

Vidya Vikas Mandal's
VIDYA VIKAS ACADEMY
Margao - Goa

Recognised by the Directorate of Education, Govt. of Goa
Affiliated to the Central Board of Secondary Education, New Delhi

- * Awarded Grade 'A' by the BJS –EDUQUIP – (School Accreditation)
- * Recipient of International School Accreditation Award (ISA -2013-16) British Council
- * Recipient of Global Innovative School Award 2018
- * Recipient of Swachh Vidyalaya Puraskar (District & State level)
- * Recipient of School Excellence Award
- 2017-School with Happiness Quotient Index among top Goa School.
- 2017-18- Best ICT Implementation and Sports Education School
- 2018-19 - Best CBSE School, Sports Education, Academic Excellence,
Life Skill Education, Techno Smart School of the Year
- 2019- Best CBSE School, Innovative Practices, Techno Smart School, Safety and Security.
- * Recipient of Manipal Global Award for Excellence in STEAM Education 2020
- * 2021-22 - Recipient of Swachh Vidyalaya Puraskar (District & State level)
- * 2022-23 - Best CBSE School, Academic Excellence, Excellence in Sports Education
Creative School of the year.

HANDBOOK

2023 - 2024

Name _____ Class _____

Div _____ Roll No. _____ House _____ Admission No.: _____

(PLEASE BRING THIS HANDBOOK TO SCHOOL DAILY)



The Constitution of India



सत्यमेव जयते

Preamble

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.**

FUNDAMENTAL DUTIES

Duties of The Citizens of India (Under Article 51a, Part IV A)

**Inserted by the 42nd Amendment in 1976.
It shall be the Duty of Every Citizen of India.**

- a) To abide by the Constitution and respect its ideal and institution, the National Flag and the National Anthem;
- b) To cherish and follow the noble ideals which inspired our national struggle for freedom;
- c) To uphold and protect the sovereignty, unity and integrity of India;
- d) To defend the country and render national service when called upon to do so;
- e) To promote harmony and the spirit of common brotherhood amongst all the people of Indian transcending religious, linguistic and regional or sectional diversities, to renounce practices derogatory to the dignity of women;
- f) To value and preserve the rich heritage of our composite culture;
- g) To protect and improve the natural environment including forest, lakes, rivers and wild life and to have compassion for living creatures;
- h) To develop the scientific temper, humanism and the spirit of inquiry and reform;
- i) To safeguard public property and to abjure violence;
- j) To strive towards excellence in all spheres of individual and collective activity, so that the nation constantly rises to higher levels of endeavour and achievement.

PUPIL INFORMATION

Name of the pupil : _____

(as per Birth Certificate)

Date of Birth: _____ Gender: _____ Blood Group: _____

Admission/G.R. No.: _____ Class : _____ Div.: _____

Roll No.: _____ House : _____ Aadhar Card No.: _____

Residential Address: _____

Landline No.: _____

Father's Details:

Name : _____

Profession : _____

Mobile No. : _____

Office No.: _____

E-mail id : _____

Aadhar Card No : _____

Mother's Details :

Name : _____

Profession : _____

Mobile No.: _____

Office No.: _____

Email id : _____

Aadhar Card No : _____

Emergency Contact No. (Excluding Parent's Number): _____

Name & Telephone of Family Physician : _____

Any Health Problem / Allergies : _____

Any food the child is allergic to : _____

Sibling studying in this school :

Name

Class/Division

| Name | Class/Division |
|------|----------------|
| | |
| | |
| | |

Signature (Father)

Signature (Mother)

(This page has to be filled in by the parent)

*The Class teacher should be informed if there is any change in address or telephone number. The changes should be recorded in the diary as well.

SCHOOL HOURS:

NURSERY TO SR.KG : (0815 hrs - 1145 hrs) Monday to Friday

CLASS 1-4 : (0725 hrs - 1305 hrs) Monday-Friday

CLASS 5 : (0725 hrs - 1315 hrs) Monday-Friday

CLASS 6-8 : (0725 hrs - 1315 hrs) Monday-Saturday

CLASS 9-10 : (0725 hrs - 1330 hrs) Monday-Saturday

WEEKLY HOLIDAY: Saturday & Sunday (for Pre-Primary) (Class 1-5)
2nd Saturday & Sunday (for Class 6-10)

ADDRESS FOR CORRESPONDENCE:

VVM'S Vidya Vikas Academy, Shree Damodar Educational Campus,
G. R.Kare Road, Tansor, Comba, Margao, Goa -403601

E-mail (for correspondence) : info@vidyavikasacademy.edu.in

(for suggestions) : suggestions@vidyavikasacademy.edu.in

(for Fedena) : fedena@vidyavikasacademy.edu.in

(for student grievances) : wecare@vidyavikasacademy.edu.in

(Cyber Help Desk) : cyberhelp@vidyavikasacademy.edu.in

Website: www.vidyavikasacademy.edu.in

TELEPHONE: - School Office. 2722567 / 2722574

VISITING HOURS (Strictly by prior appointment)

Principal : For Parents 0800hrs to 900 hrs

Vice-Principal: 0800 hrs-0900 hrs

Health & Wellness Teacher's 0800 hrs – 1300hrs

OFFICE HOURS

Monday to Saturday : 0800 hrs to 1000 hrs & 1230 hrs to 1330 hrs

The STAFF maybe met on the days scheduled for the open house day or by prior appointment.

In case of an EMERGENCY, contact the Class Teacher or the School Office immediately.

No school business will be transacted on holidays.

Parent has to submit a written application for an issue of any kind of certificate / testimonials / letters of recommendations etc. A minimum of three working days will be required to process the same.

Please do not phone the school on holidays or for any information already contained in the Calendar.

STAFF - 2023 - 2024

| | | | |
|----|-----------------------------|--------------------------------------|---|
| 1 | Joble Bijoy | Principal | principal@vidyavikasacademy.edu.in |
| 2 | Tania Monteiro | Vice Principal (Nursery to Class 7) | vice-principal@vidyavikasacademy.edu.in |
| 3 | Sheetal Kumar | Vice Principal (Class 8 to Class 12) | vp@vidyavikasacademy.edu.in |
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| 104 | Joaquim Gonsalves | Attendant | |
| 105 | Pramila Fernandes | Attendant | |
| 106 | Ram Bahadur Bohra | Attendant | |
| 107 | Dhansingh Bohra | Attendant | |
| 108 | Nilima Borkar | Attendant | |
| 109 | Mansi Naik | Attendant | |
| 110 | Lavu Sirsikar | Attendant | |
| 111 | Richard D'Costa | Attendant | |
| 112 | Shamsundar Borker | Attendant | |
| 113 | Mahaveer Lal Bahadur Bohra | Attendant | |
| 114 | Flavia Miranda | Attendant | |
| 115 | Pradipa Nagvekar | Attendant | |
| 116 | Sucorina D'Souza | Attendant | |
| 117 | Deepika Shirodker | Attendant | |
| 118 | Cynthia Carvalho | Attendant | |
| 119 | Chougulo Velip | Attendant | |
| 120 | Nirmala Gaude | Attendant | |
| 121 | Kiran Raut | Attendant | |
| 122 | Jayaraj Jaise | Security (Day) | |
| 123 | Man Bahadur Bohra | Security (Night) | |

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 मेरा देश है । सभी भारतीय मेरे भाई—बहन हैं ।
मुझे अपने देश से प्यार है ।

अपने देश की समृद्ध तथा विविधताओं
से विभूषित परंपराओं पर मुझे गर्व है ।

मैं हमेशा प्रयत्न करूँगा कि उन परंपराओं
का सफल अनुयायी बनने
की क्षमता मुझे प्राप्त हो ।

मैं अपने माता—पिता, गुरुजनों और
बड़ों का सम्मान करूँगा और हर
एक से सौजन्यपूर्ण व्यवहार करूँगा ।

मैं प्रतिज्ञा करता हूँ कि मैं अपने देश और
अपने देशवासियों के प्रति निष्ठा रखूँगा ।
उनकी भलाई और समृद्धि में ही मेरा सुख निहित है ।

राष्ट्र गान

जन—गण—मन अधिनायक, जय हे,
भारत—भाग्य विधाता ।
पंजाब—सिंध—गुजरात—मराठा,
द्राविड उत्कल बंग,
विंध्य—हिमाचल—यमुना—गंगा,
उच्छल—जलधितरंग,
तव शुभ नामे जागे,
तव शुभ आशीष माँगे,
गाहे तव जय—गाथा
जन—गण—मंगलदायक जय हे,
भारत—भाग्य विधाता ।
जय हे, जय हे, जय हे,
जय जय जय जय हे ॥

Tagore's English rendering of this stanza is :

Thou art the ruler of the minds of all people,
Dispenser of India's destiny.
Thy name rouses the hearts of Punjab, Sind,
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 blessing
And sing thy praise
The saving of all people waits in thy hand,
Thou dispenser of India's destiny.
Victory, victory, victory to thee !

राष्ट्रीय गीत

वन्दे मातरम् । वन्दे मातरम् ।
सुजलाम् सुफलाम् मलयज शीतलाम्
शस्य श्यामलाम् मातरम् ।
वन्दे मातरम्
शुभ्रज्योत्सना पुलकित यामिनीम्
फुल्ल कुसुमित द्रुमदल शोभिनीम्
सुहासिनीम् सुमधुर भाषिणीम्
सुखदाम् वरदाम् मातरम्
वन्दे मातरम् ।

Shri Aurobindo's translation of the First stanza is :

I bow to thee, Mother,
richly watered, richly fruited
cool with the winds of the south,
Dark with the crops, of the Harvests,
The Mother !
Her nights rejoicing in the
Glory of the moonlight
Her lands clothed beautifully
With her trees in Flowering bloom
Sweet of laughter, sweet of speech
The mother, giver of boons,
Giver of bliss.

NATIONAL ANTHEM

Jana-gan-mana-adhinayaka jaya he,
Bharata - bhagya - vidhata,
Punjaba-Sindh-Gujrata-Maratha
Dravida-Utkala-Banga
Vindhya-Himachal Yamuna-Ganga
Uchchala-Jaladhi Taranga
Tava Shubha name jage,
Tava Shubha ashisha mage,
Gahe tava jaya-gatha,
Jana-gana-mangala-dayaka jaya he,
Bharat-bhagya-vidhata
Jaya he, Jaya he, Jaya he,
Jaya, Jaya, Jaya, Jaya he..

