

**EVERY TASK IS A BLESSING**



## **THANE POLICE SCHOOL**

**CALENDAR 2024-2025**



**This calendar contains Rules, Regulations, Recommendations to parents, and other important informations.**

## CONTENTS

Sr. No.	Contents	Page No
1	School Contact	1
3	The Basic Principles of Education, Our Vision and Mission	2
4	School Hours	3
5	Preamble	4
6	Pledge	5
7	National Anthem	6
8	National Song	7
9	Prayers	8-10
10	School Uniform	11
11	School Fees	12
13	Term Schedule	13
14	List of Holidays	14-15
15	General Information	16
16	School Information	17
17	Recommendation to Parents	18-19
18	Bus Facility	20
19	Conduct of children in the school bus	21
20	Admissions and Withdrawals	22
21	Rules regarding leave, absence	23
22	Rules for Students	24
23	Safety Measures	25
24	Internet / Cyber safety Measures	26
25	Rules for the School Library	27
26	Laboratories and Inhouse Sports Coaching	28
27	Evaluation	29-31
28	Calendar 2024-2025	32

# THANE POLICE SCHOOL

Late Air Marshal Hemant Chitnis Marg,

Kharkar Ali , Near Court Naka, Thane (W) - 4000 601,  
Maharashtra.

Contact No : (022) - 49766403

Website: [www.tps.ac.in](http://www.tps.ac.in)

Email : [thanepoliceschool@gaet.edu.in](mailto:thanepoliceschool@gaet.edu.in)



GOENKA & ASSOCIATES  
EDUCATIONAL TRUST

## CALENDAR 2024-2025

'The path from dreams to success does Exist. May you have the VISION, the COURAGE to get on it AND The PERSEVERANCE to follow it'

**Thane Police School is Managed and Conducted by  
Goenka & Associates Educational Trust**

## **The Basic Principles of Education**

- Ensuring the balanced development of the whole individual
- Caring for the individual and rewarding progress towards his/ her potential
- Building secure relationships and values based on the teachings of great teachers, saints and leaders
- Inculcating leadership characterised by humility and selflessness
- Promoting healthy lifestyle - allowing the body to be a channel for individual growth.
- Ingraining in the individual a sense of responsibility, honest work and respect for others

To develop proficiency in the 4 R's-

**READING, WRITING, ARITHMETIC, AND RESPONSIBLE  
BEHAVIOUR**

### **OUR VISION**

- To impart quality education in an unpressured and student friendly environment
- To groom every little individual entrusted to us into a sensitive, rational and responsible human being
- To inculcate in pupil the moral values which can help emancipate the insolent

### **OUR MISSION**

To teach pupil to see education as an investment for life

- An investment which will enlighten the mind and the soul and also ensure proper physical growth.

### SCHOOL HOURS

Primary Section	1.15 p.m. to 6.15 p.m
Secondary Section	6.50 a.m. to 12.55 p.m.

### VISITING HOURS

PRINCIPAL	10:00 a.m. to 11:00 a.m.
SCHOOL OFFICE	9:00 a.m. to 12:30 p.m.
TEACHERS	Primary Section: 11.45 a.m. to 12.30 p.m. Secondary Section: 1:00 p.m. to 1:30 p.m.



## The Constitution of India

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

- JUSTICE, social, economic and political;
- LIBERTY of thought, expression, belief, faith and worship;
- EQUALITY of status and of opportunity; and  
to promote among them all
- FRATERNITY assuring the dignity of the  
individual and the unity and integrity of the Nation;

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

## PLEDGE

“India is my country.  
All Indians are my brothers and sisters.  
I love my country and I am proud of  
its rich and varied heritage.  
I shall always strive to be worthy of it.  
I shall give my parents, teachers, and all elders  
respect and treat everyone with courtesy.  
To my country and my people,  
I pledge my devotion.  
In their well-being and prosperity alone,  
lies my happiness.”

## प्रतिज्ञा

भारत हमारा देश है। हम सब भारतवासी भाई-बहन हैं। हमें अपना देश प्राणों से भी प्यारा है। इसकी समृद्ध एवम् विविध संस्कृति पर हमें गर्व है। हम सदा इसके सुयोग्य अधिकारी बनने का प्रयत्न करते रहेंगे। हम अपने माता-पिता, शिक्षकों एवं गुरुजनों का सदा सम्मान करेंगे और प्रत्येक के साथ विनीत रहेंगे। हम अपने देश और देशवासियों के प्रति सत्यनिष्ठ रहने की प्रतिज्ञा करते हैं। इनके कल्याण एवम् समृद्धि में ही हमारा सुख निहित है।

## CLEANLINESS PLEDGE

I as a citizen of India commit that I will not throw any  
garbage or waste on the road or street but  
throw it only in the dustbin provided for the same.  
as shall also spread this message among  
my near and dear ones.  
I shall stop using plastic and Styrofoam  
disposable and also request others to do so  
I shall use bio-compostable items  
let us all join the hands to make India clean and  
begin with ourselves.

## राष्ट्रगान

जन-गण-मन अधिनायक जय हे,  
भारत भाग्य विधाता!  
पंजाब-सिंध-गुजरात-मराठा,  
द्राविड-उत्कल-बंग  
विंध्य हिमाचल यमुना गंगा,  
उच्छल जलधि तरंग  
तव शुभ नामे जागे,  
तव शुभाशीष मागे  
गाहे तव जय गाथा।  
जन-गण-मंगलदायक जय हे,  
भारत भाग्य विधाता!  
जय हे! जय हे! जय हे!  
जय जय जय जय हे!

