screenshot of the escort card will be considered invalid.**
3. Parents are requested not to change the escorts often as this will create problem in identification by the Teachers/ Staff.
4. Parents should strictly adhere to the school timings.
5. Parents are not permitted to go to the classrooms or meet the teachers during regular teaching periods.

LIBRARY RULES

1. Students should handle the books carefully. Any damage done will have to be compensated.
2. Before the book is returned to the library, the necessary entry must be made in the handbook on the page reserved for the same.
3. Books lost shall have to be paid for by the student.
4. It is mandatory to maintain silence in the library.
5. **To be a good leader, one needs to be a good reader.** As a visionary school, we aspire to ingrain the good habit of reading in each student. Reading of Times NIE newspaper is one such good habit that will not only provide a great sense of educational value, but also keep young minds abreast with information pertaining to their age. Apart from boosting knowledge and general information, it will improve language skills and vocabulary of students to a great extent. Subscription for the same will be mandatory for grades III to V.

EVALUATION

Evaluations including Formative and Summative Evaluations, Assignments and projects will be conducted as per the directives from the Education Department.

RULES REGARDING EVALUATION

- (a) A student may not be allowed to appear the evaluation if he or she does not put in a minimum of 90 percent of attendance in the academic session.
- (b) In case of those students who were unable to appear the Second Summative Evaluation on genuine medical grounds and produce a medical certificate to that effect, the School will consider the student(s) for promotion on the basis of the year's work and average of formative evaluation. Final decision on such matters rests with the School Authorities.
- (c) The decision of the School Authorities in matters of promotion shall be final.
- (d) Promotion to next higher class will be based on the average marks obtained from the Formative and Summative evaluation, held throughout the academic year.
- (e) On the day of the result, in case a parent is not able to attend then they should send a letter of authority with their representative.
- (f) In case a student misses his / her formative evaluation, due to reasons other than sickness the evaluation will not be conducted again.

PROGRESS REPORT

1. Results and marks obtained by the students in the evaluation are given in the progress report, which will be handed over to each student after each term.

AWARD SCHEME

School has instituted an award scheme by which students who have 100% attendance in an academic year receive a 100% Attendance Certificate.

HOUSE SYSTEM

- House system occupies a prominent position in the field of co-curricular activities which are organized in a healthy competitive spirit.
- Each student is allotted a particular house at the time of admission. It helps the students to learn the great ideals of self-discipline, leadership, loyalty and sense of belongingness to the institution.

Our school has four houses

1. Shaheed Bhagat Singh House - Blue House
2. Rabindranath Tagore House - Green House
3. Lokmanya Tilak House - Red House
4. Swami Vivekanand House - Yellow House

Note :

- Each house has its own flag
- The house masters and house teachers are responsible for the working of the houses. The students get opportunities to take part in literary, academic and cultural activities.
- The performance of each house is assessed throughout the year. The best house is awarded the **Rotating Trophy** at the annual sports function every year.
- The house allotted to a student at the time of admission will not be changed.

STUDENTS' COUNCIL

With the intention to equip the student with confidence, problem solving attitude and decision making skills, the Students' Council is constituted every year. The council consists of the House Captains and House Sports Captains along with the House Prefects. The Council is headed by the democratically elected Head Boy, Head Girl, Deputy Head Boy, Deputy Head Girl.

OPEN DAY

1. **The parents /guardians are expected to attend the Parent Teacher Meeting to discuss the academic progress and overall performance of their ward, personally with the concerned teacher. It is mandatory to carry the Parents Escort on every visit.**
2. Only parents will be allowed to attend open days and they will have to compulsorily carry the Parents Escort whenever they visit the school.
3. Students accompanying parents on open day have to be compulsorily dressed in complete school uniform.

COUNSELING CENTRE

The school has a Counseling center run by a team of well trained Counselors, Special & Remedial Educators. The centre is on the third floor. The counseling services (free of charge) can be availed by the parents with prior appointment only during the school hours. Contact no of the centrehead : 02261327345

SSR INITIATIVE

The SSR initiative started with the novel concept of 'Care to Share' in the academic year 2015-16. The purpose of this endeavor was to inculcate values among children and mould their personality, standing true to the mission of our school.

Over the years, the school has participated in several initiatives including some recent additions as :

1. Newspaper donation by students on every Thursday
2. Children's artwork exhibition
3. Ek coin, Ek value
4. Dandiya Night
5. Joy of Giving
6. Dildari ki Dukan
7. Roti Donation
8. Grain Donation

The proceeds of the same are diverted for the welfare of the needy and deserving.

PARENTS - TEACHERS ASSOCIATION EC (PTA)

The parent teacher association is an advisory, supportive body to help the smooth working of the existing system of the school. The purpose of PTA is to provide a structure through which parents can come together and work in the best interest of the school and welfare of the children. The sole objective of organizing this association is to bring forward real, practical and viable ideas which will help in achieving our Vision and Mission.

RULES OF THE PARENT TEACHER ASSOCIATION

- (1) Every parent is a member of the EC(PTA)
- (2) EC(PTA) consists of the following members :
 - (i) President (Principal)
 - (ii) One parent member from each standard.
 - (iii) One teacher member from each section.
- (3) The term of the PTA executive body is for one academic year.
- (4) The executive body of the PTA will meet quarterly and the general body will meet once each term.
- (5) A parent holding a post of the executive body member of the PTA for one year will not contest for the post in the next five years.

If interested, kindly fill in the nomination form for the election of the Executive Committee of PTA for the year 2023-2024.

I the undersigned Mr./Mrs. _____ Mother/ Father of
_____ studying in Std. ____ Div ____

would like to submit my nomination form and contest for being a EC(PTA) member for the academic year 2023-2024.

I assure you that I will be in a position to spare time for the activity of the EC(PTA) when required.

Full name of the parent _____

Tel.: _____

Signature : _____ Date : _____

DO'S AND DON'T'S

1. **Gift to Teachers** : Birthday presents, seasonal gifts etc. to the teachers and staff of the school **ARE FORBIDDEN**.
2. **Birthday Celebrations** : Students will wear school uniform on their birthday. They are allowed to distribute any one stationery item (pencil, pen, eraser, sharpener, ruler) to their classmates. Cost of each needs to be under 5 Rs or contribute a story book to the class library. Under no circumstances, gifts in any form will be allowed to be distributed by the students. Parents should also refrain from inviting staff members to parties.
3. Application of mehendi during festivals, marriages and any other functions must be restricted to the palms (inner side of the hand) only. Prior permission should be taken for the same. If violated, students will not be allowed entry to the school premises.
4. **Change of Address** : Parents are requested to intimate to the school, in writing, regarding any change in the residence address or telephone number without delay.
5. Books, magazines, newspaper or Pendrive, not approved of by the Principal are not allowed to be brought to school. This stands true in case of all kinds of electronic gadgets. If found they are liable to be confiscated.
6. Students must refrain from bringing junk food in their tiffin and cultivate the habit of eating only healthy food.
7. Students of this school are strictly forbidden to buy anything from the street hawkers. Parents are requested to restrain from giving large amounts of cash as pocket money to their children as we wish to inculcate the habit of thrift among our children.
8. No student is exempted from games and physical training without a medical certificate. The period of exemption should be specified.
9. **A student must carry his / her tiffin, water bottle, stationery etc. as it will not be accepted in the middle of a session for security reasons.**
10. Students will not be granted entry to the school premises without ID card and proper uniform.
11. All payments (fees/ field trip/ class photograph/ etc) needs to be done **ONLINE ONLY**. In case of any difficulty, parents can approach the ICT teachers during school hours / all working Saturdays as per the schedule given below :

Pre primary Section

- Morning shift** : Monday to Friday from 11 a.m. to 12 noon
Afternoon shift : Monday to Friday from 11 a.m. to 12 noon
1st, 3rd and 5th Saturday from 10 a.m. to 2 p.m.
- I to V** : Monday to Friday 12 noon to 1 p.m.
1st, 3rd and 5th Saturday from 11 a.m. to 4 p.m.
- VI to X** : Monday to Friday from 12 noon to 1 p.m. and 1st, 3rd and 5th Saturday from 10 a.m. to 1 p.m.