SCHOOL ANTHEM : VVA - OUR GUIDING LIGHT

Chorus : Vidya Vikas Academy
Our School we love so tenderly
A School that shapes our destiny
Vidya Vikas Academy

1. Your love for us is ever strong and true
With one refrain we will proclaim
And though we roam the wide earth far or near
To us you'll always be so so dear

Repeat Chorus

2. Through tender years you've helped us grow to be
Men who will live with dignity
Your teachings e'er shall be our guiding light
We'll cherish all that we've imbibed

Repeat Chorus

And may the good Lord always bless thee Vidya Vikas Academy
(Lyrics and Music by : Ex-Principal Alan Rodrigues)

PRAYERS

PRE-PRIMARY

PRAYER BEFORE CLASS

Bless me God, on this day
Guide me as I work and play
Help me to be kind and good
To respect parents, teachers, friends and everyone,
As I should.

PRAYER AFTER CLASS

Thank you God for the work I've done
for the games I've played,
for the songs I've sung.
Thank you for your love and care
Protect me on my way home and everywhere.

PRIMARY/UPPER PRIMARY

PRAYER BEFORE CLASS

Eternal God Creator of all
I firmly believe that I am present before you
I adore your divine greatness
and I ask you to illumine my mind with true knowledge of you
to fill my heart with great love for you
as also for my neighbour out of love for you.
Help me never to offend you
by any thought, word or deed which is against your Holy Law

PRAYER AFTER CLASS

Thank you God / for all that you have given me today /
for wisdom to understand / for courage to avoid wrong /
Forgive me for any thought word or deed /
by which I have offended your divine goodness /
Help me to be better, tomorrow.

वन्दना

गुरुब्रह्मा गुरुविष्णुः गुरुदेवो महेश्वरः
गुरुसाक्षात् परब्रह्मः तस्मै श्री गुरुवे नमः

**Gurubrahma Guruvishnu Gurudevo Mahesvarah
Gurusakshata Parabrahma tasmey srigurve namah**

गुरु ही ब्रह्मा हैं गुरु ही विष्णु हैं, गुरु ही शिव हैं
गुरु तो साक्षात् परमेश्वर हैं
उन्हीं श्री गुरु को मैं प्रणाम करता हूँ ।

**Prostrations to the teacher who is Brahma,
Vishnu and Mahesh,
He alone is the Supreme reality.**

प्रभु वन्दना

तुम्हीं हो माता पिता तुम्हीं हो
तुम्हीं हो बंधु सखा तुम्हीं हो।
तुम्हीं हो साथी, तुम्हीं सहारे
कोई न अपना सिवा तुम्हारे।
तुम्हीं हो नैया, तुम्हीं खिवैया
तुम्हीं हो बंधु सखा तुम्हीं हो।

प्रभु वन्दना

“असतो मा सद्गमय
तमसो मा ज्योतिर्गमय
मृत्योर्मा अमृतम् गमय् ”

**"From the unreal lead me to the real,
From darkness lead me to light,
From death lead me to immortality"**

PRAYER IN SONG

WHAT MAKES LOVE GROW

- Chorus : What makes love grow
Can you tell me what makes love grow
A smiling face and a helping hand
Are some of the things that make love grow.
1. Kind people make love grow
People who teach us and people who care
People who need us and people who share
People who love us make love grow.
 2. Lots of things make love grow
Lots of laughter and lots of joy
A hug from daddy, a kiss from mom
Are some of the things that make love grow
 3. All of creation makes love grow
Like the rain that waters the sea
A rose is a friend and a sign of love
The gifts of creation make love grow.

MAKE ME CHANNEL OF YOUR PEACE

- Make me a channel of your peace,
Where there is hatred let me bring your love.
Where there injury your pardon Lord.
And where there's doubt, true faith in you.
- Chorus: Oh Master, grant that I may never seek,
So much to be consoled as to console,
To be understood as to understand;
To be loved as to love with all my soul.
Make me a channel of your peace,
Where there's despair in life let me bring hope
Where there is darkness, Lord, your shining light.
And where there's sadness, ever joy.
- Chorus: Make me a channel of your peace,
It is in pardoning that we are pardoned,
In giving to all men that we receive
And in dying that we're born to eternal life.

DO WHAT YOU DO, DO WELL

- He couldn't move a mountain
Nor pull down a big oak tree.
But my daddy became a mighty big man
With the simple philosophy
- Chorus: Do what you do, do well boy
Do what you do, do well
Give your love and all your heart
And do what you do, do well.

Well Now he was a man of laughter
But a tragedy came by - why
The tears ran free and he'd say to me
"Never be afraid to cry".

Today! I still remember just like yesterday
Bout a mighty big man, with a mighty big heart
And a mighty few words to say.

DO IT NOW

If you've kind words to say, say it now
If you've something to give, give it now
If you can make someone glad or another less sad,
Do it now, do it now, do it now.

Chorus : Now before it is too late
Now is the time for every good deed
Do not wait until tomorrow
For it may be just a little too late.

If there's good news to give, give it now.
If there's friendship to show, show it now.
If there's hope you can raise
Or someone you can praise
Do it now, do it now, do it now.

If you've trust to bestow, do it now.
If you've courage to give, give it now,
If there's is pain you can ease
Or someone you can please
Do it now, do it now, do it now.

THIS LITTLE GUIDING LIGHT

This little guiding light of mine }
I'm going to let is shine } 3
Let it shine all the time, let it shine. }

Hide it under a bushel OH No! }
I'm going to let it shine } 3
Let it shine all the time, let it shine. }

Take this little light round the world }
I'm going to let is shine } 3
Let it shine all the time, let it shine. }

Make my little light burn for Thee }
I'm going to let is shine } 3
Let it shine all the time, let it shine. }

सरस्वती वन्दना

नमामी नमो सरस्वती शारदेमाँ
विद्या बल बुद्धि की महिमा
ऐसी हो तुम माँ
गाये हर दम तेरी महिमा
फूले फलें हम माँ (२)
वीणा धारिणी हंस वाहिनी
नमामी नमो सरस्वती शारदेमाँ

इतनी शक्ति हमें देना दाता

इतनी शक्ति हमें देना दाता
मन का विश्वास कमजोर हो ना
हम चलें नेक रस्ते पे हमसे
भूलकर भी कोई भूल हो ना ।

छोड़ो कल की बातें

छोड़ो कल की बातें, कल की बात पुरानी,
नए दौर में लिखेंगे, मिलकर नई कहानी ।

हम हिन्दुस्तानी, हम

आज पुरानी जंजीरो को तोड़ चुके हैं,
क्या देखें उस मंजिल को, जो छोड़ चुके हैं,
चाँद के दर पे, जा पहुँचा है आज जमाना,
नए जगत से, हम भी नाता जोड़ चुके हैं ।
नया खून है, नई उमंगे, अब है नई जवानी
हम हिन्दुस्तानी

हमको कितने ताजमहल हैं और बनाने,
कितने ही अजन्ता हमको और बनाने ।
अभी पलटना है रूख कितने दरियाओं का,
कितने पर्वत राहों से है आज हटाने ।
नया खून है, नई उमंगे, अब है नई जवानी
हम हिन्दुस्तानी

आओ मेहनत को अपना भगवान बनाएँ,
अपने हाथों से अपना प्रारब्ध बनाएँ ।
राम की इस धरती को, गौतम की भूमि को,
सपनों से भी प्यारा हिन्दुस्तान बनाएँ ।
नया खून है, नई उमंगे, अब है नई जवानी
हम हिन्दुस्तानी

दाग गुलामी का धोया है, जान लुटा के,
दीप जलाये हैं ये कितने, दीप बुझाके ।
ली है आजादी, तो फिर इस आजादी को,
रखना होगा, हर दुश्मन से आज बचा के ।
नया खून है, नई उमंगे, अब है नई जवानी
हम हिन्दुस्तानी

हमको मन की शक्ति देना

हमको मन की शक्ति देना
दूसरों की जय से पहले

मन विजय करें
खुद को जय करें

हमको मन की ।

भेद भाव अपने दिल से,
दूसरो से भूल हो तो
झूठ से बचें रहें

साफ कर सकें
माफ कर सकें
सच का दम भरें

दूसरों की जय से ।

मुश्किलें पड़ें तो हम पे
साथ दें तो धर्म का,
खुद पे हौसला रखें

इतना कर्म कर
चले तो धर्म पर
बदी से ना डरें

दूसरो की जय से ।

सारे जहाँ से अच्छा

सारे जहाँ से अच्छा

सारे जहाँ से अच्छा हिन्दुस्ताँ हमारा
हम बुलबुले हैं इसकी ये गुलिस्ताँ हमारा हमारा
सारे जहाँ से अच्छा

पर्वत वो सब से ऊँचा हमसाया आसमां का
वो संतरी हमारा वो पासवाँ हमारा हमारा
सारे जहाँ से अच्छा

गोदी में खेलती हैं, जिसकी हजारों नदियाँ
गुलशन है जिसके दम से रश्के जीना हमारा हमारा
सारे जहाँ से अच्छा

कुछ बात है कि हस्ती, मिटती नहीं हमारी,
सदियों रहा है दुश्मन, दौरे जहाँ हमारा,
सारे जहाँ से अच्छा

हम होंगे कामयाब

हम होंगे कामयाब — ३ एक दिन,
हम होंगे कामयाब, एक दिन
हो SS, मन में है विश्वास,
पूरा है विश्वास,
हम होंगे कामयाब, एक दिन.

DECLARATION FORM

Year : 2023 - 2024

Name of the pupil (as per birth certificate) : _____

Class : _____ Division : _____ Roll No.: _____ House: _____

Date of Birth : _____ Gender : _____ Blood Group : _____

Admission / G.R. No.: _____

Aadhar Card No.: _____

Residential Address : _____

Landline No.: _____

Father's Details :

Name : _____

Profession : _____

Mobile No. : _____

Office No.: _____

E-mail id : _____

Aadhar Card No : _____

Mother's Details :

Name : _____

Profession : _____

Mobile No.: _____

Office No.: _____

Email id : _____

Aadhar Card No : _____

Emergency Contact No. (Excluding Parent's Number): _____

Name & Telephone of Family Physician : _____

Any Health Problem / Allergies : _____

Any food the child is allergic to : _____

I have read the rules and regulations of the school and I agree to abide by them and see that my child conforms to the standard required by her/him in conduct, studies and other areas.