## ENGLISH TRANSLATION

Thou art the ruler of the minds of all people,  
Dispenser of India's destiny. Thy name rouses  
the hearts of Punjab, Sindhu, Gujarat and  
Maratha, of the Dravida and Orissa and Bengal;  
It echoes in the hills of the Vindhyas and Himalayas,  
mingles in the music of Jamuna and Ganges  
and is chanted by the waves of the Indian Sea.  
They pray for thy blessings and sing thy praise.  
The saving of all people waits in thy hand, thee  
dispenser of India's destiny.

**Victory, victory, victory to thee.**



## राष्ट्रगीत

वन्दे मातरम् ॥

सुजलां सुफलां मलयजशीतलाम् सस्य-शामलां मातरम् । वन्दे मातरम्  
शुभ्र-ज्योत्स्ना-पुलकित-यामिनीम् फुल्लकुसुमित-द्रुमदल-शोभिनीम् ॥  
सुहासिनीं सुमधुर - भाषिणीं सुखदां वरदां मातरम् ।  
वन्दे मातरम् ॥

### ENGLISH TRANSLATION

Mother, I bow to thee!  
Rich with thy hurrying streams,  
Bright with orchard gleams,  
Cool with thy winds of delight,  
Dark fields waving Mother of might,  
Mother free.  
Glory of moonlight dreams,  
Over thy branches and lordly streams,  
Clad in thy blossoming trees,  
Mother I kiss thy feet,  
Speaker sweet and low  
Mother, to thee I salute.

### PRAYER FOR INDIA

Chorus: Into that heaven of freedom my father, let my country awake.  
Where the mind is without fear and the head is held high;  
Chorus.....  
Where knowledge is free, Chorus.....  
Where the world has not been broken up into fragments by narrow domestic  
walls, Chorus.....  
Where words come out from the depth of truth, Chorus.....  
Where tireless striving stretches its arms towards perfection;  
Chorus.....  
Where the clear stream of reason has not lost its way into the dreary desert sand  
of dead habit; Chorus.....  
Where the mind is led forward by thee into ever-widening thought and action,  
Chorus.....

-Rabindranath Tagore

## **SCHOOL SONG**

I have got the spirit of Thane Police School in me.  
T stands for talent,  
P for proficient ,  
S for success,  
It's an amalgamation.

I have got the spirit of Thane Police School in me.

You give me wings to fly  
And the reason I smile  
You swell my heart with pride  
You will be cherished all my life.

Because I have got the spirit of Thane Police School in me.

You imbibe the values in me  
You propel the best out of me  
You mould my future, my destiny  
You are my identity.

Because I have got the spirit of Thane Police School in me.

## गायत्री मन्त्र

ॐ भूर्भुवः स्वः तत्सवितुर्वरेण्यं ।  
भर्गो देवस्यः धीमहि । धियो यो नः प्रचोदयात् ॥

## गुरु स्तोत्रम्

गुरुर्ब्रह्मा गुरुर्विष्णु गुरुर्देवो महेश्वरा ।  
गुरुर्साक्षात् परब्रह्म तस्मै श्री गुरवे नमः ॥

## सरस्वती वंदना

या कुन्देन्दुतुषारहारधवला या शुभ्रवस्त्रावृता  
या वीणावरदण्डमण्डितकरा या श्वेतपद्मासना ।  
या ब्रह्माच्युत शंकर प्रभृतिभिः देवैः सदा वन्दिता  
सा मां पातु सरस्वती भगवती निःशेष जाड्यापहा ॥

## शान्तिः स्तोत्रम्

ॐ सह नाववतु । सह नौ भुनक्तु ।  
सह वीर्यं करवावहै ।  
तेजस्वि नावधीतमस्तु मा विद्विषावहै ।  
ॐ शान्तिः ! शान्तिः ! शान्तिः !!

## PEACE INVOCATION

ॐ असतो मा सद्गमय ।  
तमसो मा ज्योतिर्गमय ।  
मृत्योर्मा मृतं गमय ।  
ॐ शान्तिः शान्तिः शान्तिः ॥

## सर्वधर्म प्रार्थना

### BUDDHIST PRAYER

बुद्धं शरणं गच्छामि ।

धम्म शरणं गच्छामि ।

संघं शरणं गच्छामि ।

### JAIN PRAYER

नमो अरिहंताणं । नमो सिद्धाणं ।

नमो आयरियाणं । नमो उवज्झायाणं ।

नमो लोए सव्व-साहूणं ।

एसो पंच-नमोक्कारो । सव्व-पावप्पणासणो ।

मंगलाणं च सव्वे सिं, पढमं हवई मंगलं ।

### MUSLIM PRAYER

अऊजू बिल्लाहि मिनशैतारिनरजीम ॥

बिस्मिल्ला हिरहमा निर्हीम ।

### SIKH PRAYER

ੴ सति नामु करता पुरखु

निरभउ निरवैरु अकालमूर्ति

अजूनी सैभं गुर प्रसादि ॥ जपु ॥

आदि सचु जुगादि सचु ॥

है भी सचु नानक होसी भी सचु ॥

## SCHOOL UNIFORM:

### PRIMARY

#### Unisex Uniforms

- Two colour T-shirt
- Khaki Shorts
- Ankle Socks
- White Lace Sports shoes



### SECONDARY

#### Unisex Uniforms

- Two colour T-shirt
- Khaki Trousers
- Ankle Socks
- White Lace Sports shoes



Orders for the school uniforms are to be placed using the App “Uniforms Infinity”