SCHOOL BUS

The school has made arrangements with a contractor for school bus facility. This will be governed by separate rules and regulations.

MEASURES TO ENSURE DISCIPLINE

Our main goal is to ensure

- ❖ The safety of our students
- ❖ To create an environment conducive to learning
- ❖ To boost self esteem, confidence and sense of responsibility.

Sr.No.	Misdeed	First step	Second step	Third step
1.	Disruptive Behaviour : In the class : In the bus : Anywhere in and around the school	Warning by the class teacher and remark in the calendar.	Warning by the Headmistress	Parents to be called for a meeting with the Principal.
2.	Misbehavior : Harassment : Verbal abuse : Physical fights : Bullying : Teasing : Destruction of school property : Not adhering to school rules	Warning by the class teacher and remark in the calendar.	Parents to be called for a meeting with the Headmistress	Refer to the in- house counselor
3.	Personal possessions : Carrying books other than the prescribed timetable : Fancy stationery causing distraction in class. : Cell phone / tablet/ any other gadget	*Item if confiscated will not be returned *Parents to be called for a meeting with Principal/ Headmistress *Principal's decision will be final		
4.	Forgery / Theft	Parents to be called for a meeting with the Principal / Headmistress Case referred to the in- house counselor		
5.	Substance abuse	Parents to be called and case referred to the in-house counselor		
6.	Unfair means in examination	Principal's decision will be final		

PRINCIPAL'S / HEADMISTRESS'S REMARKS

Date :

Parent / Guardian

Principal / HM

Date :

Parent / Guardian

Principal / HM

Date :

Parent / Guardian

Principal / HM

Date :

Parent / Guardian

Principal / HM

Date :

Parent / Guardian

Principal / HM

Date :

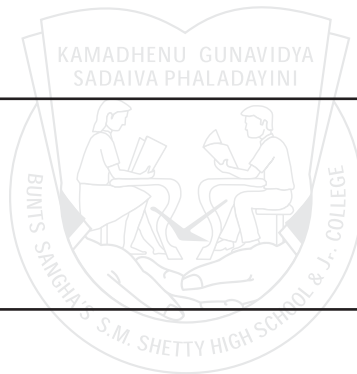
Parent / Guardian

Principal / HM

Date :

Parent / Guardian

Principal / HM



LIST OF HOLIDAYS 2023 - 2024

Month	DATE	DAY	HOLIDAY
June	28.06.2023	Wednesday	Bakri Eid
July	29.07.2023	Saturday	Moharram
August	15.08.2023	Tuesday	Independence day*
	16.08.2023	Wednesday	Parsi New Year
	30.08.2023	Wednesday	Raksha Bandhan
September	07.09.2023	Thursday	Gopal Kala
	19.09.2023 to 23.09.2023	Tuesday to Saturday	Ganesh Festival
	28.09.2023	Thursday	Eid-e- Milad/ Anant chaturdasi
October	02.10.2023	Monday	Gandhi Jayanti
	24.10.2023	Tuesday	Dussehra
November	06.11.2023 to 20.11.2023	Monday to Monday	Diwali vacation
	21.11. 2023	Tuesday	School Reopens
	27.11.2023	Monday	Guru Nanak Jayanti
December	25.12.2023 to 01.01.2024	Monday to Monday	Christmas Vacation
	02.01.2024	Tuesday	School Reopens
January	26.01.2024	Friday	Republic day*
February	19.02.2024	Monday	Shivaji Jayanti
March	08.03.2024	Friday	Mahashivratri
	25.03.2024	Monday	Holi
	29.03.2024	Friday	Good Friday
April	09.04.2024	Tuesday	Mahavir Jayanti
	11.04. 2024	Thursday	Ramzan Eid
	17.04.2024	Wednesday	Ram Navami
May	01.05.2024	Wednesday	Maharashtra Day*

EVALUATION SCHEDULE 2023-2024

Sr. No.	Evaluation	Standard	Schedule (tentative)
1.	First Summative Evaluation	I to V	27th October to 3rd November
2.	Second Summative Evaluation	I to V	First week of April

EXTERNAL EXAMS 2023-2024

Type	Exam	Std/Date/Month
SOF	IMO	30.11.23
	IEO	12.10.23
	NCO	28.11.23
	NSO	21.11.23
	ISSO	18.01.24
	IGKO	10.10.23
Homi Bhabha (Science) Math Concept Exam		
Unified Council	UIEO	03.11.23
	UCO	04.10.23
	UMO/UIM	03-01-24
	NSTSE	01-12-23
	NELTAS	
	Spell Bee	
Scholarship (V & VIII)		10.03.24

Grading System

Range of %	Grade
91-100	A-1
81-90	A-2
71-80	B-1
61-70	B-2
51-60	C-1
41-50	C-2
31-40	D
21-30	E-1
Less than 20	E-2

- Formative evaluations will be conducted throughout the academic year.

Evaluation Scheme for Academic Subjects (Each Term)

Std	*Formative	Summative		Total
		Oral	Written	
Std I & II	70 marks	10 marks	20 marks	100 marks
Std III & IV	60 marks	10 marks	30 marks	100 marks
Std V	50 marks	10 marks	40 marks	100 marks

Month Wise Syllabus for the Academic Year 2023-24

STD I

Subjects	June-July	August-September	October-November	December-January	February-March	April	
ENGLISH	Block 1 The Alphabet song Block 2 Words and Pictures	Block 3 No pencil Block 4 The only elephant in the school Block 5 Saying Thank you	Block 6 Sweet Porridge Block 7 Writing a Story fly Block 8 Birds that don't fly Block 9 Describing an animal Block 10 The roaster and the sun Block 11 Describing what we bear	Block 12 Pinaocchio Runs away Block 13 Ending a Story Block 14 My spring Garden Block 15 Using the five senses Block 16 Keechu monkey can't sleep	Block 17 Writing to Describe Block 18 Watch me Grow Block 19 Appley Dapply Block 20 Mice	Revision and Summative Evaluation	
MATHS	Block 1 Position Block 2 Numbers 1 to 9	Block 3 Flat Shapes Block 4 Solid Shapes Block 5 Starting in Add. Block 6 Starting to Subtract Block 7 The Number 0	Block 8 Numbers 10 to 20 Block 9 Adding Within 20 Block 10 Subtracting (Within 20) Block 11 Numbers 21 to 50	Block 12 Length Block 13 Weight and Capacity. Block 14 Numbers 51 to 99 Block 15 Comparing numbers 0 to 99 Block 16 Adding and Subtracting (up to 99)	Block 17 Introduction to Time. Block 18 Introduction to Patterns Block 19 Introduction in Money Block 20 Introduction to Data Handling	Revision and Summative Evaluation	
EVS	Block 1 About myself Block 2 My family	Block 3 Neighbours & friends. Block 4 Things around us Block 5 My Body	Block 6 Food we eat Block 7 All about water Block 8 My House Block 9 Clothes we wear Block 10 Air around us Block 11 Cleanliness	Block 12 Healthy and Happy Block 13 Public places Block 14 World of plants Block 15 Plants are different Block 16 World of Animals	Block 17 Animals around us Block 18 Transportation. Block 19 Keeping in touch Block 20 Earth, Sun and Moon.	Revision and Summative Evaluation	
HINDI	वर्णमाला के स्वर अ ते अ : वर्णमाला के व्यंजन क ते श्र Block 11 कविता अक्षर गीत Block 1 बहता पानी Block 2 कविता बावल	Block 3 लुका छिपी Block 4 सबका होता अपना घर Block 5 अम्पू का डर Block 6 परछाई	Block 7 कठुआ और खरगोश Block 8 दावत Block 9 कविता जंगल में मंगल	Block 10 उल्टा - पुल्टा Block 12 मूज चाचू चले छुट्टी पर Block 13 जब मैं लो गया Block 14 चोकू खरगोश Block 23 कविता खेल नहीं तो का	Block 15 मैंने देखा Block 16 चीनी चीटी और भोलू तोता Block 17 कविता - रा - विरगी दुनिया Block 20 चीन की सैर	पुनरावर्तन	
MARATHI	मजेत शिकूया मराठी १ - पान क्र. १ - ६ मी आणि मराठी १ - पान क्र. ४ - १४ मी आणि मराठी १ - पान क्र. ८० - ८५	मजेत शिकूया मराठी १ - पान क्र. ७ - १२ मी आणि मराठी १ - पान क्र. १५ - ३१ मी आणि मराठी १ - पान क्र. ८१ - ८६	मजेत शिकूया मराठी १ - पान क्र. १३ - १६ मी आणि मराठी १ - पान क्र. ३२ - ४३ मी आणि मराठी १ - पान क्र. ८२	मजेत शिकूया मराठी १ - पान क्र. १७ - २२ मी आणि मराठी १ - पान क्र. ४४ - ५८ मी आणि मराठी १ - पान क्र. ८३ - ८७	मजेत शिकूया मराठी १ - पान क्र. २३ - २८ मी आणि मराठी १ - पान क्र. ५९ - ७९ मी आणि मराठी १ - पान क्र. ८४ - ८८	मजेत शिकूया मराठी १ - पान क्र. २३ - २८ मी आणि मराठी १ - पान क्र. ५९ - ७९ मी आणि मराठी १ - पान क्र. ८४ - ८८	उजळणी