Specimen Signature :

Father : _____

Mother : _____

Guardian : _____

Perforated, so Easy to Tear

VIDYA VIKAS ACADEMY

Margao, Goa

A WORD ABOUT OUR SOCIETY – VIDYA VIKAS MANDAL

Vidya Vikas Mandal, a society registered under the Societies Registration Act, 1860, was formed in 1971 by a group of young, professionals, motivated to bring quality education, at all levels, to the people of South Goa and in particular to the citizens of Margao.

From the setting up of a commerce college in 1973 to the starting of a high school in 1994, Vidya Vikas Mandal has grown in strength over these years and lived up to the noble and lofty dreams and vision of the founders of the society.

The institutions and office of Vidya Vikas Mandal are located at the Vidya Vikas Mandal Campus at Tansor, Comba, Margao. For any information or assistance related to the institutions you may contact the Principals of the institutions or the Executive Secretary of Vidya Vikas Mandal, Shri H.R. Kuvelkar (0832-2722505)

Vidya Vikas Mandal Institutions

- * Shree Damodar College of Commerce & Economics – 1973
(Commerce College)
Principal-Dr. Prita Mallya (Ph.D.)
– 0832-2722500
- * Damodar Higher Secondary – 1975
(Higher Secondary Section Commerce)
(presently RMS Higher Secondary School)
- * Govind Ramnath Kare College of Law – 1979
(Three Year and Five Year Degree Courses)
Principal-Dr. Saba V. M. Da Silva (M.Sc., B.Ed., L.L.M., NET,
SET, Ph.D)
- 0832-2722546

- * H.M.N. Gaunekar Institute of Management Training & Research – 1981
(Management Courses)
Director-To be appointed – 0832-2722505
- * Ramacrisna Mahadev Salgaocar Higher Secondary School-1981
(Damodar Higher Secondary section changed to a full-fledged Higher Secondary School)
Principal - Mrs. Cintia Abranches (M.Com, B.Ed.)
– 0832-2722521
- * Vidya Vikas Academy 1994
Principal - Mrs. Joble Bijoy (M.Sc., M.A., M.Ed.)
– 0832-2722567

VIDYA VIKAS ACADEMY
Margao, Goa

Goa brings to mind lush greenery tropical plantations, rice fields, sun, sand and surf, legacies of our colonial past, heritage homes, delectable cuisine, temples and churches, a warm and friendly people, the list is endless and amidst this abundance of God's goodness you find a school that dares to be different, Vidya Vikas Academy.

The Academy is situated in verdant surrounds, just a kilometer's drive out of the hustle and bustle of Goa's commercial capital, Margao. Affiliated to the Central Board of Secondary Education, New Delhi (CBSE) and recognized by the Directorate of Education, Government of Goa, the school has a spacious new complex with state-of-the-art facilities.

Founded on July 2, 1994, it was the vision of members of the Board of Management to impart quality education in an academic environment that inspires excellence and prepares our children to be global citizens, with strong Indian values and culture. Housed in simple, old homes in the area of Borda,

Margao, for the past ten years where we have strengthened our educational practices and built up a strong school culture and healthy academic climate, we are, today, located at the sprawling 30,000 sq. metre campus where the children will have every facility for their all-round formation physical, moral, emotional, academic, and spiritual thus preparing them to take their place as responsible citizens.

OUR VISION

We envision an institution of excellence that aims to create responsible, patriotic and holistic individuals who will participate and contribute to the global society by being deeply rooted in their culture and values.

OUR MISSION

Our school strives to provide a happy , positive and a motivating environment to all learners so that they are inspired to reach their full potential. Our mission is to impart high-quality education to students to empower them to face challenges in the future.

CURRICULUM

The year comprises two terms: June to October and November to April. The course of school studies is designed as preparation for the **Central Board of Secondary Education Examination, New Delhi.**

INFORMATION AVAILABLE ON THE SCHOOL WEBSITE

www.vidyavikasacademy.edu.in

1. School Affiliation Details
2. School Committees
3. School House System
4. Enrolment
5. Working Hours
6. Staff Details
7. Syllabus
8. School Organisations
9. Results / Scholarships & Awards
10. Infrastructure
11. Library
12. Other Facilities
13. Photo Gallery
14. Outstanding Events
15. PTA and Alumni
16. Latest News and Events
17. Upcoming Events
18. Announcements
19. Careers @VVA
20. E - Newsletter
21. Global Partnerships
22. British Council Awards
23. V Connect Login / Tutorials
24. Fit India
25. Hubs of Learnings
26. Transfer Certificate

Information available in the Prospectus (pdf file) available for downloading on the Admission Page of the school website :

1. Curriculum
2. Admissions
3. Fees
4. Withdrawal
5. Rules of Conduct and Discipline
6. Reflections on Discipline & Accountability
7. School Uniform / Sports Uniform
8. Text Books, Note Books & School Bag
9. Leave and Absence
10. Visiting School
11. School Examinations
12. Vacations
13. Student Search
14. Photograph Certification
15. Public Emergencies
16. Promotions
17. Recommendations to Parents
18. Academic Lack of Probity
19. Remedial Teaching
20. Projects
21. Inclusive Education
22. Work Education
23. School Infirmary
24. Computer Studies
25. School Magazine
26. Behavioral Probation
27. Transfer Certificate
28. Library
29. Important Communication to Parents
30. ATL/STEAMLAB

FEES:

- 1) Fees will be as approved by Directorate of Education, Government of Goa.
- 2) The fees can be paid either in full or in installments.
- 3) **Nursery & New Admission to other Classes**

Last date:

- 2nd installment is 31st Aug, 2023
- 3rd installment is 30th Oct, 2023
- 4th installment is 30th Nov, 2023

Junior & Senior KG

Last date:

- 1st installment is 30th Jun, 2023
- 2nd installment is 31st Aug, 2023
- 3rd installment is 30th Oct, 2023
- 4th installment is 30th Nov, 2023

Class 1 & New Admission to other Classes

Last date:

- 2nd installment is 31st Aug, 2023
- 3rd installment is 30th Oct, 2023
- 4th installment is 30th Nov, 2023

Class 2 to 8

Last date:

- 1st installment is 30th Jun, 2023
- 2nd installment is 31st Aug, 2023
- 3rd installment is 30th Oct, 2023
- 4th installment is 30th Nov, 2023

Class 9 & 10

Last date:

- 1st installment is 30th April, 2023
- 2nd installment is 31st July, 2023
- 3rd installment is 30th Sept, 2023
- 4th installment is 30th Nov, 2023

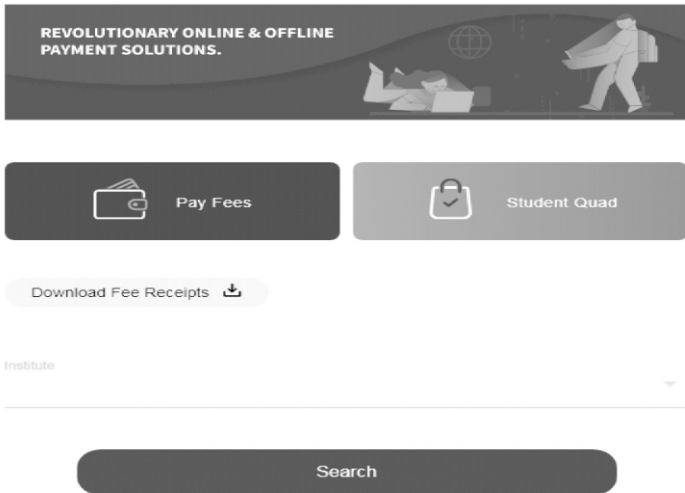
- 4) A grace period of 15 days from the last date will be allowed for payment of fees, after which a late fee will be levied as follows:
Rs.500/- + taxes as applicable for next 15 days after grace period & Rs. 1000/- + taxes as applicable per month for payments made 30 days after last date.
- 5) Fee updates will not be available on Fedena.
- 6) The fees for the whole academic year need to be paid incase the student leaves the school during the academic year due to any reason.
- 7) In case the fees are not paid within 3 months of the due

date, show cause notice will be issued as per rules & regulations and the student's name struck off from the class rolls.

- 8) Avoid payments through Cheque and Cash to school office.
- 9) As we all are familiar using Google pay in a big way. For fastest payment option requesting to use UPI which will direct you to BHIM, Amazon Pay, Google Pay, PhonePe, Paytm , which is absolutely free.

Fee Payment Instructions:

Please Login <https://www.eduqfix.com/PayDirect/>



Step 1: Select Institute **VIDYA VIKAS ACADEMY**

Step 2: Select Branch

**Pre Primary 2023-24 or
Primary, Secondary, Senior Secondary 2023-24**

Step 3: Enter the Registration code ie Admission number of the student.

Step 4: Enter Captcha & click Search

Step 5: To check details of the fees
break up & click which is applicable.

Step 6: Select and Pay

Step 7: Check the payment summary &
Click on Proceed

Step 8: Payment Option (click on UPI)
(Free Payment through UPI)
(BHIM, Amazon Pay, Google Pay, PhonePe, Paytm)

Step 9: Confirm your UPI Id and click on **VERIFY & PAY NOW**

| | | | |
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|--|--|--|--|

Please Note:
Convenience Fee of Rs 199 + GST applicable for EMI transactions on HDFC Bank Cards.

Select a UPI App

| | | | |
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| | | | |
| | | | |

VERIFY **PAY NOW**
[Cancel](#)

- **BHIM** supported.
- For list of all UPI supported banks please [click here](#)

Don't miss out on Reward Points

Step 8: Or Other Payment Option through Cards
(click on cards)
Enter the card details & click
Pay Now

| | | | |
|--|--|--|--|
| | | | |
|--|--|--|--|

Please Note:
Convenience Fee of Rs 199 + GST applicable for EMI transactions on HDFC Bank Cards.

Pay using

For Maestro cards, please enter Expiry Date and CVV no. if available or else ignore and proceed

Credit card Debit card

Select Credit Card Option: --Select--

PAY NOW
[Cancel](#)

Don't miss out on Reward Points
when paying **Education Fees**
with your **Credit Card**

<http://hdfebk.io/k/DUvIEUhcNH>

No convenience fee or service charge is payable by the customer on debit card / UPI transactions.

| | | | |
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Please Note:
Convenience Fee of Rs 199 + GST applicable for EMI transactions on HDFC Bank Cards.