### SCHOOL FEES - Academic Year 2024-2025

	<b>Police</b>	<b>General</b>
<b>Pre-Primary Section</b>	Rs.1730/- per month	Rs.5760/- per month
<b>Primary Section (Class 1 to 4)</b>	Rs.1340/- per month	Rs.4470/- per month
<b>Secondary Section (Class 5 to 10)</b>	Rs.1460/- per month	Rs.4860/- per month

- ☞ From 1st August 2024, the school will only accept payments via cheques till further notice.
- ☞ The cheque drawn in favour of the respective section of your ward may be given at the **School Office Counter/ dropped in the Drop Box / sent with your ward in a sealed envelope to be handed over to the class teacher**
- ☞ On the reverse of the cheque details such as:  
**Name of the student, Class / Division/ Roll no., Payment for the month of / Parent's mobile number** must be clearly mentioned.

*For Reference- Cheque to be drawn in favour of the following:*

For Nursery to Sr KG - **THANE POLICE SCHOOL PRE PRIMARY**

For Classes 1 to 4 - **THANE POLICE SCHOOL PRIMARY**

For Classes 5 to 10- **THANE POLICE SCHOOL SECONDARY**

For Bus - **GOENKA AND ASSOCIATES EDUCATIONAL TRUST –BUS**

*For any queries contact school office on: 022-49766403*

### **COMPUTER FEES**

Computer fee will be charged for the students of Class 1 to Class 8.

#### **Instructions**

- a) The fees are collected for all the twelve months in the month of June.
- b) Fee paid after June will be subject to surcharge of Rs.10/- per month.

### **RULES REGARDING FEES**

1. Term fees must be paid in June along with tuition fees for the first quarter and in December along with tuition fees for the third quarter. Fees may be paid on quarterly, half-yearly or yearly basis.
2. Fees for the month of March, April and May must be paid in March and this holds good even for those who wish to leave the school in April/May. The fees for the month of June must be paid by the 5th of June.
3. The delay of payment beyond 3 months renders a pupil liable to be struck off the roll. If the pupil is re-admitted the Admission Fee must be paid again.
4. **If a student is to be withdrawn, one calendar month's notice should be given in writing by the Parent/Guardian to the Principal of the school to arrange for the refund of the balance of tuition fees.** In exceptional circumstances of withdrawal, one month's tuition fee in lieu of one calendar month's notice will have to be paid. Amount collected as Term Fee or Tuition Fee will not be refunded.
5. Students whose fees are not paid will be considered as defaulters.
6. Unless all dues are paid by the student, the results of the examinations/ tests conducted by the school will not be communicated to the student. School Leaving Certificate will not be issued till all the outstanding dues from the student at the time of leaving the school are paid and clearance certificate from the concerned authority is obtained.
7. Students who leave the school in the month previous to any vacation must pay the fees for the vacation.
8. No deduction in fees will be allowed for vacations or for broken period of the month. Full month's fee will be payable if the student's name appears on the roll on the 1st day of the month. Admission fee will not be refunded even if the student, for any reason, leaves the school immediately after securing admission.
9. Students of Std. X will have to pay fees till May in the month of January.

## TERM SCHEDULE ACADEMIC YEAR 2024-2025

<b>FIRST TERM:</b>		
Commences on	10th June 2024	Monday
Concludes on	25th October 2024	Friday
<b>SECOND TERM:</b>		
Commences on	11th November 2024	Monday
Concludes on	30th April 2025	Wednesday

### VACATIONS 2024-25

<b>GANPATI FESTIVAL BREAK</b>		
Begins on	9th September 2024	Monday
School Re-opens on	12th September 2024	Thursday

<b>DIWALI VACATION</b>		
Begins on	28th October 2024	Monday
School Re-opens on	11th November 2024	Monday

<b>CHRISTMAS BREAK</b>		
Begins on	26th December 2024	Thursday
School Re-opens on	2nd January 2025	Thursday

<b>SUMMER VACATION</b>		
Begins on	2nd May 2025	Friday
School Re-opens on	9th June 2025	Monday

**ATTENDANCE ON RE-OPENING DAYS AND LAST WORKING DAYS IS COMPULSORY.**

**LIST OF HOLIDAYS FOR THE YEAR 2024 - 2025**

DATE			DAY	OCCASION / FESTIVAL
* 17th	June	2024	Monday	BAKRI EID (EID -UL-ADHA)*
2nd	July	2024	Tuesday	FOUNDER'S DAY
17th	July	2024	Wednesday	MOHARRAM
15th	August	2024	Thursday	PARSI NEW YEAR
19th	August	2024	Monday	RAKSHA BANDHAN
27th	August	2024	Tuesday	GOKULASHTAMI
* 16th	September	2024	Monday	EID - I - MILAD
17th	September	2024	Tuesday	ANANT CHATURDASHI
2nd	October	2024	Wednesday	GANDHI JAYANTI
1st	November	2024	Friday	DIWALI LAXMI PUJAN
15th	November	2024	Friday	GURU NANAK JAYANTI
6th	December	2024	Friday	DR. AMBEDKAR'S MAHAPARINIRVANA DAY
25th	December	2024	Wednesday	CHRISTMAS
1st	January	2025	Wednesday	NEW YEAR
14th	January	2025	Tuesday	MAKAR SANKRANTI
26th	February	2025	Wednesday	MAHASHIVRATRI
14th	March	2025	Friday	HOLI
31st	March	2025	Monday	ID-UL-FITR (RAMZAN EID)
10th	April	2025	Thursday	MAHAVIR JAYANTI
14th	April	2025	Monday	DR. AMBEDKAR JAYANTI
18th	April	2025	Friday	GOOD FRIDAY
12th	May	2025	Monday	BUDDHA PURNIMA



