



The Oxford School

SENIOR SECONDARY SCHOOL AFFILIATED TO CBSE DELHI

THIRUVANANTHAPURAM - 9

STUDENT'S PLANNER 2021-22



In the name of
ALMIGHTY

the most Beneficent, the most Merciful

SCHOOL DIARY

2021-22



The Oxford School

SENIOR SECONDARY SCHOOL AFFILIATED TO CBSE DELHI
KALLATTUMUKKU, MANACAUD P.O. THIRUVANANTHAPURAM - 9
PHONE : 0471-2457771/2457797/2457798

E-MAIL : info@oxfordtvm.com

Mobile No: 9446057717

www.oxford.edu.in



WORKING SCHEDULE

Working Days -ONLINE

Regular Class : Monday to Friday KG-V
Monday to Saturday VI-XII

Office Timings

Monday - Friday : 08.00 am to 04.00 pm
Saturday : 09.00 am to 01.00 pm

(Second Saturday of the month will be a holiday for the school)

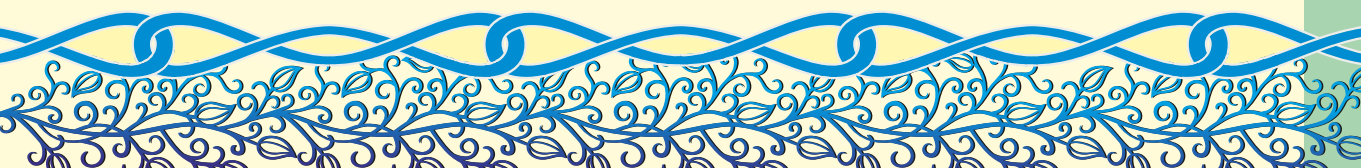
Note:* Students who are advised to attend the remedial session, need to attend the same before or after the regular class hours.

*Intelligence is the ability to
adapt to change.*

-Stephen Hawking

APPOINTMENTS

Principal (with prior appointment)	: 02.00 pm - 04.00 pm
Vice Principal	: 02.30 pm - 03.30 pm
Supervisor's / Sec. Heads	: 03.00 pm - 04.00 pm
Teachers	: During the break time with the permission of the Principal / Vice Principal
Student Counsellor	: During working hours with prior appointment
Other Functionaries	: With permission





FEE POLICY

An itemized statement indicating the details of all applicable fees payable for the full school year is sent to the parents at the beginning of the academic year. Parents have to acknowledge the receipt of this statement by signing the confirmation part of the statement and returning the same to the Class Teacher concerned.

Yearly tuition fee are payable in four installments as follows:

1st installment	Due date is 5th June
2nd installment	Due date is 5th August
3rd installment	Due date is 5th November
4th installment	Due date is 5th January

Fees will be collected on Monday to Friday from **08.00 am to 1.00 pm** and **02.00 pm to 04.00 pm**. (Saturday: **09.00 am to 1.00 pm**)

Failure to pay the fee dues on time entitles the school to collect the entire fees in advance for the next academic year before commencement of classes. Default of fee dues more than three times in a year could result in refusal to admit the student for the next academic year. Notwithstanding the above, a Transfer Certificate (TC) would be issued only after all fee dues are settled with the school.

Parent's Declaration

I have read and understood the above rules and regulations.

Name of Parent / Guardian

Date Signature of Parent / Guardian

Name of the child / ward

Grade Section

Dear Parent,

Praise to the God Almighty

A school is a miniature of the future society. It keeps expanding, evolving and also inspiring the society in a variety of ways. Enormous opportunities for the formation of a child through the atmosphere and he/she is facilitated to use the incoming energy and information in the best possible way. Keeping this in mind, the activities are planned and formulated. The Oxford School is also no exception; in fact, we stand out in the crowd of the ordinary schools in that we educate the child for life.

As we stand on the threshold of the new academic year, we feel proud of the accomplishments that we have gained within this short span of time. The Oxford school has already become the centre of repute and credence owing to its world class infrastructure, plethora of activities, competent faculty and redefined curriculum. The buzzing classrooms with motivated learning situations and interactive methodology provide a congenial atmosphere in developing the social efficiency, personal integrity, team spirit and resourcefulness of the Oxfordians. As we pass the half century mark of Indian Independence, let us remember our responsibility of socializing the child by inculcating in him appropriate values, behavioural patterns and the knowledge so that he adapts himself to a democratic, secular and egalitarian society.

We expect the same support and endorsement from our parents in this endeavour. We ensure you a value based and quality education in a global perspective. May God give us the sagacity and strength to make our each success a significant milestone in our path to excellence.

We expect your wholehearted support in translating our soaring dreams into a living reality.