Month Wise Syllabus for the Academic Year 2023-24

STD II

Subjects	June-July	August-September	October-November	December-January	February-March	April
ENGLISH	Noun Pronoun Comprehension Block 1 Anya and the dragon Block 2 Writing about a picture Block 3 Hiding a rainbow	Block 4 The old woman who lived in a vinegar bottle Block 5 Writing about likes and dislikes Block 6 Mike runs away from home Block 9 Writing about an animal Block 7 What would you pack.	Block 8 Amazing animal homes Block 10 The Magic words Block 11 A note to a friend Block 12 The Duck and the Kangaroo	Block 13 My adventure Block 14 The big Mix-up Block 15 Solving a problem Block 16 I stood against the Window Block 17 If I were	Block 18 Writing a poem Block 19 The trees that grandma did not plant Block 20 Writing about a holiday	Revision and Summative Evaluation
MATHS	Number names Tables Addition and Subtraction Comparison of numbers. Block 1 Numbers up to 99 Block 2 Numbers up to 999	Block 3 Hundreds, Tens, and ones Block 4 Comparing Numbers upto 999 Block 5 Adding and subtracting mentally Block 6 Addition and subtraction facts Block 7 Estimating Numbers Block 8 Adding 2 Digit numbers	Block 9 Subtracting 2 Digit numbers. Block 10 Grouping and ungrouping. Block 11 Instructions to multiplication tables. Block 12 Length	Block 13 Weight and capacity Block 14 Money Block 15 Time Block 16 Simple patterns Block 17 - Flat shapes	Block 18 Solid shapes Block 19 Introducing lines and pictographs	Revision and Summative Evaluation
EVS	Block 1 My world Block 2 My body Block 3 About Family, celebrations and games Block 4 Food for health Block 5 Uses of plants	Block 10 Non living things Block 9 Animals that lay eggs Block 6 Farms and pet animals Block 7 Wild animals Block 8 Animals and their young ones	Block 7 Wild animals Block 8 Animals and their young ones Block 11 Water for us Block 12 Our Houses	Block 13 Our Clothes, Block 14 Air Pollution, Block 15 Reduce Garbage Block 16 Our Neighbourhood Block 17 Light and Shadow	Block 18 Transport Block 20 When and Where Block 19 Communication	Revision and Summative Evaluation
HINDI	वर्णमाला मात्राएँ Block 1 कीर्ती का जन्मदिन Block 2 शब्दों में छिपे खिलौने Block 3 कन्नू की रोशनी Block 4 गोपी बना शेरें	Block 5 विक्रान्तिक Block 6 जब हम घूमने गए Block 7 भोति की डायरी Block 8 मेरी डायरी Block 9 कविता नन्हा जादूगर	Block 10 नन्हा पेड़ Block 11 कविता अगर पेड़ भी चलते होते Block 12 विकी और वारिश Block 13 विकी के दोस्त Block 14 बाँसुरीवाला भेड़िया	Block 15 चचाहे की शरारत Block 16 रेलगाड़ी का सफर Block 17 जाने हमारे वॉ में कितना Block 18 कविता अनोखी कितना Block 19 मैं हूँ लाली Block 20 पुस्तक की आलकथा	Block 21 चार दोस्तों की कहानी Block 22 दो दोस्तों की बातचीत Block 23 नौबू पानी Block 24 मीरा और प्रिया Block 25 रिया और ड्रेड	पुनरावर्तन
MAPATHI	मजेत शिकूया मराठी २ - पान क्र. १ - ६ नवजीवन मराठी २री पान क्र. ३, ४, ८ - ११ मराठी वर्णमाला	मजेत शिकूया मराठी २ - पान क्र. ७ - १२ नवजीवन मराठी २री पान क्र. १२ - १७, २८	मजेत शिकूया मराठी २ - पान क्र. १३ - १६ नवजीवन मराठी २री पान क्र. १८ - १९, २९, ५ आणि मात्रा ओळख	मजेत शिकूया मराठी २ - पान क्र. १७ - २२ नवजीवन मराठी २री पान क्र. २१ - २४, ३० - ३३, ६ आणि मात्रा उजळणी, अं आ मात्रा ओळख, व्यंजनलेखन शब्द	मजेत शिकूया मराठी २ - पान क्र. २५ - २८ नवजीवन मराठी २री पान क्र. २५ - २७, ३४ - ३६, ८ आणि मात्रा उजळणी, अं, आ मात्रा ओळख, व्यंजनलेखन, शब्द	उजळणी