Pay using

For Maestro cards, please enter Expiry Date and CVV no. if available or else ignore and proceed

Credit card Debit card

Select Debit Card Option: VISA

Card number : * Enter Your Card Number

Card holder name : Enter Card Holder Name

Expiry date : * MM YYY

CVV number : *

PAY NOW
[Cancel](#)

CAMPUS MANAGEMENT SOFTWARE : FEDENA

Vidya Vikas Academy has implemented a Campus Management Software called Fedena as a V-Connect initiative of Vidya Vikas Mandal. The Software provide access to parents/students through which Vidya Vikas Academy shares information regarding Attendance, Fee receipts, Notification, Academic Calendar, Worksheets, Assignments, Notes, Results (Not available on Mobile app), messages, email alerts, SMS etc.

The Software can be accessed:

Through School website : www.vidyavikasacademy.edu.in-> V-Connect-> Student-> enter Username and Password provided by school.

(or)

Download Mobile App - VVMVVA from playstore. Login using Username and Password.

Note: Login using username and password options only.

Do not use OTP/email options to login.

Eg: Username-8546 (Admission No. of the pupil)

Password- 8546123 (Admission No. 123) for first time users.

CANCELLATION OF ADMISSION & REFUND OF FEES

1. Fees once paid will not be refunded.
2. Admission fees are non-refundable on cancellation of admission.
3. The fees for the whole academic year need to be paid in case the student leaves the school during the academic year due to any reason.

WITHDRAWAL:

1. Notice of withdrawal and request for a Leaving Certificate must be given by the parent or guardian.
2. No Leaving Certificate will be issued unless all the fees have been paid.

3. If the Leaving Certificate has to be endorsed by the Education Officer (for pupils leaving the State of Goa), the certificate will be forwarded to the Education Department on the day after the application is made and will be issued as soon as it is received.

Transfer Certificate

Students who intend to leave the school will have to apply for Transfer Certificate before March 31 every year. No application for Transfer Certificate will be entertained after March 31.

Note :

1. Students should take particular care to be punctual for all the lectures. Absence during lectures must be justified in writing and in case of a prolonged illness a medical certificate must be submitted. Absence from any one lecture will be considered as absence for the full day. Students falling short of 75% attendance, both before and after submitting the application for examination will not be allowed to appear for the final examination conducted by the School or by the Board.
2. No student must remain absent from a term examination. In case of illness a medical certificate must be submitted not later than four days from the first day of absence of the student.
3. Student / Parent has to submit a written application for an issue of any kind of certificate / testimonials / letters of recommendations etc. A minimum of three working days will be required to process the same.

RULES OF CONDUCT AND DISCIPLINE

(Framed by the School Management for the health, safety, security and welfare of the pupils. The Management may add, alter or delete as they deem necessary for the smooth conduct of the school and the welfare of the pupils.)

1. Pupils must arrive in school on time and be regular to school.
2. Pupils must wear the proper school uniform and be neat and well-dressed.
3. Pupils must bring the SCHOOL HANDBOOK to school daily.
4. Pupils must be disciplined, speak politely and be respectful.
5. Pupils must not bring toys, games, magazines, cell-phones, cameras. (prohibited on campus by the Directorate of Education, Govt. of Goa), I-pods, CD's, expensive articles, etc. as they are a distraction to them and others in class. Such articles if found will be **confiscated** and will be returned only at the end of the academic year.
6. Pupils are not permitted to wear trinkets, scarfs, head gears, jewellery, bangles, rings, kadas, make up, tattoos or any other prohibited items. Pupils not respecting the same will be sent home.
7. Pupils should be soft-spoken, polite and courteous, and use good language at all times. They shall not fight with or hit others.
8. Pupils must bring a wholesome midday snack from home.
9. Pupils may bring a minimum amount of cash as they may require for travel or for their midday snack.
10. Pupils must walk quietly and keep to the left while in the corridors and on the staircase.
11. Pupils may distribute simple sweets (toffees) to the classmates on occasion of their birthday. No cake cutting or distribution of cake / bars of chocolate permitted to be given in the school
12. **Pupils are not permitted to change their place in class nor enter another classroom without the permission of the Teacher.**

A. PUPILS AND TEACHERS WOULD BE HAPPY IF :

1. Pupils help in keeping their class and campus clean and beautiful.
2. Pupils switch off lights and fans when leaving class and leave the class clean at all times.
3. Pupils respect the Class Prefects and Leaders who are appointed to assist in the discipline of the school.
4. Pupils take a keen interest in their studies and class / school activities and use every opportunity for their all-round formation.
5. Pupils practice simplicity and austerity by using simple, inexpensive articles (School bag / water bottle / compass box / pens).
6. Pupils form good habits and refrain from adopting bad habits and using language. Pupils should be soft-spoken, polite and courteous and use good language at all times. They shall not fight with or hit others.

7. Pupils appreciate and abide by the rules which have to be enforced by the school authorities for the health, safety and well being of the pupils. They should wear their school uniforms at all times on campus.

B. PERSONALITY & DEPARTMENT

1. The Vidya Vikas Academy pupils are always, well-groomed, smart and presentable.
2. Boys have their hair cut short (no styles) and lightly oiled. Girls with long hair will have a side or middle parting and hair plaited neatly (for their safety on campus), Girls with short hair (no styles) will use a plain cloth black hair band to keep the hair off the face and behind the ears. No Streaking / Colouring / Straightening of hair will be permitted. Girls who have their ears pierced may use a small plain flat stud earring (for their safety).
3. Vidya Vikas Academy pupils have their hair lightly oiled, their uniform clean and well ironed, keep their finger nails clean and short, shoes well polished.
4. Girls will wear a knee length pinafore and they should wear their school uniform at all times on campus.

C. UNIFORM

1. Pupil must wear school uniform on all official days (eg. Open house days)
2. **Pupil not using the correct uniform will be sent home.**
3. Pupils must use the correct uniform (Colour, shade and pattern), plain white socks (mid-calf length) and black laced leather shoes (black open sandals are permitted during the rainy season).
4. Nursery to Sr. KG: **BOYS:** Pink and white pin-stripe shirt and pink shorts
GIRLS: Pink and white pin-stripe A-line dress. Girls need to wear bloomers or black cotton tights/cycling shorts underneath their uniform.
5. Class 1 to 10 **BOYS:** Mushroom colour shirt - Quality - 62527 spun, Colour Code-21, Olive green pants.
6. **GIRLS:** Mushroom colour shirt - Quality - 62527 spun, colour code-21, Olive green pinafore (knee length) and black cycling shorts underneath.
7. Boys of Class 1 to 7: Olive green knee-length shorts.
8. Boys of Class 8 to 10: Olive green full-length trousers.

D. SPORTS / PE UNIFORM

1. **Boys Classes 1 to 5 :** VVA T-Shirt and white shorts (use knee length shorts) with white socks and white canvas shoes (without any design/colour)
2. **Boys Classes 6 to 10:** VVA T-shirt and Navy Blue track pant with white socks and with white canvas shoes (without any design/colour)
3. **Girls Classes 1 to 5 :** VVA T-Shirt and shorts-cum-skirt with white socks and white canvas shoes (without any design/colour)
4. **Girls Classes 6 to 10:** VVA T-Shirt and Navy Blue track pant with white socks and white canvas shoes (without any design/colour)
5. Pupils must wear the Sports Uniform on PE Days, Yoga Days, for the

Annual Athletic Meet, and when representing the school at Inter School Sports events.

6. **Pupils of Classes 8 and 9 should use NCC Uniform for meetings and when on duty.**
7. **Black / Navy Blue / Military Green / Grey sweaters / jackets may be used if required in monsoon / winter.**

THE SCHOOL HANDBOOK

1. Parents, please check, the School Handbook everyday - especially the Daily Assignment pages and the Teacher's remark Page. Page 1 and Declaration Forms should be duly entered by parents.
2. **Each day of absence of the pupil and all requests for leave should be entered in the Non-Attendance & Leave Record Section.**
3. All communications to the teacher / Principal should be made in this book on the relevant pages.
4. **Please acknowledge all remarks / circulars in the Handbook : by signing them.**

CLASSROOM ETIQUETTE

1. **I must be disciplined and attentive.**
2. **I must respect myself and others.**
3. **I must respect my property and that of others and the school.**
4. **I must complete my work and submit my work on time.**
5. **I must benefit from the teaching and allow my friends to do so too.**

HOW CAN PARENTS HELP THE PUPIL :

1. The bag is packed according to the timetable.
2. The pupil does not have any toys, games, unnecessary books / articles.
3. The pupil has the material required for the project.
4. Discipline problems begin with: not wearing the proper uniform, hair not combed, nails not pared, shoes not polished, books not brought, homework not completed, School Handbook not brought, remarks not signed, arriving late, etc. This causes a pupil to be questioned about the non-compliance of the rules. Very often the parent is disturbed by this too and it leads to a lot of time and energy expended on such issues. **Hence our request to you to be particular and insist that your children comply with norms set in their interest.**

HOW THE SCHOOL WILL HELP THE PUPIL :

1. Teachers will see that pupils complete their work.
2. Teachers will correct the Class work and Homework books.
3. Teachers will take up remedial work, when necessary.
4. Projects will be done in class.
5. Pupils will be encouraged and guided to participate in co-curricular and extra-curricular activities.
6. Pupils will always be loved, cared for and respected.

AM I READY FOR SCHOOL :

EVERY EVENING

1. Have I done my homework?
2. Have I packed my bag for School (See Checklist for school)
3. Do my finger / toe nails need to be cut?
4. Do I need my Parent's signature in the Calendar / Test - Book?
5. Do I need to ask my parents for anything extra I need for class (Don't wait for the morning)

EVERY MORNING :

1. Have I had a bath and brushed my teeth well ?
2. Have I been to the toilet?
3. Have I asked God's blessings for today ?
4. Is my uniform clean and well ironed ?
5. Is my hair neatly combed?
6. Are my shoes polished? (Remember to wear white canvas shoes on P.E. Days / Yoga Days.)
7. Am I ready to leave so that I can be in school on time?
YOU WILL SURELY HAVE A HAPPY DAY IN SCHOOL.

MY CHECKLIST FOR SCHOOL

DAILY :

1. Have I packed my bag according to the timetable? (You need the Textbook and Notebook in each subject). Make sure you do not take extra books.
2. Have I put in the SCHOOL CALENDAR?
3. Have I put in my pencil box / geometrical instrument box?
4. Have I taken the SCHOOL ATLAS (When you have Geography)? and DICTIONARY (when you have English)
5. Have I taken a well sharpened pencil; an eraser and geometrical instrument box (for Geometry)?
6. Have I taken my snack box / lunch box and water bottle?
7. Has any teacher asked me to bring any special material, such as pictures etc.?
8. Have I to take any material : such as ART AND PROJECTS? (See below)
9. If I have been absent, has the non-attendance and Leave Record Page been entered?
10. If I have been given a remark, has it been signed by my parent?