With the best regards,
Principal



WHO SHOULD I CONSULT WITH

For most of the help that you need, your class teacher will be the first person that you go to, but many of the members of staff have specific duties and at times it will be easier to go directly to these people.

Exam Queries	:	Exam-in-charge
Open House (Parent Evenings)	:	Class Teacher
Uniform/Books/Stationery	:	Store-in-charge
School Fees	:	Accountant/Cashier
Library	:	Librarian
Assembly	:	House Patron/Class Teacher
Guidance & Counselling	:	Student Counsellor
Physical Edn. & Games	:	Physical Edn. Dept.
Magazine	:	Class Teacher
Biology Lab & Equipments	:	Ms. Archana
Physics Lab & Equipments	:	Ms. Rejani J
Chemistry Lab & Equipments	:	Ms. Padmini Madhuraj
Home Science Lab & Equipments	:	Ms. Deepti
Computer Lab & Equipments	:	Ms. Remya Sarah George
Celebration and Events	:	Event Convenors
House wise competitions	:	House Patron

CLUB CONVENORS

Arts & Literary Club (Senior)	:	Ms. Leena
Arts & Literary Club (Junior)	:	Mr. Nandakishore
Health & Wellness Club	:	Mr. Arun Viswanath
AEP Club	:	Ms. Lakshmi C
Cyber Safety Club	:	Ms. Sumina
Heritage & Quiz Club	:	Ms. Renuka
Eco & Science Club	:	Ms. Ruby
Mathematics Club	:	Ms. Saifinisa
		Mr. Amrita
Social Service Club	:	Ms. Nazia
MUN		Mr. Khutubudeen
		Ms. Anoja
Entrepreneur's Club	:	Ms. Lekshmi BM
Anti Narcotic Club	:	Mr. Arun Mohan
Challengers	:	Mr. Sabu
SDG	:	Ms. Usha Tulasidharan



In the name of God, the merciful, the compassionate
All praise to Almighty, who creates
And sustains the world.
His grace is unlimited, His mercy infinite,
Master of the Day of Judgement,
We worship You alone
And to You alone we turn for help.
Guide us on the straight path
The path of those whom You blessed,
Not of those who went astray,
And incurred Your wrath.

SCHOOL SONG

We are on this mission
To be the light of tomorrow
Innocent heart with no thoughts narrow
Serving all with compassion
We are the kids of Oxford.
We are all scattered stars
Still a single aim do we hold
To write a story of kinship untold
Wise of brain and bold of heart
We are the kids of Oxford.
We are the future of our nation
My country and its people
Stand for them against all tension
Build a school of impression
We are the kids of Oxford.

PRAYER BEFORE MEALS

We begin in the name of God the most merciful and the most bountiful. May this food strengthen our body and enliven our life.

PRAYER AFTER MEALS

Oh God. A praise be to you for the food given to us. May all the hungry and needy be blessed with food from your bounty.



Jana-gana-mana adhinayaka, jaya he
Bharata-bhagya-vidhata.
Punjaba-Sindhu-Gujarata-Maratha
Dravida-Utkala-Banga
Vindhya-Himachala-Yamuna-Ganga
Uchchala-jaladhi-taranga.
Tava shubha name jage,
Tava shubha ashisha mage,
Gahe tava jaya gatha.
Jana-gana-mangala-dayaka jaya he
Bharata-bhagya-vidhata.
Jaya he, jaya he, jaya he,
Jaya jaya jaya, jaya he!

MEANING OF THE NATIONAL ANTHEM

Thou are the ruler of the minds of all people,
Dispenser of India's destiny.
Thy name rouses the hearts of Punjab, Sindh,
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 Yamuna and Ganges and is
chanted by the waves of the Indian Sea.
They pray for thy blessings and sing thy praise.
The salvation of all people waits in thy hand,
Thou dispenser of India's destiny,
Victory, victory, victory to thee.

(Our National Anthem, composed originally in Bangla by Rabindranath Tagore, was adopted in its Hindi version by the Constituent Assembly as the National Anthem of India on 24 January 1950.)

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.

Jai Hind

ABOUT THE SCHOOL

- World class infrastructure to meet the challenging demands of the society.
- Salubrious and hygienic environment.
- Techno-savvy atmosphere with multi media teaching technology.
- Well-equipped / Hi-tech class rooms.
- Full-fledged laboratories for language, Science, Maths etc.
- Well spread out sports complex with well maintained swimming pool.
- Well functioning school clinic with regular medical check-ups.
- Multi-dimensional development through multitudinous and extended activities.
- Library arcade and Audio-visual room.
- Career-Aptitude development to provide a system of technical and academic assessment for monitoring and evaluating students' potential.