Month Wise Syllabus for the Academic Year 2023-24

STD III

Subjects	June-July	August-September	October-November	December-January	February-March	April
ENGLISH	<p>Vol. 1 Block 1 The blue kite Block 2 My descriptive paragraph Block 3 The key Block 4 The mole and the water rat Grammar - Block 1 The parts of a sentence Block 2 Articles Block 3 Singular and plural nouns Block 4 Common material and proper noun. Word work Block 1 to 4</p>	<p>Block 5 Inviting and responding Block 6 Plastic pollution Vol. 3 Block 15 A Rainy Sunday. Block 16 The Boy and the Rabbit Block 17 My Funny Experience Grammar - Block 5 Collective nouns, Block 6 Possessive noun, Block 15 Agreement, Block 16 Simple past questions and negatives. Block 17 Simple future tense Word work 5 to 7</p>	<p>Block 17 My Funny Experience Block 18 Chewy healthy food Block 19 The Elf and the Douse (Poem) Block 20 Diggerdoo Grammar- Block 17 Simple future tense, Block 18 Present Continuous Tense, Block 19 Past Continuous Tense, Block 20 - Few, little, many, much, Informal letter Word work Block 8 to 11</p>	<p>Vol 2 Block 7 My opinion paragraph Block 10 Why does the sun go away? Block 8 Pink and Giya. Block 9 Helping My Story Composition Block 9 Helping My Story Composition Grammar: noun 7 Plural and possessive noun, Block 8 Adverb, Block 9 Subject and predicate Block 10 Kinds of sentence, Composition Word work 12 to 15</p>	<p>Block 11 The Sun or the Moon Block 12 friends Block 13 Windy Night (Poem) Block 14 Seema is missing Grammar: Block 11 Compound sentences, Block 12 Permission and request, Block 13 Prepositional phrases, Block 14 Simple present questions and negatives Word work: Block 16 to 20</p>	<p>Revision and Summative Evaluation</p>
MATHS	<p>Block 1-4: Digit Numbers Block 2 Comparing 4 Digit Numbers Block 3 Adding and Subtracting 4 Digit Numbers Block 4 Adding 4 Digit Numbers Block 5 Subtracting 4 Digit Numbers</p>	<p>Block 11 Shapes and Symmetry Block 12 - 3 D Shapes : Views and maps Block 13 Patterns Block 14 Introduction to Fraction.</p>	<p>Block 6 Multiplication Block 7 Multiplication Block 8 Multiplying 2 digit numbers Tables (2 to 15)</p>	<p>Block 9 Estimation Block 18 Calendar Block 19 Time on a clock Block 17 Money</p>	<p>Block 10 Introduction to Division Block 20 Handling Data Block 15 Converting Length Block 16 Weight & capacity</p>	<p>Revision and Summative Evaluation</p>
EVS	<p>Block 1 Parts of a plant Block 2 Flowers, fruits and seeds Block 3 All about birds Block 4 All about insect</p>	<p>Block 5 Characteristic of living things Block 6 Our body Block 7 Respiratory system Block 8 Exploring materials Block 9 Solids, liquids and gases</p>	<p>Block 10 Getting clean water Block 11 Energy and Sun Block 12 Good Habits, Health and Surroundings Block 13 Houses</p>	<p>Block 14 People Who Help Us Block 15 Changes Overtime Block 16 Safety Rules Block 17 Finding Direction</p>	<p>Block 18 Earth and Universe Block 19 Landforms and Water Bodies Block 20 Time and Calendar</p>	<p>Revision and Summative Evaluation</p>
HINDI	<p>वर्षमाना मात्राएँ Block 1 ऐसा होता मेरा विद्यालय Block 2 कविता से सपनों का विद्यालय Block 3 शहशाह् अकबर को कौन सिखाया ? Block 4 जब मिले वीरवल अकबर से</p>	<p>Block 5 जादूई आम Block 6 घुड़ी तो जानें Block 7 मेरे डायरी निम्मी और नै Block 8 निशा की डायरी Block 9 कविता पानो Block 12 चाचाजी काखेत</p>	<p>Block 10 अजब-गजब खिलौने Block 11 बातों ही बातों में Block 13 पत्र का सफर Block 14 कविता- आओ चलें घूम लें हम भी</p>	<p>Block 15 छोटी चिड़िया लंबी बात Block 16 सूरज-चंद्रा गूँचे अस्मान में Block 17 जादूई कौंच Block 18 मैं/साइया प्लास Block 19 सारे खिलौने कहाँ गए ? Block 20 फिर आया सदी का नौसम</p>	<p>Block 21 कविता - कितने सारे नौसम Block 22 कक्षा में पहला दिन Block 23 भिताली का साक्षात्कार Block 24 मटर टेसा Block 25 मित्र के नाम पत्र</p>	<p>पुनरावर्तन उजळणी</p>
MARATHI	<p>मात्रा माटो सुलभभातो पान क्र. 9 - ९ My Skill Book माटो भाग - ३ पान क्र. 9 - २६ माटो वर्णमाला मात्रा</p>	<p>माटो सुलभभातो पान क्र. 9० - 9८ My Skill Book माटो भाग - ३ पान क्र. २७ - ५३ व्याकरण - विरामचिह्ने - 9</p>	<p>माटो सुलभभातो पान क्र. १९ - २९ My Skill Book माटो भाग - ३ पान क्र. ५४ - ७9 व्याकरण - विरामचिह्ने - २</p>	<p>माटो सुलभभातो पान क्र. ३० - ३६ My Skill Book माटो भाग - ३ पान क्र. ७२ - ९३ व्याकरण - विरामचिह्ने - ३</p>	<p>माटो सुलभभातो पान क्र. ३७ - ४६ My Skill Book माटो भाग - ३ पान क्र. ९८ - 99८ व्याकरण - विरामचिह्ने - ४</p>	

Month Wise Syllabus for the Academic Year 2023-24

STD IV

Subjects	June-July	August-September	October-November	December-January	February-March	April
ENGLISH	Block 1 The Tale of Peter Rabbit Block 3 The Wind on Haunted Hill (Part 1) Block 4 The Wind on Haunted Hill (Part 2)	Block 5 Silver Block 2 Writing a Friendly Letter Block 6 The School Play Block 11 Advertisements Block 12 Writing an Informational Paragraph Block 7 The Sea Block 8 Writing a Poem	Block 9 Venu's Time Machine Block 10 Writing an Opinion Paragraph Block 11 Advertisements Block 12 Writing an Informational Paragraph	Block 12 Writing an Informational Paragraph Block 13 In the Library with Malitida Block 14 Ending a Story Block 15 The Life of Helen Keller Block 16 Writing a Biography Babbarati - My Books	Block 17 Sick Block 18 The Elephant's Child Block 19 Writing About a Picture Block 20 Soar Up High	Revision and Summative Evaluation
MATHS	Block 1-6 Digit Numbers Block 2 Adding 4 Digit Numbers Block 3 Subtracting 4 Digit Numbers Block 4 Factors and HCF	Block 5 Multiples and LCM Block 6 3D Shapes and 2D Shapes Block 7 Lines and Circles Block 8 Patterns & Symmetry Block 9 Multiplying using Lattice Method	Block 10 Multiplying using Column Method Block 11 Dividing by 1 digit	Block 12 Dividing by 2 digit Block 13 Length Block 14 Introduction to Perimeter and Area Block 15 Weight and Capacity Block 16 Representing Fractions	Block 17 Adding and Subtracting Like Fractions Block 18 Understanding Time Block 19 Money Block 20 Graphs and Charts	Revision and Summative Evaluation
SOCIAL SCIENCE	Block 1 Family Relationships Block 2 Work We Do Block 3 Sports and Games Block 4 A Good Citizen History Chp. 1 - Maharashtra Before Shivaji	Block 5 A Good Citizen. Block 6 Using Maps. Block 7 My Country Block 8 Plateaus and Desert Block 9 Mountains and Plains. History Chp. 2 - Work of the saints. Chp. 3 - Maratha Sardars - The Famous House of the Bhorasales. Chp. 4 - Shivaji's Childhood. Chp 5 - Shivaji's Education. Chp 6. The Oath of Swaraj	Block 10 Coastal Plains and Islands. History Chp. 7 - Swaraj : First Conquest. Chp 8. - Defeat of Internal Enemies. Block 11 Our Rich Culture. Block 12 Our State. History Chp. 9 - Pratapgad Makes History. Chp. 10 - Bajji Prabhu and the memorable battle of Ghoskhind	Block 13 Sources of History. Block 14 People who made a difference. Block 15 Motions of the Earth. Block 16 Realms of the Earth. History Chp. 11 - The discomfiture of Shaistakhan Chp 12. - The siege of Purandar and the Treaty with the Moghul Emperor. History Chp 13 - Shivaji gives the sip to the Emperor.	Block 17 Pollution in the Environment. Block 18 Road Transport. Block 19 Rail Transport. Block 20 Air and Water Transport. History Chp. 14 - The fort is captured but the lion is dead. Chp 15 - A memorable ceremony.	Revision and Summative Evaluation
SCIENCE	Block 1 All about leaves Block 2 Adaptations in Terrestrial Plants Block 3 Adaptations in different Plants Block 4 Plants for us	Block 5 Classifying living Things Block 6 Adaptations in Animals Block 7 Food habits of animals Block 8 Our teeth Block 9 Digestive system Block 5 काज का सफर Block 6 मुझे अच्छा कौन है ? Block 7 कहाँ क्या मेरा खाना ? Block 8 मेरी डायरी Block 9 काविता चंद्र का कुर्ता Block 10 शब्दों का उपहार	Block 10 Excretory System Block 11 Food : Our Basic Need	Block 12 Air and pollution Block 13 Separation of Impurities Block 14 Light and Shadow Block 15 Measurement Block 16 Types of Forces	Block 17 Frictional Force Block 18 Soil Block 19 Save Earth Block 20 Animal Husbandry	Revision and Summative Evaluation
HINDI	वर्णमाला मात्राएँ Block 1 जंगल में वाद्य Block 2 अनारबी दोस्तो Block 3 खिचडी Block 4 मछलीय घर की सैर	Block 5 काज का सफर Block 6 मुझे अच्छा कौन है ? Block 7 कहाँ क्या मेरा खाना ? Block 8 मेरी डायरी Block 9 काविता चंद्र का कुर्ता Block 10 शब्दों का उपहार	Block 12 सपनों की उड़ान Block 13 पढ़ना बहुत जरूरी है Block 14 जीवन का आधार : भोजन Block 15 आपकी थाली में क्या है ?	Block 16 कविता - कोशिश कस्तेवालों की हार नहीं होती Block 17 कैसे कहें अपनी बात ? Block 18 मित्र के नाम पत्र Block 19 चोटो Block 20 काविता - मेहनती जीव Block 21 चतुर चित्रकार	Block 22 सिंगारु की यात्रा Block 23 ऊटो : मेरी नजर से Block 24 नन्दा अनिय Block 25 भारत का भेटो पुरुष	पुरावर्तन
MARATHI	यात्रा भाटी सुलभभाटी पान क्र. 9 - ९ BCI किरण सुलभ भाटी पान क्र. 3 - 90 भाटी वर्णमाला मात्रा	भाटी सुलभभाटी पान क्र. 90 - 9९ BCI किरण सुलभ भाटी पान क्र. 99 - ३0	भाटी सुलभभाटी पान क्र. २0 - २६ BCI किरण सुलभ भाटी पान क्र. ३9 - ४0 व्याकरण - विरामचिह्ने	भाटी सुलभभाटी पान क्र. ३७ - ३४ BCI किरण सुलभ भाटी पान क्र. ४9 - ५९ व्याकरण - नाम ओळख	भाटी सुलभभाटी पान क्र. ३५ - ४६ BCI किरण सुलभ भाटी पान क्र. ६0 - ८९ व्याकरण - सर्वनाम ओळख	उजळणी