ART - MATERIAL

(to be brought to class by each child when they have Art)

Classes 1, 2 and 3

Pencils (2B & HB); eraser, plastic ruler, crayons, pencils colours, glue stick.

Classes 4 upwards

Shading Pencils (HB, 2B, 4B & 6B), White eraser, Poster paints, 12" ruler, glue stick, a palette, brushes (No. 2 & 3) a cotton cloth duster (6"x6"), a small plastic bowl for water, geometrical instrument box.

FOR INFORMATION :

1. Hours of class attendance are :
 - Pre-Primary : (0815 hrs to 1145 hrs) Monday to Friday
 - CLASS 1-4 : (0725 hrs - 1305 hrs) Monday-Friday
 - CLASS 5 : (0725 hrs - 1315 hrs) Monday-Friday
 - CLASS 6-8 : (0725 hrs - 1315 hrs) Monday-Saturday
 - CLASS 9-10 : (0725 hrs - 1330 hrs) Monday-Saturday
2. Every Vidya Vikas Academy pupil is proud of his / her school and contributes to the high standards and tone of the school by his / her manners and deportment.
3. Pupils should report to the school authorities / Class Teacher of any damage done to School property.
4. The School will take all precautions for the security of the pupils and their belongings on campus but cannot be held responsible for books, cash and other articles lost by the pupils in school.
5. On serious medical grounds, certified by the family physician, a pupil may be granted an exemption from P.E. / Games. These pupils are required to report to the Librarian and spend their time profitably, reading in the library.
6. No fines may be levied or collections made without the permission of the Principal.
7. **No gifts may be given to the staff.**
8. **Birthdays of children will not be celebrated in school - however a single sweet may be distributed and pupils use their school uniform.**
9. Apart from National & International Days mentioned in the diary, no other days may be celebrated in school, such activities as, Friendship Day, Carnival etc.
10. Pupils may leave school during school hours only if escorted by the parent / guardian and with the sanction of the Principal who will attest the entry made by the parent in the School Handbook. The Movement Register would have to be signed by the person taking the pupil home. The School handbook will be stamped by the office.
11. Pupils using the computers should not use the internet unless supervised by the staff.
12. In case of accidents in the school first aid will be administered and the parents will be contacted immediately. If serious, requiring immediate medical attention, the parents will be contacted and the pupil will be taken to hospital. The school cannot be held responsible for such accidents.
13. The school shall take every precaution for the safety and well-being of the pupils when out on excursions, field trips, camps and tours but cannot be held responsible or liable in case of an accident or unforeseen happening.
14. Parents are requested to diligently follow the traffic management rules, which are framed by the school from time to time, in order to regulate the movement of the internal campus traffic.

SCHOOL HOUSE SYSTEM

Pupils are grouped house-wise to foster a healthy competitive spirit in all fields, curricular and co-curricular.

There are four houses

| HOUSE | COLOUR | SYMBOL | IDEAL |
|--------------|---------------|---------------|--------------|
| Vivekananda | Red | Lamp | Bhakti |
| Gandhi | Blue | Dove | Shanti |
| Tagore | Green | Tree | Pragati |
| Raman | Yellow | Flame | Jyoti |

House Points are allotted for various activities and the winning house receives the **BEST HOUSE OF THE YEAR TROPHY**.

Scheme of Examination / Assessment for the year 2023-2024

I. Class 1 to 5

- * No term examinations will be held for classes 1 & 2.
 - * Weightage for final assessment : Classes 1 - 2
 - a) First Term : 25% of E1 and 25% of E2 - Total 50% - (A)
 - b) Second Term : 25% of E3 and 25% of E4 - Total 50% - (B)
 - c) Final Results : 50% of the 1st Term + 50% of the 2nd Term
(A+B) = Total 100%.
 - * The academic year 2023 - 2024 will be divided into two terms and examinations will be held at the end of each term (Classes 3 - 5).
 - * Weightage for final assessment : Classes 3 - 5
 - a) First Term : 10% of E1, 10% of E2 & 30 % of Term 1 - Total 50% - (A)
 - b) Second Term : 10% of E3, 10% of E4 & 30 % of Term 2 - Total 50% - (B)
 - c) Final Results : 50% of the 1st Term + 50% of the 2nd Term
(A + B) = Total 100%
- Class 3 : Term examinations will be of 20 marks each.
Classes 4 & 5 : Term examination will be 40 marks each.

● Schedule for Assessment (Classes 1 to 5)

| Assessment | Classes | Date |
|----------------------|-----------------|---|
| Evaluation 1 (E1) | 1 - 2, 3 - 5 | June 5, 2023 - August 25, 2023 |
| Evaluation 2 (E2) | 1 - 2, 3 - 5 | August 28, 2023 - November 8, 2023 August 28, 2023 -October 29, 2023 |
| Term 1 | 3-5, | October 30, 2023 - November 8, 2023 |
| Evaluation 3 (E3) | 1 - 2, 3 - 5 | November 27, 2023 -January 26, 2024 |
| Evaluation 4 (E4) | 1 - 2, 3 - 5 | January 29, 2024 - April 5, 2024 January 29, 2024 -March 26, 2024 |
| Term 2 | 3-5, | Apr-24 |

- Students scoring 33% and above in all subject and in the aggregate will qualify for promotion to the next class.
- The following 9 point Grading system will be followed for all Exams (Class 1 - 5)

| Marks Range | Grade | Grade Point |
|-------------|-------|-------------|
| 91 - 100 | A1 | 10.0 |
| 81 - 90 | A2 | 9.0 |
| 71 - 80 | B1 | 8.0 |
| 61 - 70 | B2 | 7.0 |
| 51 - 60 | C1 | 6.0 |
| 41 - 50 | C2 | 5.0 |
| 33 - 40 | D | 4.0 |
| 21 - 32 | E1 | |
| 0 - 20 | E2 | |

II. Class 6 to 8

Classes 6 to 8 will have two term examinations and two periodic tests, which will be school based.

Weightage for Assessment : Classes 6 - 8

- a) First Term : 80 marks for half yearly exam
20 marks Periodic Assessment
Written exam of 80 marks with syllabus covered till announcement of half yearly exam dates.
- b) Second Term : 80 marks for half yearly exam
20 marks Periodic Assessment
Written exam of 80 marks with syllabus coverage as below :
- Class VI : 10% of 1st term covering significant topics + entire syllabus of 2nd term
 - Class VII : 20% of 1st term covering significant topics + entire syllabus of 2nd term
 - Class VIII : 30% of 1st term covering significant topics + entire syllabus of 2nd term
- **Periodic / Internal Assessment of 20 marks**
Periodic Test 20 marks with syllabus covered till announcement of test dates, which will be reduced to 10 marks.
 - Note book submission 5 marks at term end
Rubrics (Punctuality - 2 marks, Completion - 2 marks, Neatness - 1 mark = Total - 5 marks)
 - Subject enrichment 5 marks at term end.
 - Students scoring 33% and above each subject and in the aggregate will qualify for promotion to the next class.
 - Passing of final examination / Supplementary examination is mandatory for promotion to Class 9

Grading Scale for Scholastic Areas (VI - VIII)
(School will award grades as per the following grading scale)

| MARKS RANGE | GRADE |
|--------------------|-----------------------|
| 91 - 100 | A1 |
| 81 - 90 | A2 |
| 71 - 80 | B1 |
| 61 - 70 | B2 |
| 51 - 60 | C1 |
| 41 - 50 | C2 |
| 33 - 40 | D |
| 32 & BELOW | E (Needs Improvement) |

Scheme of Examinations and Evaluation /
Assessment for the year 2023 - 2024
Class 9 & 10

III.

| BOARD EXAMINATION / YEAR END EXAMINATION | | | |
|---|----------------------------|--------------|--|
| MAXIMUM MARKS | INTERNAL ASSESSMENT | TOTAL | |
| 80 | 20 | 100 | * Students have to secure a minimum of 33% marks for passing in each subject. * Students have to secure 33% marks out of 20 marks of internal assessment in each subject. |

| | |
|---|-----------------|
| *For Classes 9 and 10, entire syllabus will be assessed | 80 MARKS |
| *For Classes 10, (half yearly exam, prelims) and for class 9 (half yearly exam) are preparatory exams and will not have weightage for the final exam. | |

| | INTERNAL ASSESSMENT (20 MARKS) | WEIGHTAGE OF ASSESSMENT |
|----------------------------|--|--------------------------------|
| TYPES OF ASSESSMENT | PERIODIC ASSESSMENT | |
| | 1) PEN AND PAPER TEST | 5 MARKS |
| | 2) MULTIPLE ASSESSMENT Strategies to be used (Quizzes, oral tests, concept map, exit card, visual expressions etc.) | 5 MARKS |
| | 3) PORTFOLIO (Classwork plus peer assessment, self assessment, achievements of students in the subject, reflections, narrations, journals, etc.) | 5 MARKS |
| | 4) SUBJECT ENRICHMENT (Practical work for Science, lab work for mathematics, project work for Social Science, Listening & Speaking skills for English / Language etc.) | 5 MARKS |

● **Grading scale for Scholastic Areas (Class 9)**

| Grading Scale for Scholastic Areas (Class - IX) | |
|---|--------------|
| (School will award grades as per the following grading scale) | |
| MARKS RANGE | GRADE |
| 91 - 100 | A1 |
| 81 - 90 | A2 |
| 71 - 80 | B1 |
| 61 - 70 | B2 |
| 51 - 60 | C1 |
| 41 - 50 | C2 |
| 33 - 40 | D |
| 32 & BELOW | E (Failed) |

* Passing of Final examination / Supplementary examination is mandatory for promotion to Class 10.

4. Attendance for all tests for all classes from 1 to 10 is compulsory. No retest will be conducted.

5. Students found using unfair means during any Tests or Term exams will be marked zero in that subject. No retest will be held for such students. These students will not be eligible for any academic award.