- Spiritual education and yoga classes to bridge the gap between intellect and emotions.
- Life skills and soft skills to enable the child to face the challenges with a smiling face.
- Deficiency analysis and preparatory classes for promoting individual attention.
- Multifarious co-curricular activities such as Theatre Arts, Vocal music, TOAST Masters, Yoga, Chess, Table Tennis, Badminton, Basket ball, Volley ball, Foot ball etc. for the holistic development of the students.
- Mentor Education to provide scaffolding for student's progress.
- Renowned and competent faculty.
- Kids' Zone with play lab.
- English Reading Programme and ESOL Training to develop communicative and social skills.
- Various club activities to develop the inherent and creative talents of the students.
- Mental Maths

This co-educational institution is run by the renowned Manarul Huda Trust which owns prestigious institutions in India and the Middle East. The school started its academic career from 5th June 2006 with Play School, KinderGarten and Grades from I to VI. Now the school is upgraded to Sr. Secondary and has accorded Minority Status by National Minority Commission in the year 2015. The school is affiliated to the Central Board of Secondary Education (CBSE), New Delhi.

We believe that education is a life long process and must develop from a firm and broad foundation. The goal of education is to instill in the students a love for learning and inculcate in them a desire to excel in every level. We also aim at equipping the students with intellectual and practical skills which are necessary to meet the inevitable challenges

in the future. Education at The Oxford School seeks to provide not only for the intellect, but also for the refinement of the heart and the discipline of the spirit. The Oxford School redefines education beyond mere class room interaction and elaborates the same up to the level of shaping mankind for the progress of the entire society.

In the era of information explosion and expectation explosion, knowledge ceases to be received passively. It is something to be actively discovered. We are concerned not with the preparation of a finished product, but the integrated and dynamic development of the student. What keeps it buoyant is the vision and the prayers of our founders. We have designed a complete education for life, culminating in expert and extensive career guidance.

LOCATION

The Oxford School is located at Kallattumukku, Manacaud in the graceful city of Trivandrum, in Kerala. It is just 3 kms. away from East Fort, the heart of the city. The vast campus includes spacious playground, sports complex, well maintained swimming pool and Kids' park. The serene atmosphere blessed with the charm of natural beauty promotes quality education. The beautiful educational complex in a creative ambience reflects our innovative and global educational concepts.

OUR VISION

The vision is the development of socially responsible, morally upright, emotionally balanced, intellectually competent and personally adjusted citizens of the new millennium who will uphold basic human rights and gender sensitivity and be worthy of heritage of our great Nation and efficient leaders of future.

OUR MISSION

"The Mission of Oxford School, TVM is to work in partnership with students, families & the community to ensure that each student acquires the knowledge, skills & core values necessary to achieve personal success & to enrich the community.



THE SCHOOL MOTTO

'We educate not for school but for life'. Life has become so complex and subject to frequent and rapid modifications that the child has to face novel problematic situations. The education in The Oxford School, with its special emphasis on Life Skills and Personality Development helps the child to get inspiration from the noble past, to live in the dynamic present and to face the challenging future.

INFRASTRUCTURE

The hi-tech infrastructure and the facilities provide a congenial atmosphere and a pleasing environment for the smooth functioning of all spheres of activities-academic, artistic, aesthetic, cultural and physical, for the betterment of the student community. The school building is well designed in accordance with the aspirations and needs of the 21st century which includes modern class rooms, library, reading corner, spacious auditorium with indoor games facilities like table tennis, sports room, art gallery, rumpus room, school clinic, prayer room, art & craft room etc. The school has well equipped Language Lab, Maths Lab, Computer Lab, Science Lab and Audio-Visual Theatre which facilitate more realistic, concrete and dynamic learning experiences. We have a well spread out sports complex on the school premises which provide facilities for all major sports. Indoor hall for shuttle badminton, table tennis and chess, Volley ball court, Full Basket Ball Court with mosaic flooring and cricket field. We also have a well equipped gymnasium and a well maintained swimming pool.

CURRICULUM

Our broad, updated and balanced curriculum includes a wide range of co-curricular activities which help to promote confidence, discipline, team spirit, co-operation, leadership qualities and critical thinking skills of our students. The growing concern over the erosion of essential values and increasing cynicism in the society have brought to focus the need for re-designing the curriculum in order to make education a forceful tool

for the cultivation of social and moral values. Value education classes form an integral part of the ethos of our institution, which aims at the refinement of feeling and the strength and purity of character. Physical Education has a prominent place in our curriculum. Meditation and yoga classes are ingrained within the curriculum to increasingly harmonize and integrate students' thoughts, emotions, motives etc. to unfold his/her inherent mental and psychic abilities.