Month Wise Syllabus for the Academic Year 2023-24

STD V

Subjects	June-July	August-September	October-November	December-January	February-March	April
ENGLISH	Block 1 The Olive Tree Block 2 My story Review Block 3 Dads vs Dinner Block 4 Writing an argument	Block 5 Travel Block 6 The Peterkins Try To Become Wise Block 7 Writing a Personal Narrative Block 8 Athena's Gift Block 9 Writing an Informal Letter	Block 10 Boy : Tales of Childhood Block 11 Introducing a Speaker Baibharathi - My Mother	Block 12 Space Junk Block 13 Writing an Informational Text Block 14 The Black Cat (Part 1) Block 15 The Black Cat (Part 2) Block 16 Writing a Story	Block 17 The Machine Block 18 Conversations Block 19 The story of Flying Robot Block 20 Gone are the Games Baibharathi - Man in the Moon	Revision and Summative Evaluation
MATHS	Block 1 Large Numbers : Crores and Millions Block 2 Adding & Subtracting Large Numbers Block 3 HCF and LCM Block 4 Multiplying and Dividing Numbers	Block 5 Divisibility Rules Block 6 Fractions Block 7 Adding and Subtracting fractions Block 8 Multiplying Fractions Block 9 Introducing Decimals	Block 10 Operations on Decimals Block 11 Introduction to Angles	Block 12 Lines and 2D shapes Block 13 Measurements in Length Block 14 Perimeter and Area Block 15 Weight and Volume Block 16 3D & 2D Shapes	Block 17 Pattern and Symmetry Block 18 Time Block 19 Money Block 20 Data and Graph	Revision and Summative Evaluation
SCIENCE	Block 1 Sexual Reproduction in Plants Block 2 Seed Dispersal Block 3 Seed Germination Block 4 Asexual Reproduction in Plants	Block 5 Cultivating Crops Block 6 Types of Adaptation Block 7 Balance in Nature Block 8 Circulatory System Block 9 Bones, Joints & Muscles	Block 10 Movable Joints Block 11 Food & Nutrition	Block 12 Health & Diseases Block 13 Preserving Food Block 14 Energy & Its Sources. Block 15 Simple Machines. Block 16 Sound & Noise.	Block 17 Light, Shadow & More Block 18 Three States of Matter Block 19 Air & Atmosphere Block 20 Earth & Beyond	Revision and Summative Evaluation
S.S.	Block 1 Families on the Move Block 2 Living in a Community Block 14 Elections Block 15 Our Government	Block 3 A Home for Everyone Block 4 Our Built Heritage Block 5 Evolution of Humans Block 6 Hunters and Gatherers Block 7 Farmers and Herd	Block 8 Voyages Block 9 Written Communication Block 10 Communication	Block 11 Latitudes and Longitudes Block 12 Weather and Climate Block 13 Climatic Regions of the World Block 16 Agriculture and Industry	Block 17 Our Natural Resources Block 18 Our Green Cover Block 19 Caring for Animals Block 20 Saving The Environment	Revision and Summative Evaluation
HINDI	वर्णमाला मात्राएँ Block 1 आम का पेड़ Block 2 आओ मिलकर पेड़ लगाएँ Block 3 जंगल का रहस्य Block 4 जंगल की आग	Block 5 प्रतापी भारत Block 6 साहसी लुई ब्रेल Block 7 डाक्टर और मैं Block 8 एक दिन की डायरी Block 9 काविला नया सबरा लाना तुम Block 10 टाइम मशीन	Block 11 आदिमानव से आज तक Block 12 हमारा पत्र Block 13 दीपिका का पत्र Block 14 कविता सभा का खेल	Block 15 नाम रेशन करनेवाला बालक Block 16 अग्निवास रामानुज Block 17 माता के जंगल Block 18 राष्ट्रीय उद्यान गणधपोर Block 19 अखबारों की खबर Block 20 अखबार की एक खबर	Block 21 कवीरास के दोहे Block 22 अंधे नगरी Block 23 खेल और मलेशिया की सैर Block 24&25 विज्ञापनों की दुनिया	पुरावर्तन
MAPATHI	मराठी वर्णमाला मात्रा मराठी सुलभमराठी पान क्र. 9 - ९ व्याकरण - नाम	मराठी सुलभमराठी पान क्र. १० - २० व्याकरण - सर्वनाम	मराठी सुलभमराठी पान क्र. २१ - २९ व्याकरण - विरामचिह्ने	मराठी सुलभमराठी पान क्र. ३० - ४० व्याकरण - क्रियापद	मराठी सुलभमराठी पान क्र. ४१ - ५४ व्याकरण - विशेषण	उजळणी

Details of Monthly Competitions : 2023-24

Month	Competition	Date
July	Handwriting Competition (Std. I & II)	
	Elocution Competition (Std III & IV)	
	Debate Competition (Std V)	
August	Storytelling with puppet (Std. I & II)	
	Story telling with Shadow Art (Std. III, IV & V)	
September	Autocorrect - Grammarly (Std. I & II)	
	Comic Strip Making (Std. III, IV & V)	
January	Monologue (English/Hindi/ Marathi language)	
February	Math Relay (Std. I & II)	
	Science Relay (Std. III, IV and V)	
March	Vegetable Painting/ Crumbling Paper (Std. I & II)	
	Handkerchief Painting/ Origami (Std. III & IV)	
	Tattoo Making (Std. V)	

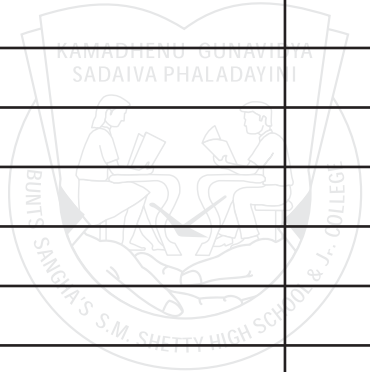
*Visit the Edusprint+ App regularly to get updates of the monthly competitions.