6. Report card once issued will not be issued again.

LIBRARY

1. Silence is to be maintained in the library at all times.
2. The school has a well - equipped library with a balanced collection of books on subjects prescribed for study and a reference section with encyclopedias and books on general knowledge as well as books for reading pleasure.
3. **PUPILS ARE ADVISED TO CULTIVATE THE HABIT OF READING.**
4. All books must be handled with care.
5. Pupils of Nursery to 12 will be issued books for reading at home.
6. Books will be issued once a week, on the scheduled day.
7. Books must be returned on the due date.
8. Pupils should read with understanding. All books read should be entered in the Library Reading record of this calendar.
9. Pupils should not write in the books borrowed or tear out pages. Check the book as soon as it is issued to you and report any damage to the teacher / librarian immediately.
10. Parents will have to pay for books damaged / destroyed or lost by the pupils.
11. The Library is equipped with kindles, which have fiction and reference books uploaded and can be browsed by the pupils of Classes 5 to 12
12. Pupils of Nursery to class 12 have access to school online library, where reference and fiction book are uploaded monthly

LIBRARY HOURS

The School Library will be open upto 15:15 hrs (Monday to Saturday) to give our pupils the time and opportunity to enrich their thoughts, ideas, knowledge, vocabulary and writing styles while enjoying many hours lost in the fascinating world of books.

SCHOOL MAGAZINE

Vidya Varsha, our school magazine gives the pupils an opportunity to explore the literary world and develop creativity in writing. Pupils are encouraged to send in their **original contributions** in the form of short stories, articles, reports and other literary works.

Parents must ensure that the work has been done by the child.

The school also encourages the pupils to submit articles and drawings of an exceptionally high standard which will be forwarded to childrens magazine / periodicals / news paper for publications if approved by them.

**H.M.N. GAUNEKAR GOLD MEDAL & RAMNATH KARE
SCHOLARSHIP AWARDEES - ICSE EXAMINATION**

| Year | Pupil | Percentage |
|------|-----------------------|------------|
| 2006 | Sanmit Keni | 66.13 |
| 2007 | Muthaib Mohammed | 85.00 |
| 2008 | Shafalee Pai Vernakar | 96.16* |
| 2009 | Suhail Khan | 91.42 |
| 2010 | Nidhi Angle | 94.57 |
| 2011 | Vaibhavi Prabhudessai | 96.14* |
| 2012 | Valeska Faleiro | 94.7 |
| 2013 | Karthika Pai Vernekar | 94.3 |
| 2014 | Kenneth Da Silva | 96.16 |

* All Goa Highest

**H.M.N. GAUNEKAR GOLD MEDAL & RAMNATH KARE
SCHOLARSHIP AWARDEES - CBSE EXAMINATION**

| Year | Pupil | Cumulative Grade Point |
|------|---------------------|------------------------|
| 2015 | Lyse Ann Fernandes | 10 |
| 2016 | Amanda Dias | 10 |
| 2017 | Shruti Chaturvedi | 10 |
| | Sheldon Mascarenhas | 10 |

| Year | Pupil | Percentage |
|------|-----------------------|------------|
| 2018 | Zara Dias | 97.20* |
| 2019 | Elisheba Gonsalves | 97.40 |
| 2020 | Ojaswi Phaldessai | 98.04 |
| 2021 | Walusha Ann Fernandes | 97.40 |
| 2022 | Durva Talaulikar | 98.40 |
| 2023 | Lavanya Borkar | 99.60* |

* All Goa Highest

Co-Curricular Activities – 2023 – 2024

| Month | Class | Activity |
|-----------|-------|---|
| June | 1-5 | Aqua Magic (Collage of Marine Life) |
| | 6-8 | World Env't. Day - Quiz |
| | 9-10 | Talk De Bait (Debate) |
| July | 1-5 | Extempore : My favourite Toy <small>(Each Child brings their favourite toy and speaks about it)</small> |
| | 6-8 | You Own It Song writing & Composing |
| | 9-10 | The Beat Goes on (Jingle Making) |
| August | 1-5 | Melody Magic (Singing) |
| | 6-8 | Chef At Work (Salad Making) |
| | 9-10 | MUN |
| September | 1-5 | Little Chef : Salad Making (cooking without fire) |
| | 6-8 | Pose & Click (Pet / Food Photography) |
| | 9-10 | The Picture Patch (Photography Competition) |
| October | 1-5 | Puzzle Mania |
| | 6-8 | } Term 1 Evaluations |
| | 9-10 | |
| November | 1-5 | Term 1 Evaluations |
| | 6-8 | Speech Weavers (Famous Personalities) |
| | 9-10 | Mock Parliament |
| December | 1-5 | Design & Decorate your own Christmas symbol |
| | 6-8 | Word Busters (Spelling Contest) |
| | 9-10 | Lantern Making (using eco-friendly material) |
| January | 1-5 | Solo Dance |
| | 6-8 | Know Your Author (Literary Quiz) |
| | 9 | Pour Your Thoughts (Poem Writing) |
| February | 1-5 | Spell O Check |
| | 6-8 | Brand Storm (Advertisement Writing / enacting) |
| | 9 | Incredible India (Dance Competition) |
| March | 1-5 | Poem Recitation |
| | 6-7 | Snap Chat (Extempore) |
| April | 9-10 | Spelldown (Spelling Competition) |

CLASS FIELD TRIPS 2023-2024

| Class | Term | Place of Visit |
|---------|------|--|
| Nursery | 1 | Margao Darshan |
| | 2 | Sunset Beach |
| Jr. KG | 1 | SGPDA Market |
| | 2 | Sunset Beach |
| Sr. KG | 1 | Fire Station |
| | 2 | Sunset Beach |
| 1ABC | 1 | Mardol Aquarium - Verna |
| | 2 | Pastry Palace Corlim |
| 2ABC | 1 | District Library - Navelim |
| | 2 | Cotigao Wildlife Sanctuary |
| 3ABC | 1 | Bondla Zoo - Usgao |
| | 2 | Mongini's Factory |
| 4ABC | 1 | Goa Science Center - Miramar |
| | 2 | Big Foot -Loutolim |
| 5ABC | 1 | San Thome Museum. Varca |
| | 2 | Tambde Surla - Netravali |
| 6ABC | 1 | Reis Magos Fort - Verem |
| | 2 | Menezes Braganza House Chandor |
| 7ABC | 1 | Selaulim Dam |
| | 2 | Garca Branca, Loutolim |
| 8ABC | 1 | As Per the career interest of students |
| | 2 | As Per the career interest of students |
| 9ABC | 1 | As Per the career interest of students |
| | 2 | As Per the career interest of students |
| 10ABC | 1 | As Per the career interest of students |
| | 2 | As Per the career interest of students |

Diary of Pre-Primary Events 2023 – 2024

| MONTHS | EVENTS |
|-----------|---|
| June | <ul style="list-style-type: none"> ● Parent Orientation Meeting ● Phonic Session ● NSBD: Funky fun/Crazy hair day ● <u>Special Assembly on:</u> <ul style="list-style-type: none"> ➤ World Music Day ➤ Bakri Eid |
| July | <ul style="list-style-type: none"> ● NSBD: Mushroom ● <u>Special Assembly on:</u> <ul style="list-style-type: none"> ➤ School Anniversary ➤ Van Mahotsav ➤ Monsoon Mania |
| August | <ul style="list-style-type: none"> ● NSBD: Festive floral ● <u>Special Assembly on:</u> <ul style="list-style-type: none"> ➤ Raksha Bandhan ➤ Independence Day ➤ Onam |
| September | <ul style="list-style-type: none"> ● NSBD: Chase the Rainbow ● <u>Special Assembly on:</u> <ul style="list-style-type: none"> ➤ Teacher’s Day ➤ Janmashtami ➤ Rainbow Day ➤ Ganesh Chaturthi |
| October | <ul style="list-style-type: none"> ● NSBD: Farmer’s fest (fruit and veggie) ● <u>Special Assembly on:</u> <ul style="list-style-type: none"> ➤ Gandhi Jayanti ➤ Dussehra ➤ Grandparent’s Day |
| November | <ul style="list-style-type: none"> ● Sports Festival ● <u>Special Assembly on:</u> <ul style="list-style-type: none"> ➤ Diwali ➤ Children’s Day |

| MONTHS | EVENTS |
|---------------|--|
| December | <ul style="list-style-type: none"> ● NSBD: Mushroom ● <u>Special Assembly on :</u> <ul style="list-style-type: none"> ➤ Feast of St. Francis Xavier ➤ Hanuman Right Day ➤ Goa Liberation Day ➤ Christmas and New Year |
| January | <ul style="list-style-type: none"> ● Talent Day ● NSBD: Toyland ● <u>Special Assembly on :</u> <ul style="list-style-type: none"> ➤ Lohri ➤ Pongal ➤ Makar Sankranti ➤ Republic Day |
| February | <ul style="list-style-type: none"> ● Excursion to the beach for all classes ● NSBD: Fabulous Feb ● <u>Special Assembly on :</u> <ul style="list-style-type: none"> ➤ Carnival ➤ National Science Day |
| March | <ul style="list-style-type: none"> ● Appreciation cum Graduation Day ● NSBD: Here comes the sun ● <u>Special Assembly on</u> <ul style="list-style-type: none"> ➤ Holi ➤ Baisakhi ➤ Summer Break |

NSBD=No School Bag Day

Parents are requested to read this page with their child and sign the Honor Code.

Vidya Vikas Academy is committed to the development of self-motivated, life-long learners in a safe, supportive environment. Our standards of excellence in scholarship, character development and citizenship prepare our pupils to function as effective, global citizens in a constantly changing world.

HONOUR CODE

As an honorable pupil of Vidya Vikas Academy, I shall display my best behaviour in class, on the school grounds, school campus and everywhere I go. I shall respect the property of the school as well as that of others. I shall obey the school rules and not act in a way that is offensive to any person. I shall not behave in a manner that will disappoint my parents and teachers or bring discredit to my family and school.

I, along with my parents, have read and understood the rules and regulations in the School Handbook and I accept full responsibility for my behaviour and actions.