<b>HOLIDAYS FALLING ON SATURDAY / SUNDAY</b>				
7th	September	2024	Saturday	GANESH CHATURTHI
12th	October	2024	Saturday	DUSSHERA
2nd	November	2024	Saturday	BALI PRATIPADA
3rd	November	2024	Sunday	BHAU BEEJ
30th	March	2025	Sunday	GUDI PADWA
6th	April	2025	Sunday	RAM NAVAMI
<b>NON-INSTRUCTIONAL DAYS (ATTENDANCE COMPULSORY)</b>				
15th	August	2024	Thursday	INDEPENDENCE DAY
5th	September	2024	Thursday	TEACHERS' DAY
14th	November	2024	Thursday	CHILDREN'S DAY
26th	January	2025	Sunday	REPUBLIC DAY
19th	February	2025	Wednesday	CHATTRAPATI SHIVAJI MAHARAJ JAYANTI

**GENERAL INFORMATION  
THANE POLICE SCHOOL**

**is managed by**

**GOENKA & ASSOCIATES EDUCATIONAL TRUST**

Day to day affairs of running the school are being managed by the Principal assisted by appropriate staff under overall supervision of the School Committee comprising 4 representatives of the Standing Committee and 3 members of the staff. The School Building is spacious with all modern facilities and is designed to accommodate students from Std. I to Std. X with a seating capacity of 3550 students; working in two shifts. The motto of the school reads “विद्या विनयेन शोभते” which means “MODESTY ADORNS KNOWLEDGE.”

The school does not receive any Grant-in-Aid from the Government and the only source of income is the amount of fees collected from the students.

The Trust holds exemption u/s 80G of the Income Tax Act and is registered with the Charity Commissioner under Registration No.E8297 (BOM) dated 17-8-1981 as a Public Charitable Trust with the object to establish and/or run educational institutions.

Any constructive suggestion from the parents whose children are being admitted to the school shall always be welcome. The Trust Office is housed in the Yashodham High School Building, Goregaon I, Mumbai – 400063, where such constructive suggestions can be recorded with the Trustee-incharge.

Parent-Teacher Association has been established on 02-08-2006 vide circular from School Education Department of Government of Maharashtra. Each parent shall be a member of the PTA.

## **SCHOOL INFORMATION**

1. THANE POLICE SCHOOL is a permanently unaided school that was founded on 15-06-2006. The medium of instruction in the school is English. Presently, the classes are conducted for Primary (Std I to Std VII), Secondary (Std VIII to Std X).
2. The school prepares students of Class X for the Secondary School Certificate Examination (S.S.C.E.) conducted by the Maharashtra State Board of Secondary and Higher Secondary Education.
3. The academic year of the school begins in June.
4. The school has well-equipped Libraries, Science Laboratories, Auditorium, Computer Laboratories and Audio Visual rooms with latest equipment and offers Computer Education for both Primary & Secondary sections.
5. Languages offered will be in accordance with the recommendations of Maharashtra State Board. Learning Marathi is compulsory.
6. Physical training and outdoor games are compulsory (unless a doctor's certificate is produced).
7. Admissions of children to the school is open to all, irrespective of caste, creed, religion and sex.
8. The school admits children under Right to Free and Compulsory Education (RTE) Act 2009, Section 12(1)(c).
9. Should a Parent / Guardian feel that his / her child is not making the desired progress, the principal should be contacted for guidance. OUR TEACHERS ARE NOT PERMITTED TO OFFER PRIVATE TUTORINGS. The Parents are advised to refrain from engaging teachers either from the school or from outside for coaching, as such tuitions normally do more harm than good.
10. The school premises is under CCTV surveillance.

## **GUIDANCE & COUNSELING CENTER**

The school provides remedial education to the students. Guidance and counseling by a professional team of psychologists, counselors and remedial educators will be made available as and when required.

The facilities offered are:

- ❖ Child, parent and teacher counseling
- ❖ Psycho-educational assessment
- ❖ Aptitude Testing and Career guidance
- ❖ Remedial education for children having learning difficulties
- ❖ Special education services for children having Development lag/Delay/Disorder.
- ❖ Referral to other medical/Para- medical professionals if needed
- ❖ Prior appointments are necessary.
- ❖ Parents are advised to make good use of the facilities provided by the school.