Details of Sports Events / Competitions : 2023-24

Std.	Competition	Practice round	Finals	Activity	
Std I	Caterpillar Race	June & July	August	Hopscotch	Yoga
	Obstacle Race	September	October	Blind Man's Buff	Motor Fitness
	Athletics (Running)	November & December	January	Marbles	Mass P T exercises
	Gymnastics	February	March	Snake and Ladder	Quiz
Std II	Carrom Singles	June & July	August	Hopscotch	Yoga
	Frog Jump	September	October	Blind Man's Buff	Motor Fitness
	Athletics (Running)	November & December	January	Marbles	Mass P T exercises
	Football	February	March	Ludo	Quiz
Std III	Shuttle Race	June	July	Spinning Top	Yoga
	Carrom Doubles	August & September	October	Dog & the Bone	Motor Fitness
	Athletics (Running)	November & December	January	Lagori	Mass P T exercises
	Athletics (Long Jump and Shot Put)	February	March	Lock and Key	Quiz
Std IV	Fitness Drills	June	July	Spinning Top	Yoga
	Badminton Singles and Doubles	August & September	October	Dog & the Bone	Motor Fitness
	Athletics (Running)	November & December	January	Langdi	Mass P T exercises
	Cricket	February	March	Lock and Key	Quiz
Std V	Chess	June & July	August	Spinning Top	Yoga
	Handball	September	October	Chain Games	Motor Fitness
	Athletics (Running)	November December	January	Lagori	Mass P T exercises
	Kabaddi and Kho - Kho	February	March	Ball Fighting	Quiz

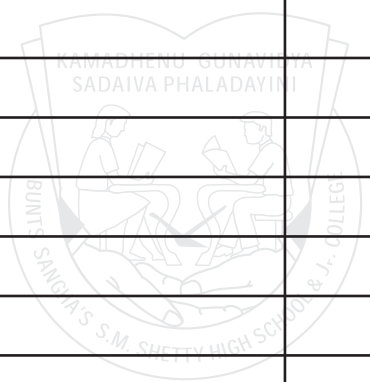
DETAILS OF ASSIGNMENTS / PROJECTS

Date	Subject	Project Details / Requirements	Date of Submission	Parent's signature	Teachers' remark



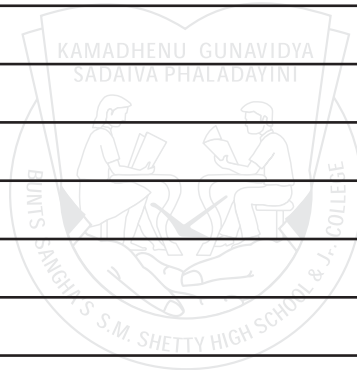
DETAILS OF ASSIGNMENTS / PROJECTS

Date	Subject	Project or Assignment Details / Requirements	Date of Submission	Parent's signature	Teachers' remark



Date

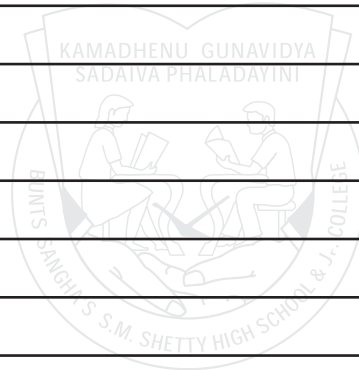
Note / Assignments



Today a reader. Tomorrow a leader.

Date

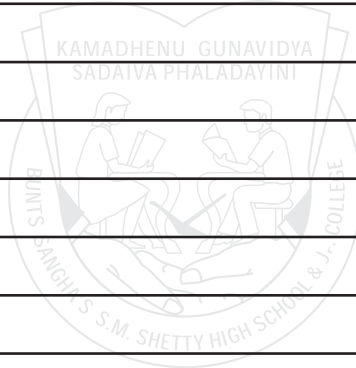
Note / Assignments



बड़ों की बातें हमेशा ध्यान से सुनो क्योंकि वे जब भी कुछ कहते हैं तो अपने तजुर्वे से कहते हैं।

Date

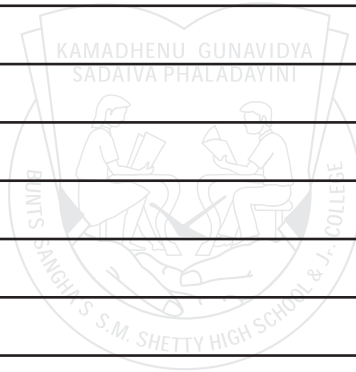
Note / Assignments



शिक्षण ही ती कुऱ्हाड आहे, जे अज्ञानाचे जंगल तोडण्यास आपले सहकार्य करते.

Date

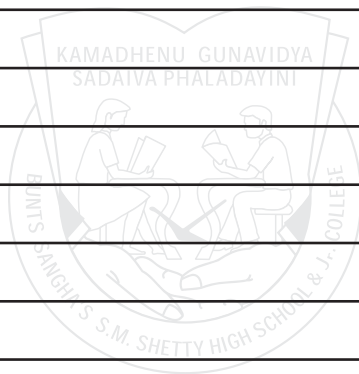
Note / Assignments



Positivity always wins.

Date

Note / Assignments



Live life to the fullest and focus on the positive.

Format for Application of Leave

(In case of leave for more than three days)

Date : _____

From,

Ms/Mr. _____

Parent of _____ Std _____ Div _____

To,

The Principal

Bunts Sangha's S M Shetty High School & Junior college



Days / Dates of Absence :

Reason :

Reporting Date :

Enclosed :

Parent's Signature

Principal's Signature

FORMAT OF CONSENT LETTER

Consent letter

To,
The Principal,

I Mr. / Mrs. _____, give permission to my ward.

Mast / Ms _____, studying in Std. ____ Div. ____ to
participate in the _____ Annual day / Sports day.

I am also willing to pay for the costume.

Parent / Guardian's phone number _____

Sign _____ Date _____

Consent letter

To,
The Principal,

I Mr. / Mrs. _____, give permission to my ward.

Mast/Ms _____, studying in Std. ____ Div. ____ to
participate in _____

Student Exchange Programme

Workshop

Interactive Session

Exhibition (Science)

Sports

Competition (Interschool)

Others

Parent/Guardian's phone number _____

Sign _____ Date _____

YEAR 2023-2024
DECLARATION BY PARENT / GUARDIAN

Surname Name Father Mother

GR.No. _____ Class _____ Roll No. _____ Date of Birth _____ Blood group _____
House _____ Bus User : Yes/No Bus No. _____ Bus Stop _____
Residence Address _____

Mother tongue _____ Caste _____
Aadhar Card no. _____ UDISE No. _____
Birth Place _____ District _____ Taluka _____ State _____

Areas of interest / hobbies _____
Father's Occupation _____ Designation _____

Educational Qualification: _____

Name of the firm/company/organization : _____

Address: _____

Landline number (Office) _____ Mobile No. _____

Area of Interest / Skills _____

Mother's Occupation _____ Designation _____

Educational Qualification : _____

Name of the firm/company/organization : _____

Address: _____

Landline number (Office) _____ Mobile No. _____

Area of Interest / Skills _____

Student's Brothers / Sisters studying in this school :

Name : 1. _____ Std. / Div. : _____

Name : 2. _____ Std. / Div. : _____

Student's Cousins studying in this school :

Name : 1. _____ Std. / Div. : _____

Name : 2. _____ Std. / Div. : _____

The above information provided by me is correct and to the best of my knowledge.