Signature of Pupil

Witnessed by :

Signature of Mother

Signature of Father

Date : _____

Diary of Activities

1. This contains information about School Programmes, Evaluation Schedule, Activities, Holidays, Vacations.
2. **NIWD** = Non Instructional Working Day
3. **Vacation Periods:**

Ganesh Break:

Monday 18th September, 2023 to Sunday, 24th September 2023

Diwali Break:

Saturday, 11th November, 2023 to Sunday 26th November, 2023

Winter Break:

Monday, 25th December, 2023 to Tuesday, 2nd January, 2024

Summer Break:

Pre Primary : April 06, 2024 to June 04, 2024

Class 1 & 2 : April 06, 2024 to June 03, 2024

Class 3 to 7: April 09, 2024 to June 03, 2024

Class 9 & 10: April 30, 2024 to June 03, 2024

New Academic Year Commences:

Tuesday, 04th June, 2024

June 2023

| | | |
|-----|----|--|
| Thu | 1 | Training Sessions |
| Fri | 2 | Training Sessions |
| Sat | 3 | Orientalions for Teachers |
| Sun | 4 | |
| Mon | 5 | School Re-Opens |
| Tue | 6 | |
| Wed | 7 | |
| Thu | 8 | World Environment Day-- Special Assembly |
| Fri | 9 | Thanksgiving |
| Sat | 10 | Second Saturday - Holiday |
| Sun | 11 | |
| Mon | 12 | |
| Tue | 13 | |
| Wed | 14 | |
| Thu | 15 | |
| Fri | 16 | Orientation for Parents-- Class 10 |
| Sat | 17 | Orientation for Parents-- Class 9 |
| Sun | 18 | |
| Mon | 19 | Orientation for Parents-- Class 8 / Goa Revolution (18th June) Special Assembly |
| Tue | 20 | Orientation for Parents-- Class 7 |
| Wed | 21 | International Music Day - Special Assembly / International Yoga Day - Special Programme/Assembly |
| Thu | 22 | Orientation for Parents -- Class 6 |
| Fri | 23 | Orientation for Parents -- Class 5 |
| Sat | 24 | Orientation for Parents -- Pre Primary |
| Sun | 25 | |
| Mon | 26 | Orientation for Parents -- Class 4 |
| Tue | 27 | Orientation for Parents -- Class 3 |
| Wed | 28 | Orientation for Parents -- Class 2 |
| Thu | 29 | Bakri Eid |
| Fri | 30 | Orientation for Parents -- Class 1 |
| | | |

July 2023

| | | |
|-----|----|---|
| Sat | 1 | |
| Sun | 2 | |
| Mon | 3 | School Anniversary- Special Programme./ Guru Purnima - Special Assembly |
| Tue | 4 | |
| Wed | 5 | |
| Thu | 6 | |
| Fri | 7 | Vanmahotsav - Special Programme / Assembly |
| Sat | 8 | Second Saturday - Holiday |
| Sun | 9 | |
| Mon | 10 | |
| Tue | 11 | |
| Wed | 12 | |
| Thu | 13 | |
| Fri | 14 | |
| Sat | 15 | Faculty Meeting |
| Sun | 16 | |
| Mon | 17 | Periodic Test 1 - Class 9 & 10 Begins |
| Tue | 18 | |
| Wed | 19 | |
| Thu | 20 | |
| Fri | 21 | Periodic Test 1 - Class 9 & 10 Ends |
| Sat | 22 | |
| Sun | 23 | |
| Mon | 24 | |
| Tue | 25 | |
| Wed | 26 | |
| Thu | 27 | |
| Fri | 28 | |
| Sat | 29 | OPEN HOUSE |
| Sun | 30 | |
| Mon | 31 | |

August 2023

| | | |
|-----|----|--|
| Tue | 1 | |
| Wed | 2 | |
| Thu | 3 | |
| Fri | 4 | |
| Sat | 5 | |
| Sun | 6 | |
| Mon | 7 | National Handloom Day - Special Assembly |
| Tue | 8 | |
| Wed | 9 | |
| Thu | 10 | |
| Fri | 11 | |
| Sat | 12 | Second Saturday - Holiday |
| Sun | 13 | |
| Mon | 14 | |
| Tue | 15 | Independence Day - NIWD |
| Wed | 16 | Periodic Test 1 - Class 6 to 8 Begins |
| Thu | 17 | |
| Fri | 18 | |
| Sat | 19 | World Photography Day - Special Assembly |
| Sun | 20 | |
| Mon | 21 | |
| Tue | 22 | Periodic Test 1 - Class 6 to 8 Ends |
| Wed | 23 | |
| Thu | 24 | |
| Fri | 25 | |
| Sat | 26 | Faculty Meeting |
| Sun | 27 | |
| Mon | 28 | |
| Tue | 29 | National Sports Day - Special Assembly |
| Wed | 30 | |
| Thu | 31 | |

September 2023

| | | |
|-----|----|--|
| Fri | 1 | |
| Sat | 2 | OPEN HOUSE |
| Sun | 3 | |
| Mon | 4 | |
| Tue | 5 | Teacher's Day |
| Wed | 6 | |
| Thu | 7 | |
| Fri | 8 | Periodic Test 2 - Class 9 & 10 Begins |
| Sat | 9 | Second Saturday - Holiday |
| Sun | 10 | |
| Mon | 11 | Periodic Test 2 - Class 9 & 10 Begins |
| Tue | 12 | |
| Wed | 13 | |
| Thu | 14 | Hindi Diwas - Special Programme / Assembly Periodic Test 2-9 & 10 Ends / World Ozones Day - Special Assembly |
| Fri | 15 | |
| Sat | 16 | Annual Awards Day |
| Sun | 17 | |
| Mon | 18 | Ganesh Chaturthi - Festival break begins |
| Tue | 19 | |
| Wed | 20 | |
| Thu | 21 | |
| Fri | 22 | |
| Sat | 23 | |
| Sun | 24 | |
| Mon | 25 | School Reopens |
| Tue | 26 | |
| Wed | 27 | World Gratitude Day - Special Assembly |
| Thu | 28 | |
| Fri | 29 | |
| Sat | 30 | World Translation Day - Special Assembly |
| | | |

October 2023

| | | |
|-----|----|-------------------------------------|
| Sun | 1 | |
| Mon | 2 | |
| Tue | 3 | Gandhi Jayanti - Assembly |
| Wed | 4 | World Elders Day - Special Assembly |
| Thu | 5 | |
| Fri | 6 | |
| Sat | 7 | |
| Sun | 8 | |
| Mon | 9 | |
| Tue | 10 | |
| Wed | 11 | |
| Thu | 12 | |
| Fri | 13 | |
| Sat | 14 | Second Saturday - Holiday |
| Sun | 15 | |
| Mon | 16 | |
| Tue | 17 | |
| Wed | 18 | |
| Thu | 19 | |
| Fri | 20 | |
| Sat | 21 | OPEN HOUSE |
| Sun | 22 | |
| Mon | 23 | |
| Tue | 24 | Dusshera - Holiday |
| Wed | 25 | Class 9 & 10 Mid term begins |
| Thu | 26 | |
| Fri | 27 | Class 6 - 8 - Term 1 begins |
| Sat | 28 | FACULTY MEETING |
| Sun | 29 | |
| Mon | 30 | Class 3 - 5 Term 1 begins |
| Tue | 31 | |

November 2023

| | | |
|-----|----|--|
| Wed | 1 | |
| Thu | 2 | |
| Fri | 3 | |
| Sat | 4 | |
| Sun | 5 | |
| Mon | 6 | |
| Tue | 7 | |
| Wed | 8 | Class 3-10 Term 1/ Mid Term ends |
| Thu | 9 | Children's Day for Classes PP to 5 |
| Fri | 10 | Children's Day for Classes 6 to 12 |
| Sat | 11 | Diwali Break begins |
| Sun | 12 | |
| Mon | 13 | |
| Tue | 14 | |
| Wed | 15 | Extra classes 9/10 |
| Thu | 16 | Extra classes 9/10 |
| Fri | 17 | Extra classes 9/10 |
| Sat | 18 | Extra classes 9/10 |
| Sun | 19 | |
| Mon | 20 | |
| Tue | 21 | |
| Wed | 22 | |
| Thu | 23 | |
| Fri | 24 | |
| Sat | 25 | |
| Sun | 26 | |
| Mon | 27 | |
| Tue | 28 | School Re-Opens |
| Wed | 29 | Constitution Day - Special Assembly |
| Thu | 30 | |
| | | International Computer Security Day - Special Assembly |

December 2023

| | | |
|-----|----|--|
| Fri | 1 | |
| Sat | 2 | Pre Primary Sports Festival / OPEN HOUSE |
| Sun | 3 | |
| Mon | 4 | Feast of St. Francis Xavier - Holiday |
| Tue | 5 | |
| Wed | 6 | |
| Thu | 7 | Indian Navy Day- Special Assembly |
| Fri | 8 | Margao Feast - Holiday |
| Sat | 9 | Second Saturday - Holiday |
| Sun | 10 | |
| Mon | 11 | Human Rights Day - Special Assembly |
| Tue | 12 | |
| Wed | 13 | |
| Thu | 14 | |
| Fri | 15 | |
| Sat | 16 | Annual Athletic Meet |
| Sun | 17 | |
| Mon | 18 | Periodic Test 3 - Class 10 begin |
| Tue | 19 | Goa Liberation Day - NIWD/Sneha Dhara - Daan Utsav |
| Wed | 20 | |
| Thu | 21 | |
| Fri | 22 | National Mathematics Day |
| Sat | 23 | Periodic Test 3 - Class 10 end |
| Sun | 24 | |
| Mon | 25 | Christmas Break begins |
| Tue | 26 | |
| Wed | 27 | |
| Thu | 28 | |
| Fri | 29 | Extra Classes - 9/10 |
| Sat | 30 | Extra Classes - 9/10 |
| SUN | 31 | |

January 2024

| | | |
|-----|----|--------------------------------|
| Mon | 1 | |
| Tue | 2 | |
| Wed | 3 | School Re-Opens |
| Thu | 4 | |
| Fri | 5 | Class 10 - Pre Board 1 Begins |
| Sat | 6 | |
| Sun | 7 | |
| Mon | 8 | |
| Tue | 9 | |
| Wed | 10 | |
| Thu | 11 | |
| Fri | 12 | |
| Sat | 13 | Second Saturday - Holiday |
| Sun | 14 | |
| Mon | 15 | Army Day - Special Assembly |
| Tue | 16 | |
| Wed | 17 | |
| Thu | 18 | |
| Fri | 19 | Class 10 - Pre Board I Ends |
| Sat | 20 | Pre Primary Talent Day |
| Sun | 21 | |
| Mon | 22 | |
| Tue | 23 | |
| Wed | 24 | National Girl Child Day |
| Thu | 25 | |
| Fri | 26 | Republic Day - NIWD |
| Sat | 27 | Faculty Meeting |
| Sun | 28 | |
| Mon | 29 | Class 10 - Pre Board 2 Begins |
| Tue | 30 | Martyrs Day - Special Assembly |
| Wed | 31 | |