## **RECOMMENDATION TO PARENTS**

1. Since this is an English medium school. Every student should learn and write good English. Hence at home he/she should be given an opportunity to speak English Correctly. Parents should instruct their ward that except for Hindi/Marathi and Sanskrit classes, English alone should be spoken during the school hours.
2. Parents and Guardians are reminded that without their help and co-operation not much can be achieved by the efforts made by the school to mold and improve the character of the child. They are earnestly requested to instill discipline.
3. Parents are earnestly requested to pursue and sign the reports of the child or any other remarks made by the school authorities in the calendar and do the needful in the matter.
4. Parents should not engage school teachers as private tutors. Vide item 1 under school information.
5. Parents are requested to refrain from giving any gifts to any members of the staff.
6. Parents are requested to refrain from celebrating their children's birthday in the school in any way.
7. If any student is found to have done any damage to the school premises the parent/guardian will have to make good the loss. Decision of the Principal regarding the amount to be paid will be final.
8. Criticism of your children's teachers in the presence of children should be avoided as it encourages them to lose respect for their teachers. In case of any grievance, kindly meet the Principal.
9. Identity card for parents, guardians/servants must be carried to be permitted entry into the school premises. Parents are requested to refrain from entering the school premises except for meeting the Principal or teachers by appointment. Kindly advise servants who come to collect your wards from school, not to remain in the school premises any longer than is necessary.
10. Parents are advised to attend Open House as per the schedule given to them by the teachers on a timely basis.
11. If your child is suffering from infectious conditions like viral fever, conjunctivitis, acute cough and cold, chicken pox, etc., kindly refrain from sending him/her to school as it leads to spread of infection. All parents are advised to take this as a moral responsibility in preventing the spread of infection among students as well as staff and caregivers in school. Children suffering from any such infectious condition will not be allowed to attend school without producing a Fitness Certificate.

12. In case your child is suffering from any acute medical conditions such as: Asthma, Febrile Convulsions (Fits), Juvenile diabetes, Migraine, Depression / Psychological problems, etc., kindly keep the school authorities informed in writing about the following-
  - a. Telephone number of Parents
  - b. Person to be contacted in case of emergency
  - c. Medication / First Aid to be given
  - d. Telephone number of the Doctor
  - e. Brief medical history of the child.
13. Parents and guardians are requested to notify the school of any change in their address and telephone number,
14. There will be a penance study class for an hour for those who fail to do homework or for any other reason as informed by the teacher or the Principal.
15. Parents are informed that their children are liable to be sent home for any of the following reasons:
  - a. Arriving late for school
  - b. Not wearing proper uniform with Identity card
  - c. Not acknowledging the remark given by the school authorities by his/her parents/guardians.
  - d. Repeatedly forgetting to bring books, not submitting work on time.
  - e. Not acknowledging the receipt of the worksheet/circulars/report card.

## **BUS FACILITY**

The school provides bus service to the students of all sections under the aegis of G.A.E.T.

### **INSTRUCTIONS:**

- The bus facility is extended to students only when there is an availability of seats and is offered at the Principal's discretion. This offer can be withdrawn any time.
- Students will board and alight only at fixed bus stops. Parents and children are requested not to ask the driver or attendant to stop the bus at unauthorized bus stops.
- Parents are not permitted to change the bus stops, without prior permission.
- Children must obey and be courteous to the bus in-charge. Child found misbehaving in the bus will not be allowed to continue availing the bus facility.
- In the event of the child not being at the stop at the scheduled time the bus will proceed without the child. It will then be the responsibility of the parent/guardian to drop the child to school. In the event of there being no one to receive the child at the stop of the return journey, the child will be brought to the school and the parents will have to collect their child from the school authorities on presentation of their Identity Card.
- If a parent does not want his/her ward to avail the bus facility for some reason on a particular day, the school must be informed about it in writing.
- In case of any grievance, parents must inform the school authorities in writing for appropriate action. Parents must not enter / board the school bus for any reason.
- For any reason, if the parent drops his/ her child to school, parent must inform the Bus Department Supervisor and the Principal so that the child may avail drop facility, if required.

## **CONDUCT OF CHILDREN IN THE SCHOOL BUS**

(Rules to be followed for a safe ride)

1. Children should not carry any electronic communication device/gadget in the school bus.
2. Students should be seated before the bus can move and fasten the seat belt. They should not stand until the bus comes to a complete halt.
3. It is mandatory for the children to wear the I-Card issued by the school everyday as parents will be able to track their ward only if the RFID card is punched.
4. They should be able to carry their belongings on and off the bus by themselves.
5. Reasonable silence must be maintained on the bus journey to ensure that the driver is not disturbed.
6. No bullying or dangerous behaviour will be tolerated. The offender will not be allowed to use the bus after one warning.
7. No part of the student's body or any object belonging to students should protrude from the bus window or door.
8. Children should not litter the bus. Cleanliness has to be maintained.
9. Any willful damage to the bus or equipment in the bus like fire extinguisher, CCTV Camera, etc. should be reported to the headmistress and the offender will be dealt with severely.
10. Children must obey and must be courteous to the bus-in-charge. Children found misbehaving in the bus will not be allowed to continue availing the bus facility.

### **IDENTITY CARD**

- Children using the bus facility need to carry a Bus ID Card issued by the school.
- The school office must be notified, in case there is a change in residential address and a fresh ID Card must be obtained.
- If the Bus ID Card is lost, a written application requesting a duplicate must be submitted in the school office immediately. The duplicate may be collected from the school Office thereafter.

### **NOTE:**

- An amount of Rs. 2500 is payable as admission fees (non-refundable) at the time of admission.
- Bus enrollment form should be filled and submitted along with each installment of the Bus fees.
- Medical History Form is printed at the end of the school calendar.
- No Bus child will be permitted to go home without submitting the permission letter.

### **BUS FEES**

Bus fees also to be paid through **CAMU APP**.