Father's Signature

Mother's Signature

Personal Record 2023-2024

Surname : _____ Name : _____

Father's Name _____ Mother's Name _____

GR No: _____ Class: _____ Div: _____ Roll No.: _____ Date of Birth: _____

Age as on 1st June 2023 _____ Height: _____ cm. Weight: _____

Blood group _____ Vision: _____ Dental health: _____

Allergies: Food _____ Drugs : _____

Immunization administered on :

Triple Antigen - Primary - Yes / No

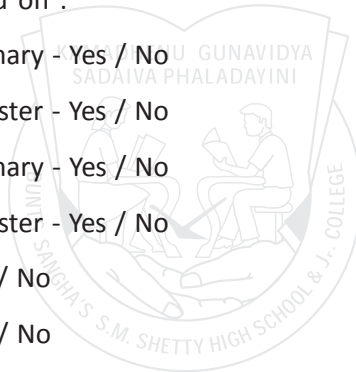
- Booster - Yes / No

OPV - Primary - Yes / No

- Booster - Yes / No

B.C.G - Yes / No

Covid Vaccine: - Yes / No



Briefly furnish details, if any, of chronic health problems, prolonged medical treatment or any other health related problem.

Father's Signature _____ Mother's Signature _____

YEAR 2023-24
DECLARATION BY PARENT / GUARDIAN

Surname Name Father Mother

GR.No. _____ Class _____ Roll No. _____ Date of Birth _____ Blood group _____
House _____ Bus User : Yes/No Bus No. _____ Bus Stop _____
Residence Address _____

Mother tongue _____ Caste _____
Aadhar Card no. _____ UDISE No. _____
Birth Place _____ District _____ Taluka _____ State _____

Areas of interest / hobbies _____
Father's Occupation _____ Designation _____

Educational Qualification: _____

Name of the firm/company/organization : _____

Address: _____

Landline number (Office) _____ Mobile No. _____

Area of Interest / Skills _____

Mother's Occupation _____ Designation _____

Educational Qualification : _____

Name of the firm/company/organization : _____

Address: _____

Landline number (Office) _____ Mobile No. _____

Area of Interest / Skills _____

Student's Brothers / Sisters studying in this school :

Name : 1. _____ Std. / Div. : _____

Name : 2. _____ Std. / Div. : _____

Student's Cousins studying in this school :

Name : 1. _____ Std. / Div. : _____

Name : 2. _____ Std. / Div. : _____

The above information provided by me is correct and to the best of my knowledge.

Father's Signature

Mother's Signature

To
The Principal
Bunts Sangha's S M Shetty High School & Junior College,
Hiranandani Gardens,
Powai, Mumbai - 400 076.

Dear Sir / Madam,

I have read the rules and regulations laid down in the school Calendar.
I hereby agree to abide by them and co-operate with the school authorities.
I will accept the decision of the Principal as regards the interpretation of
the rules as final.

Master/Miss _____

Studying in Std. _____ Div. _____

Yours faithfully,

Parent's / Guardian's Signature

Date : _____

Personal Record 2023-24
(Perforated Copy in Duplicate)

Surname : _____ Name : _____

Father's Name _____ Mother's Name _____

GR No: _____ Class: _____ Div: _____ Roll No.: _____ Date of Birth: _____

Age as on 1st June 2023 _____ Height: _____ cm. Weight: _____

Blood group _____ Vision: _____ Dental health: _____

Allergies: Food _____ Drugs : _____

Immunization administered on :

Triple Antigen - Primary - Yes / No

- Booster - Yes / No

OPV - Primary - Yes / No

- Booster - Yes / No

B.C.G - Yes / No

Covid Vaccine - Yes / No

Briefly furnish details, if any, of chronic health problems, prolonged medical treatment or any other health related problem.

Father's Signature _____

Mother's Signature _____

**LETTER OF UNDERTAKING FOR FIELDTRIP/EXCURSION/
OUTDOOR ACTIVITY/CAMP (2023-2024)
(Perforated Copy in Duplicate)**

To,
The Principal
Bunts Sangha's S M Shetty High School & Junior College

Dear Sir/Madam,

I Mr./Mrs. _____ Father/Mother of _____

studying in Std.: _____ Div.: _____ highly appreciate the fact that the school conducts various field trips, excursions, outdoor activities and camp for students from time to time in order to contribute effectively towards their learning process.

I undertake the responsibility of my ward's conduct and disciplined behavior and will fully indemnify the school management for any damage, injury or loss of property caused due to my ward.

I / We absolve the school of any payment or compensation on the account of any damage, injury or loss to life pertaining to my ward or other participants should it befall either enroute or at the site.

I understand and agree that the school and organizers will do their best for the safe and smooth conduct of the field trip, excursion, outdoor activity / camp. Still in case of any unnatural happening, I / we will not hold the school responsible.

Yours truly,
(Parent's Signature)

Name _____

Mobile No. _____

DISCIPLINARY RULES AND REGULATIONS 2023 - 24

Dear Parents,

Bunts Sangha's S M Shetty High School & Junior College has always set a benchmark, be it academic achievements or excelling in extracurricular activities. It has always been our endeavour to give the best to our students and reiterate the fact that high standards of behaviour are important in helping our students feel safe so that they learn well and excel. We would highly appreciate if parents motivate their ward to maintain a proper code of conduct while they are in school. Parents are hereby requested to kindly make a note of the points given below that will be strictly dealt with in accordance to the school's behaviour policy for erring students in the classroom and school premises :

- Any kind of indisciplined, rude or inappropriate behaviour.
- Eve teasing and passing of sarcastic remarks.
- Indulging in fights and physical and verbal abuse of any kind.
- Disrespect for school rules.
- Bullying peers or juniors.
- Indulging and instigating other students in inappropriate activities in the classroom.
- Substance abuse.

In addition to the above mentioned points, parents are also requested to note that :- **Mobile usage is strictly prohibited in the school premises.** Carrying of mobile phones and inappropriate use of it within the school premises will be considered as a serious matter and will be dealt with in accordance with the school's behaviour policy.

In compliance with the above mentioned instructions, we request parents to adhere to the school rules in the best interest of their ward and sensitize their ward about the repercussions of the same.

Thank you.

STUDENT'S AND PARENT'S DECLARATION

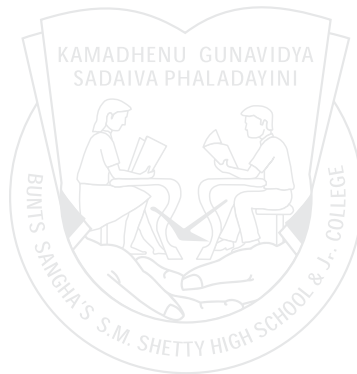
To,
The Principal,

I, Mr./Mrs. _____ parent/guardian of
Mast/Ms. _____ studying in Std _____ Div _____ have
read all the above mentioned points and am fully aware of the school's behavior policy
on the website. I and my ward hereby agree to abide by them and co-operate with
the school authorities in the best interest of my ward. Under any circumstances, I shall
not hold the school responsible for suitable action taken with respect to the non-
adherence of the above mentioned points.

Parent's Signature : _____

Student's Signature : _____

Date : _____



DISCIPLINARY RULES AND REGULATIONS 2023 - 24

(Perforated Copy in Duplicate)

Dear Parents,

Bunts Sangha's S M Shetty High School & Junior College has always set a benchmark, be it academic achievements or excelling in extracurricular activities. It has always been our endeavour to give the best to our students and reiterate the fact that high standards of behaviour are important in helping our students feel safe so that they learn well and excel. We would highly appreciate if parents motivate their ward to maintain a proper code of conduct while they are in school. Parents are hereby requested to kindly make a note of the points given below that will be strictly dealt with in accordance to the school's behaviour policy for erring students in the classroom and school premises :

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- Disrespect for school rules.
- Bullying peers or juniors.
- Indulging and instigating other students in inappropriate activities in the classroom.
- Substance abuse.

In addition to the above mentioned points, parents are also requested to note that :- **Mobile usage is strictly prohibited in the school premises.** Carrying of mobile phones and inappropriate use of it within the school premises will be considered as a serious matter and will be dealt with in accordance with the school's behaviour policy.

In compliance with the above mentioned instructions, we request parents to adhere to the school rules in the best interest of their ward and sensitize their ward about the repercussions of the same.