February 2024

| | | |
|-----|----|--|
| Thu | 1 | |
| Fri | 2 | |
| Sat | 3 | OPEN HOUSE |
| Sun | 4 | |
| Mon | 5 | Periodic Test 2 - Class 6 to 8/ Periodic Test 3 - Class 9 Begins |
| Tue | 6 | Pre Board 2 Ends |
| Wed | 7 | |
| Thu | 8 | |
| Fri | 9 | Periodic Test 3 - class 9 Ends |
| Sat | 10 | Second Saturday |
| Sun | 11 | |
| Mon | 12 | Periodic Test 2-Class 6-8 Ends |
| Tue | 13 | |
| Wed | 14 | |
| Thu | 15 | |
| Fri | 16 | |
| Sat | 17 | |
| Sun | 18 | |
| Mon | 19 | World Day of Social Justice -Special Assembly |
| Tue | 20 | |
| Wed | 21 | |
| Thu | 22 | |
| Fri | 23 | |
| Sat | 24 | |
| Sun | 25 | |
| Mon | 26 | |
| Tue | 27 | |
| Wed | 28 | National Science Day- Special Programme |
| Thu | 29 | |

March 2024

| | | |
|-----|----|---|
| Fri | 1 | |
| Sat | 2 | |
| Sun | 3 | |
| Mon | 4 | National Safety Day - Special Assembly |
| Tue | 5 | |
| Wed | 6 | |
| Thu | 7 | |
| Fri | 8 | Mahashivratri - Holiday |
| Sat | 9 | Second Saturday - Holiday |
| Sun | 10 | |
| Mon | 11 | |
| Tue | 12 | |
| Wed | 13 | |
| Thu | 14 | |
| Fri | 15 | Annual Exam Class 9 / Term 2 Class 8 Begins |
| Sat | 16 | |
| Sun | 17 | |
| Mon | 18 | |
| Tue | 19 | |
| Wed | 20 | |
| Thu | 21 | International Day of Happiness - Special Assembly |
| Fri | 22 | |
| Sat | 23 | Pre Primary Annual cum Graduation Day |
| Sun | 24 | |
| Mon | 25 | Holi - Holiday |
| Tue | 26 | Class 6 & 7 Term 2 Begins |
| Wed | 27 | Class 3-5 Term 2 Begins / Annual Exam Class 9 / Term 2 Class 8 Ends |
| Thu | 28 | |
| Fri | 29 | Good Friday - Holiday |
| Sat | 30 | |
| Sun | 31 | |

April 2024

| | | |
|-----|----|---|
| Mon | 1 | Class commences for 9 & 10 |
| Tue | 2 | Autism Awareness Day - Special Programme |
| Wed | 3 | |
| Thu | 4 | |
| Fri | 5 | Last Working Day Classes 1 to 2 |
| Sat | 6 | |
| Sun | 7 | |
| Mon | 8 | Last Working Day Classes 3 to 7 / World Health Day - Special Assembly |
| Tue | 9 | Gudi Padwa - Holiday |
| Wed | 10 | |
| Thu | 11 | |
| Fri | 12 | |
| Sat | 13 | Second Saturday - Holiday |
| Sun | 14 | Ambedker Jayanti -Holiday |
| Mon | 15 | Summer camp begins - Pre Primary to Class 7 |
| Tue | 16 | |
| Wed | 17 | |
| Thu | 18 | |
| Fri | 19 | |
| Sat | 20 | |
| Sun | 21 | |
| Mon | 22 | |
| Tue | 23 | World Book Day- Special Assembly |
| Wed | 24 | |
| Thu | 25 | |
| Fri | 26 | |
| Sat | 27 | Summer Camp Ends - Pre Primary to Class 7 |
| Sun | 28 | |
| Mon | 29 | Last Working Day for Class 9 & 10 |
| Tue | 30 | Progress Report - Classes Pre Primary to Class 9 |

School Reopens on 4th June, 2024

Staff Orientation on 1st & 3rd June 2024

*Adventure Camp - Class 1 & 2

*Beach Sports - Class 3 & 4

*Leadership Camp - Class 5

* Educational Tour - Class 6, 7 & 8

* To be announced later.

* Kindly Note the Schedule provided is tentative and may vary as per the decision of the School Administration.

TEACHER'S REMARKS

| Date | Remarks | Teacher's Signature | Signature of Parent / Guardian |
|------|---------|------------------------|--------------------------------------|
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RECORD OF BOOKS READ DURING THE YEAR

| Sr. No. | Title & Author of the Book | Date of issue | Librarian's/ Teacher's Signature |
|---------|----------------------------|---------------|--|
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ISSUE OF A GATE PASS

(For pupils who go home unescorted at the end of class each day)

1. Parents should fill in and sign the request to permit their child to leave school, unescorted, after class.
2. The school is not responsible for pupils once they have left the gate at the request of the parents.
3. Parents should inform their children to show the Gate Pass to the Security Staff or School Leaders on duty, at the gate, before leaving the school.

Request for Gate Pass

Kindly permit my son / daughter, Master / Miss _____
of Class _____ to leave school, unescorted, after class, everyday.

Name of the Parent

Signature of the Parents

GATE PASS

Master / Miss _____ of Class _____

is hereby permitted to leave school, unescorted, after class, everyday, as requested for above, by the parents.

Date _____

Signature of Principal / Vice Principal

MY INDIA



National Symbol

Ashok Chakra

National Flag

Tricolour Flag

National Currency

Rupee

National Sports

Hockey

National Flower

Lotus

National Fruit

Mango

National Animal

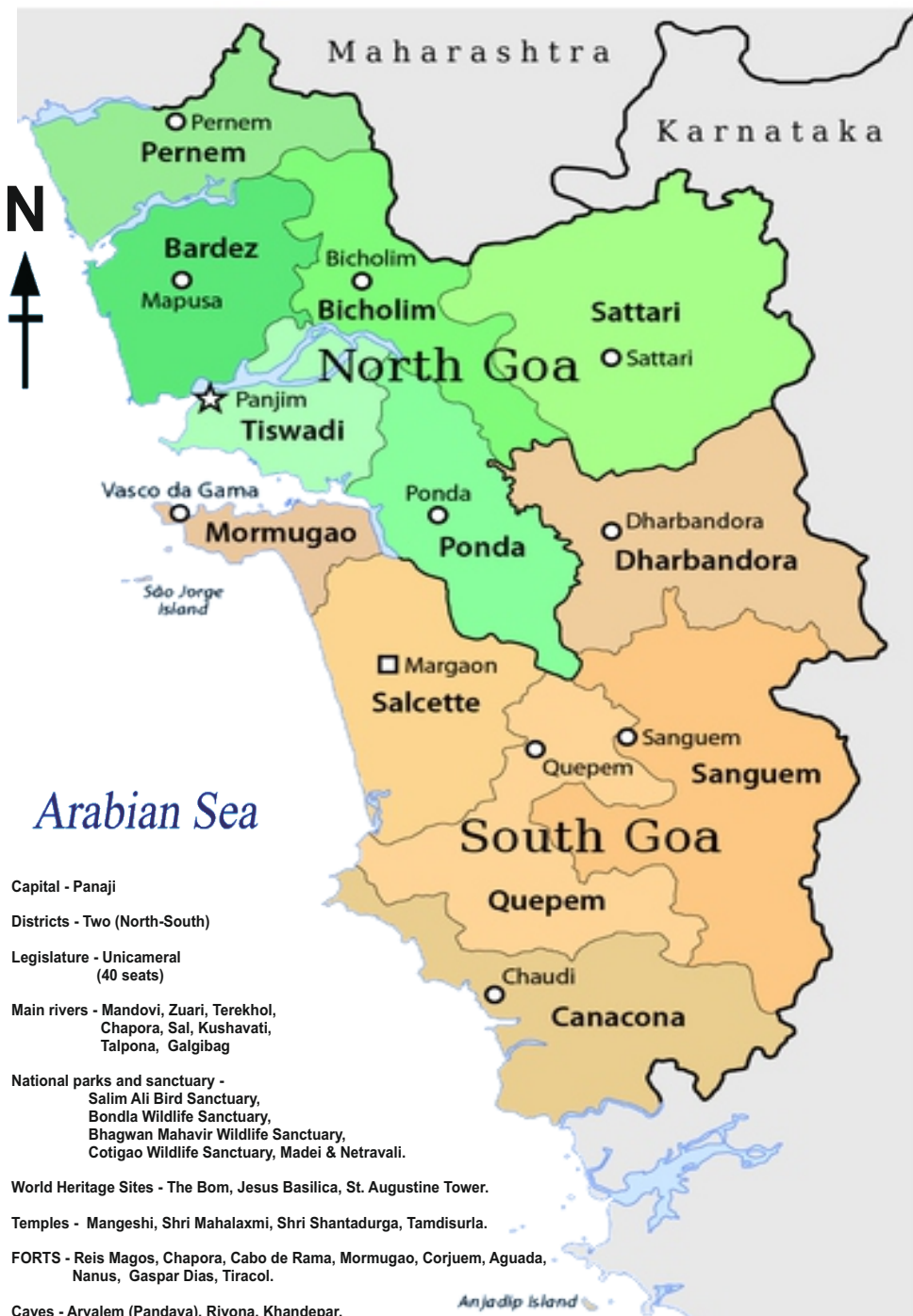
Tiger

National Bird

Peacock

National Aquatic Animal

Dolphin



PARENTS, HELP YOUR CHILDREN TO BE HAPPY AT SCHOOL.

- 1. Please ensure that your child brings this HANDBOOK to class daily.**
- 2. This HANDBOOK serves as a convenient channel of communication between parents and teachers. Please ensure that all communications , queries, leave records, requests for leave etc. are routed through the relevant pages of this handbook.**
- 3. Check this handbook everyday.**
- 4. Ensure that your child completes the work assigned each day.**
- 5. Personal hygiene and deportment, apart from conformity with the prescribed school uniform are essential.**
- 6. Check your child's bag each morning before they leave to ensure that unwanted / undesirable materials are not brought to school.**
- 7. Punctuality, regular attendance, politeness and discipline are a sign of good character.**
- 8. Impress on your children the need to respect themselves and others as well as public property.**
- 9. Teach your children not to be violent or cause physical or emotional pain.**
- 10. Parents may meet the Class Teachers and Subject Teachers as stated on page 4 on this handbook. At any other time, parents may be permitted to meet a teacher only in case of an emergency with the permission of the Principal / Vice Principal.**