## **ADMISSIONS / WITHDRAWALS**

1. Parents seeking admission for their ward in Std. I will have to produce any one of the following documents to confirm the date of birth.
  - a. Birth certificate given by hospital / municipality.
  - b. School leaving certificate from the Pre-Primary school.
  - c. Affidavit filed by the parent.
2. For seeking admission, the parent / guardian will have to fill the admission form online and attach a scanned copy of necessary documents not exceeding the size as per the format given in the admission notification published on the school website.
3. At the time of admission to Std. I, the age limit prescribed by the Management from time to time shall be rigidly adhered to. No relaxation in age will be given.
4. On being granted admission, the parent / guardian will have to produce the necessary documents in original for verification.
5. A child coming from a recognized school will be admitted only when a School Leaving Certificate from the school, he / she has last attended, is produced. The School Leaving Certificate or Transfer Certificate should bear the recognition number of that school, Saral Id No. of the student and UDISE No. (Primary / Secondary, as may be applicable).
6. All withdrawals from the school can be made only on the written request for the same, giving one calendar months' notice or paying fees equivalent to one month in lieu of the notice period by the parent / guardian of the child to the Principal. Application for a leaving certificate, should be made by the parent / guardian on the prescribed form provided in the school calendar. Signatures of both the parents are mandatory on the application form. Application for withdrawal at the end of the Academic Year should be submitted to the school office before 30th May. Those submitted after 30th May will invite a month's notice fee and for those submitted after the school has reopened will invite the payment of term fees along with a month's notice fee.
7. In case of request for a duplicate of the school leaving certificate, the parent / guardian, will have to produce an affidavit stating therein what has happened to the original certificate and why a duplicate School Leaving Certificate is needed. A nominal fee will be charged for obtaining a duplicate School Leaving Certificate.
8. In case of an adopted child, a certified copy of the adoption document is to be submitted at the time of admission.
9. In all matters regarding admission, the Principal's decision shall be final and binding on parents. Rules subject to change, pending implementation of Right to Education Act.



### **RULES REGARDING LEAVE, ABSENCE ETC.**

- Regular attendance is essential.
- Students must be present in the school after holidays / vacations on the reopening day of the school. Absence without prior sanction renders the pupil liable to have his/her name stuck off the roll.
- A medical certificate will have to be produced immediately in case of absence due to sickness. A medical fitness certificate must be submitted by the student
- A student should not remain absent from the school except in case of emergency. The student must produce a note in his/her calendar from the parent/guardian stating the reason of absence.
- If the child is ill or suffering from any contagious disease, the principal must be informed about the same in two days and the child must not be sent to school till he/she is free from the danger of carrying infection.
- Unexplained absence of the pupil over a week makes him liable to have his/her name struck out from the roll. If he/she is re-admitted, the admission fees have to be paid again.
- No student will be permitted to leave the school early. No half day leave will be granted.
- Attendance and wearing P.E. Uniform at official functions like Sports Day, Independence Day, Republic Day etc. is compulsory. Absentees will be penalized.

### **RULES FOR THE STUDENTS**

1. This is an English medium school. Students are expected to speak in English.
2. Students must bring the calendar everyday to school.
3. The school uniform and identity card must be worn everyday. A student without proper uniform will be sent back.
4. Uniform worn should be neat and tidy, hair properly combed and shoes polished well.
5. Students should not wear jewelry, smart watches, costly wrist watches and should not bring valuable items like mobile phones, iPods, tablets etc. to school. A fine of Rs.2000 will be levied on confiscation of such electronic gadgets.
6. Books, magazines, comics etc. should not be brought to school. No article liable to be a source of disturbance should be brought to school.
7. Any student coming late will not enter the class unless he/she brings a note to the teacher from Vice- Principal / Principal
8. Students must maintain silence in the school. They must maintain discipline when moving from one class to another.
9. No collections will be made by the students unless permitted by the principal in advance.
10. No student will be excused from Physical Education without a Doctor's Certificate.
11. Students are not allowed to give presents to the teachers.
12. Students are not allowed to distribute sweets/presents/ eatables of any kind on their birthday. Instead, they can voluntarily donate a book/s to the school library, to inculcate the good habit of reading and sharing.
13. Students should look after their books, clothes, pens, wrist watch, money, etc. School does not accept any responsibility for loss of such things.
14. Students should be regular, courteous, well-behaved, disciplined and clean in their dress and habits.
15. A student who is persistently insubordinate, willfully mischievous, guilty of misconduct and/or has unwholesome influence on fellow students is liable to be expelled from the school.
16. A student is responsible to the school not only for his/her behavior in the school but also for his/her general behaviour outside. Every effort should be made by the student to keep up the good name of the school by his/her manners and deportment. Students should greet their teachers / visitors when they meet them.
17. Students will not take part in any political activities.
18. During the absence of the teacher, the Prefect or Monitor will be responsible for the order and discipline of the class.
19. Students are forbidden to buy eatables from street vendors.
20. Students are expected to keep THE SCHOOL PREMISES CLEAN.
21. Stickers, Posters, Tattoos & Mobile Phones are not permissible inside school premises.