Thank you.

STUDENT'S AND PARENT'S DECLARATION

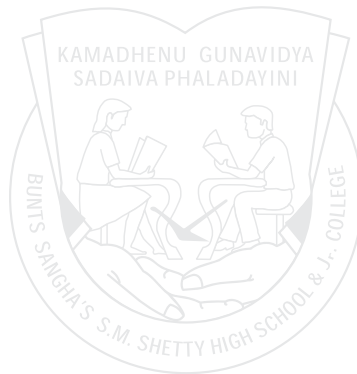
To,
The Principal,

I, Mr./Mrs. _____ parent/guardian of
Mast/Ms. _____ studying in Std _____ Div _____ have
read all the above mentioned points and am fully aware of the school's behavior policy
on the website. I and my ward hereby agree to abide by them and co-operate with
the school authorities in the best interest of my ward. Under any circumstances, I shall
not hold the school responsible for suitable action taken with respect to the non
adherence of the above mentioned points.

Parent's Signature : _____

Student's Signature : _____

Date : _____



APPLICATION FOR SCHOOL LEAVING CERTIFICATE

To
The Principal,
Bunts Sangha's S M Shetty High School & Junior College

Dear Sir / Madam,

Kindly issue me the Leaving Certificate of my ward as per details given below :

G. R. No. _____	Date _____
-----------------	------------

Name _____

Date of Birth _____ Class / Standard _____ Div. _____

Date of leaving School _____ Reason for leaving _____
--

Address _____	Signature of Parent / Guardian _____
---------------	---

FOR USE BY THE SCHOOL STAFF

All fees (including payment in lieu of proper notice) have been paid _____ Admn. Officer

Name cancelled from Register

Conduct _____ _____

Application _____ Class Teacher

All books returned _____ Librarian

Leaving Certificate may be issued _____ H. M.

- 1. No Leaving Certificate will be issued until all pending dues to the School have been cleared.*
- 2. Complete Processing of issuing school leaving certificate will take at least 5 working days after submitting the applications in the office.*

Student Regulation Check DISCIPLINARY RECORD (2023-24)

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

N.B. : Write against the date

'I' for Improper uniform,
'L' for Late mark.
'DR' Disruptive behavior

'H' for Hair cut,
'AL' for Abusive language
'LB' for Language barrier

'N' for Nails
'MB' for Misbehavior
'NC' Non Compliance of School
rules/carrying of books/ following
class time table

* After the 3rd remark (need not be of the same kind) the student will be sent home without any prior intimation.

Student Regulation Check DISCIPLINARY RECORD (2023-24)

November			December			January			February			March			April		
Remarks	T	P	Remarks	T	P	Remarks	T	P	Remarks	T	P	Remarks	T	P	Remarks	T	P
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		
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21			21			21			21			21			21		
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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					

N.B. : Write against the date

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'LB' for Language barrier

'N' for Nails

'MB' for Misbehavior

'NC' Non Compliance of school rules/carrying of books/following class time table

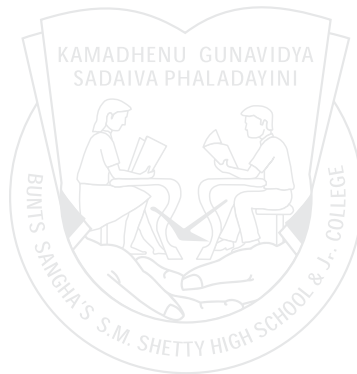
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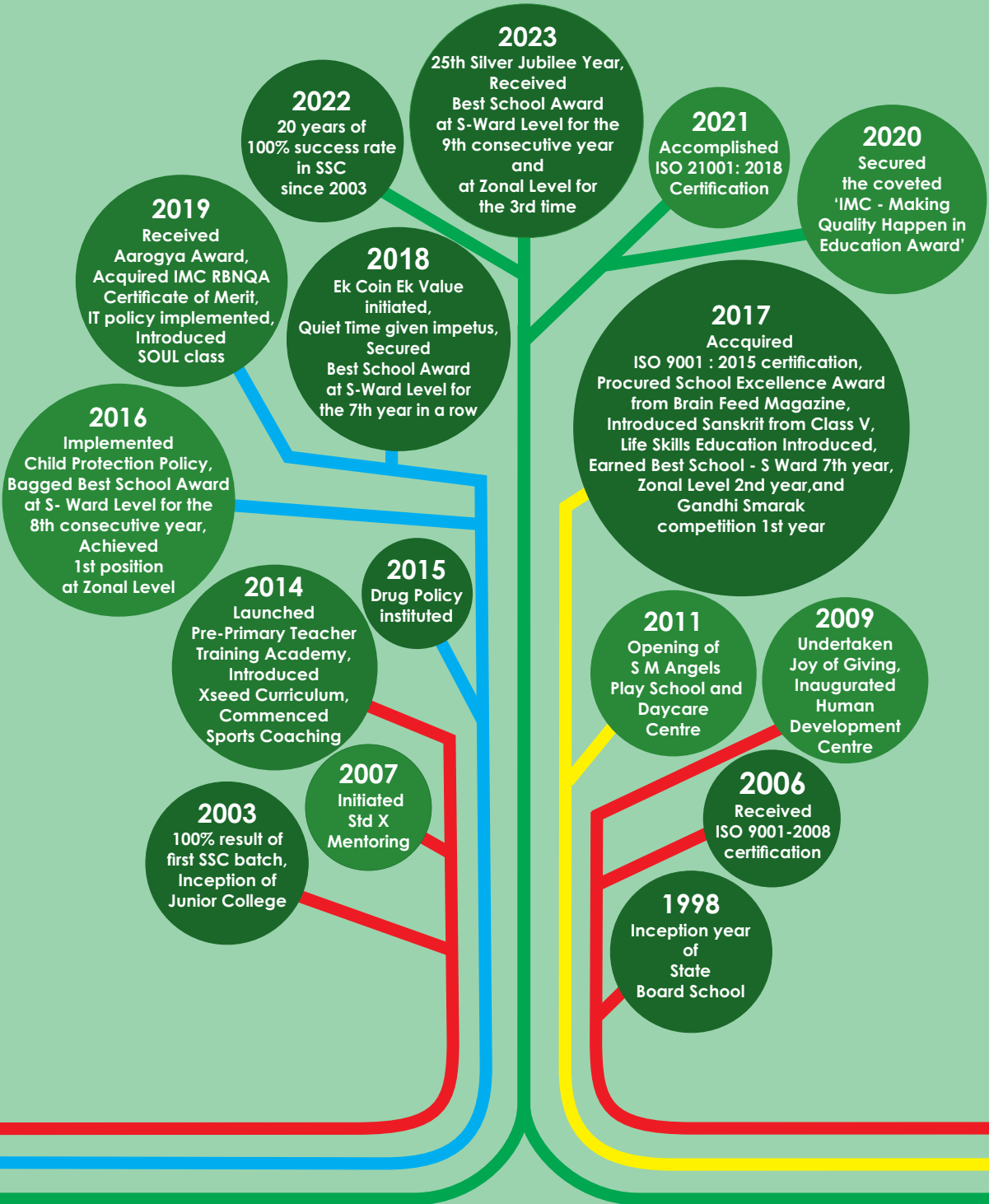
TIME - TABLE 2023 - 2024

CLASS: _____

DIV: _____

	PERIOD I	PERIOD II	LUNCH BREAK			PERIOD III	PERIOD S.IV	PERIOD V	PERIOD VI	FRUIT BREAK			PERIOD VII	PERIOD VIII	PERIOD IX
MONDAY															
TUESDAY															
WEDNESDAY															
THURSDAY															
FRIDAY															





Timeline

1998-2023 & Many more to come...



Bunts Sangha's
S M Shetty High School & Junior College

Hiranandani Gardens, Powai, Mumbai - 400 076. Tel. : 022-6132 7309 / 7311

Website : www.smsheettyinstitute.org | Email : school@smsheettyinstitute.org