## SAFETY MEASURE

1. Students should compulsorily wear the identity-card issued to them by the school along with their uniform.
2. Parents should inform the school the school authority regarding the particulars of the person they delegate to collect their children from school, if they are not doing so themselves.
3. Identity card provided by the school must be carried by the parents / guardians.
4. Children should be given the following instructions; periodically & children should be alert at all the times.
  - Children should not talk to strangers, accept anything in cash or kind from strangers.
  - Children should never agree to go with strangers.
  - Children should not agree to go home even with relatives without prior confirmation with their parents.
  - Children should not talk loudly on the street or in front of strangers about the situation of their home or about the time when their parents are not at home.
  - Children should always move around in groups, especially to and fro from school.
5. It is imperative for parents to collect their children from the point at which they are left by the school bus otherwise the children will be brought back to school.
6. Parents Should explain the concept of good touch and bad touch to their children.
7. Children using the school bus will be given numbers, so that they sit in the proper place.
8. Parents can form carpool groups for leaving and bringing children to and fro from school.
9. Parents should supervise/stay with the children when they go down play.
10. Sending children to shops/ shopping centre alone should be avoided.
11. Parents should give their children a Re. 1/- coin so that children can call home from the nearest P. C. O. in case of emergency.
12. Parents should ensure that the phone numbers on the i-card are correct.
13. Parents are advised not to send if they are unwell.
14. Along with the values learnt in school, it is of utmost importance to lay stress on cleanliness & hygiene, above all a sense of responsibility.

‘One is greatest in danger when one thinks himself to be safest.’

## **INTERNET / CYBER SAFETY**

Internet is an amazing source of information, is a way to stay connected with friends and family. However, it has a flipside and comes with its share of problems. Internet safety is about children being smart about how to handle themselves online and protecting themselves from falling prey to any online scam.

### **STRATEGIES AT STUDENT LEVEL**

#### **Students should be encouraged to :**

- ❖ take responsibility for managing their digital reputation.
- ❖ trust each other respectfully online and offline.
- ❖ understand the importance of protecting their password.
- ❖ think about where they are travelling to and whether it is a safe place to spend their online time.
- ❖ be aware that people can pretend to be anybody they want online, so it is best to have only offline friends.
- ❖ share their experience of cyber bullying with adults.

### **STRATEGIES AT THE PARENT / FAMILY LEVEL**

- ❖ Place computers in a central location at home.
- ❖ Be active in their child's life and should know who their friends are, both online and offline.
- ❖ Look out for signs of bullying such as
  - a. Loss of interest in school.
  - b. Not wanting to spend time with friends.
  - c. Anxiety around technology uses.
  - d. Being depressed.
  - e. Difficulty in sleeping.
  - f. Lower school performance.
- ❖ Keep evidence of cyber bullying.
- ❖ Set up an alert on Google.
- ❖ Educate their child not to leave her / his mobile phone lying around where others can use it, without permission.

### **IMPORTANT NOTE**

1. Display of any disorderly conduct, doing any act which causes or likely to cause physical / or psychological harm, raise apprehension or fear or shame or embarrassment to a student in or outside the school, which includes abusing, threatening, or playing practical jokes or leaving and causing hurt to any student is strictly prohibited.
2. Asking any student to do or forcing him to do something which a student will not in the ordinary course willingly do, is also a punishable offence.
3. Any such disorderly act found by the Institution, will be subject to an enquiry by a committee constituted by the school.
4. If students involved are found to be at fault, the same will be reported to the competent authorities for necessary action.
5. In addition, such students are liable to be dismissed from the school. They may not be able to get admitted in any Educational Institution for a period of five years.

## RULES FOR SCHOOL LIBRARY

1. The library is open from 9:30 a.m. to 2:30 p.m. on school days.
2. Pupils will be given library cards for borrowing books and each pupil is responsible for the books taken on his/her card.
3. Books will be issued for the use of the borrower only.
4. A pupil can borrow or return books once a week only.
5. Books should not be kept for more than a week. At the end of each period, books may, if desired, be renewed at the discretion of the Librarian. However, the book must be produced for such a renewal.
6. For failure to return a book on the expiry of the period of week, the pupil will be penalized Rs.5 per day.
7. Books must be kept clean and used carefully. No marking should be done in the library book. Any imperfection found in them or any damage done to them must be reported to the School Librarian before taking the book home. The damage done to books or magazines and loss of books will have to be made good by the pupil concerned.
8. Reference books and magazines cannot be borrowed or taken out of the library.
9. All books must be returned in good condition before the beginning of each Terminal Examination and before a Leaving Certificate is issued. The borrower who fails to return a book must pay a fine equal to the value of the book.
10. Bags, cases and eatables must not be taken into the library.
11. Every pupil should help to keep the library clean and tidy and see that the books and magazines are kept in their proper places.
12. Strict silence must be observed in the library and conversation if essential, should be kept to the minimum and voice should be low.
13. The library should be used only for perusing reference books, parallel text books, periodicals and reviews.
14. Before taking the School Leaving Certificate, every student is requested to return all Library books and get the Librarian's signature on the Clearance Certificate and the Form of Application for School Leaving Certificate. The necessary forms are provided at the end of the calendar.
15. Library will be closed on Public and National holidays.

“A child who can read will be an adult who thinks.”

## **LABORATORIES**

Facilities to use all the laboratories are available to students for Std. III upwards. All experiments will be undertaken in the presence of and with the knowledge of the teacher and the Laboratory Assistant.

Pupils are requested to take special care of the Laboratory materials and apparatus. The cost of repairs and replacements, if any, will be borne by the pupils concerned. No pupil is allowed into the Laboratory except during Practical Periods.

## **IN - HOUSE SPORTS COACHING**

At G.A.E.T, sports are given a place of prominence in conjunction with other co-curricular activities. We believe that a healthy mind resides in a healthy body and therefore encourage each and every child to participate in sports. Coaching facilities for Handball, Throw ball, Basketball and Football are extended to all the students during school hours. Students learn different skills required to play these games and participation helps them to increase their strength and stamina.

“Attention and intention are the mechanics of manifestation”

**EXAMINATION AND EVALUATION PATTERN**  
**CLASS I TO VIII**  
**CONTINUOUS COMPREHENSIVE EVALUATION (CCE) PROCEDURE**  
**A) FIRST LANGUAGE / SECOND LANGUAGE / THIRD LANGUAGE / MATHS / EVS /**  
**SCIENCE / SOCIAL SCIENCE**

	FIRST TERM (EACH SUBJECT)			SECOND TERM (EACH SUBJECT)			
Class	Formative Evaluation	Summative Evaluation		Formative Evaluation	Summative Evaluation		Total Marks
	Observation, Orals, Activity, Practical / Experiment, Project, Self-Study, Small duration test, etc	Orals/ Practicals	Written	Observation, Orals, Activity, Practical / Experiment, Project, Self-Study, Small duration test, etc	Orals / Practicals	Written	
I & II	70 Marks	10 Marks	20 Marks	70 Marks	10 Marks	20 Marks	200
III & IV	60 Marks	10 Marks	30 Marks	60 Marks	10 Marks	30 Marks	200
V & VI	50 Marks	10 Marks	40 Marks	50 Marks	10 Marks	40 Marks	200
VII & VIII	40 Marks	10 Marks	50 Marks	40 Marks	10 Marks	50 Marks	200

**ART, WORK EXPERIENCE AND PHYSICAL EDUCATION & HYGIENE**  
**CLASS I TO VIII**

CLASS	FIRST TERM (EACH SUBJECT)	SECOND TERM (EACH SUBJECT)	TOTAL MARKS
I TO IV	Formative Evaluation (100 Marks)	Formative Evaluation (100 Marks)	200
V TO VIII	Formative Evaluation (100 Marks)	Formative Evaluation (100 Marks)	200

**MARKS SCORED WILL BE CONVERTED TO GRADES AS PER THE GRADE KEY**

MARKS	91-100	81-90	71-80	61-70	51-60	41-50	33-40	21-32	20 and below
GRADE	A1	A2	B1	B2	C1	C2	D	E1	E2

<b>STD. IX EVALUATION PATTERN</b>		
<b>ANNUAL AVERAGE</b>		
<b>SUBJECT</b>	<b>AVG. OF I TERM &amp; II TERM MARKS</b>	<b>TOTAL</b>
English	$100 + 100 = 200 / 2$	100
Marathi	$100 + 100 = 200 / 2$	100
Hindi (E)	$100 + 100 = 200 / 2$	100
Hindi (C)	$100 + 100 = 200 / 2$	100
Sanskrit (C)		
Maths I	$100 + 100 = 200 / 2$	100
Maths II		
Science I	$100 + 100 = 200 / 2$	100
Science II		
History-Political Sc.	$100 + 100 = 200 / 2$	100
Geog - Eco		
<b>TOTAL</b>		<b>600</b>
<b>GRADED SUBJECTS</b>		
P . E	$100 + 100 = 200 / 2$	100
Water Security	$50 + 50 = 100$	100
Scout & Guide	$100 + 100 = 200 / 2$	100



### STD. X EVALUATION PATTERN

SUBJECT	I TERM MARKS	IITERM MARKS	AVG. OF I AND II TERM	TOTAL
ENGLISH	$(80 + 20) = 100$	$(80 + 20) = 100$	$100 + 100 = 200 / 2$	100
MARATHI	$(80 + 20) = 100$	$(80 + 20) = 100$	$100 + 100 = 200 / 2$	100
HINDI (E)	$(80 + 20) = 100$	$(80 + 20) = 100$	$100 + 100 = 200 / 2$	100
HINDI (C)	$40 + 10 = 50$	$40 + 10 = 50$		100
SANSKRIT	$40 + 10 = 50$	$40 + 10 = 50$		100
TOTAL	$80 + 20 = 100$	$80 + 20 = 100$	$100 + 100 = 200 / 2$	100
MATHS PAPER 1	$40 + 10 = 50$	$40 + 10 = 50$		
MATHS PAPER 2	$40 + 10 = 50$	$40 + 10 = 50$		
TOTAL	$80 + 20 = 100$	$80 + 20 = 100$	$100 + 100 = 200 / 2$	100
SCI & TECH 1	$40 + 10 = 50$	$40 + 10 = 50$		
SCI & TECH 2	$40 + 10 = 50$	$40 + 10 = 50$		
TOTAL	$80 + 20 = 100$	$80 + 20 = 100$	$100 + 100 = 200 / 2$	100
HIST & POLITICAL	$40 + 10 = 50$	$40 + 10 = 50$		
GEOGRAPHY	$40 + 10 = 50$	$40 + 10 = 50$		
TOTAL	$80 + 20 = 100$	$80 + 20 = 100$	$100 + 100 = 200 / 2$	100
FINAL TOTAL				600

GRADED SUBJECTS		
PHYSICAL EDUCATION	$(100 + 100) / 2 = 100$	GRADE WILL BE SENT TO THE BOARD
WATER SECURITY	$(50 + 50) = 100$	
SCOUT & GUIDE	$(100 + 100) / 2 = 100$	

# CALENDAR 2024-2025

June						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

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

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

September						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

October						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

November						
S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

December						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

January						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

February						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

April						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

May						
S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31