In short, the curriculum;

- Provides education and experience that inspires love for learning and intellectual vitality.
- Instills competence and confidence in students.
- Makes the children learn best by doing, so the learning process will be totally activity based, process oriented and child centred.
- Fosters the intellectual, physical, emotional, social and cultural growth of students.
- Provides a stimulating environment both inside and outside the classroom.
- Is project based, need based and problem based.
- Makes the students construct knowledge through authentic experience.
- Offers ample scope for extra-co-curricular activities for the betterment of the student community.
- Inculcate values and foster cultural learning & international undertaking in an inter dependent society.
- Promote arts integrated learning.



NOTE TO THE PARENTS

- Ensure that your ward is regular, punctual and well disciplined.
- Make sure that your ward has done his/her assignments on time.
- Acknowledge the communications sent through the planner and check the remark of the teacher daily.
- Avoid meeting wards during class hours.
- Do not send your wards to school if they are medically unfit to attend the class.
- Attend the Open Houses regularly to maintain a close rapport with the school to monitor and evaluate your ward's learning and progress.
- Ensure your whole-hearted participation in all the school functions and workshops conducted by the school in the interest of your ward.
- Share information regarding your ward that can help teachers understand your ward.
- Get in touch with the mentor if your ward faces any difficulty or problem.
- Submit a written authorisation letter addressed to the Principal if you wish to take your child home during class.
- Make sure that your ward actively takes part in all the school activities as they are executed in the best interests of the student body.
- Be co-operative with the school for the smooth and efficient functioning of the Institution and provide creative suggestions in writing to the Principal.

ATTENDANCE

- A minimum of 75% of attendance is a compulsory requirement for writing the annual examinations.
- Students are expected to return to school after the holidays on the re-opening day itself.
- Leave will be granted only on written application from the parents or guardians to the Principal and the reasons must be valid.
- Repeated absence without permission/unexpected absence for more than 10 consecutive days renders the students liable to have his/her name removed from the rolls.

FOLLOWING ARE THE PROTOCOLS TO BE FOLLOWED DURING CLASS:

- a. Students must keep their microphone on mute. When teacher calls out names, the mic should be unmuted. Otherwise, it will create disturbance for others.
- b. Parents must avoid communicating with the teachers when the class is going on.
- c. Printouts of assignments are not required. Students can download assignments and can write down the answers in note- book which they have to submit in Google classroom.
- d. Students have to maintain the decorum just the way they maintain in class. Switching off cameras, lying down or eating in between etc. have to be avoided.
- e. After every period, 10 minutes' break is given. It is the time when students are supposed to engage in stretch out activities for their physique.

Student Behaviour Management Policy

TOST has developed a Behavior Management Policy regarding E learning to maintain positive behavior and to develop exemplary behavior among the student .

Introduction:

The TOST has launched the Distance Learning Initiative to address the changing and emerging conditions in order to fulfill the requirements of the School, as distance learning is a method of self-learning, that leads to strengthening the system of open and continuing education.

The reasons for implementing the distance education system are:

1. Enabling all students to learn
2. Overcoming the time barrier
3. Overcoming geographical impediments
4. Utilising qualified educational capacities
5. Employing modern technology in the educational process
6. Reducing student pressure on educational institutions in times of crisis, so as not to affect students' learning negatively.

In terms of this initiative being innovative and supportive, to achieve commitment and disciplinary behaviour of students and for the stability of the programme, guidelines and instructions have been developed for the Student Behaviour Management, which will help in its success and achieve continuity for the academic year and the educational process.

The behavioural offences are mentioned according to their degree and are coupled with behavioural offences specific to distance learning, in order to achieve the ease and flexibility of access to the detailed procedures.











Objectives:





1. To promote positive behaviour and take self and public responsibility among students within the school community.
2. To create an appropriate educational environment for the success and enhancement of the Distance Learning Initiative based on the integration and continuity of education in facing crises and natural disasters.
3. To apply the principle and culture of reinforcement, encouragement and permanent care to the educational community to reduce behavioural offences outside the walls of the school (Distance Learning) with the best possible educational means.
4. To provide a controlled reference that defines the rules, standards, and procedures to be invoked to deal with students' behaviour in a way that ensures compliance with school values and systems through changing and emerging conditions.






OFFENCES AND BEHAVIOURS IN THE VIRTUAL SCHOOL (DISTANCE EDUCATION):

Minor Behavioural Offences (Distance Learning)












-  A delay of (10) minutes or more from the beginning of a distance learning class when broadcasting live without an acceptable excuse.
-  Wearing clothes that violate public decency and morals while attending the class when broadcasting the distance learning period live.
-  Private conversations or discourse that are not related to study and hinder the course of the lesson during the live broadcasting of the distance learning period.
-  Ridiculing the teacher or a colleague during the distance learning period.
-  Eating while attending a distance learning period.
-  Adding any unauthorized program, including programs that are shared and free programs.
-  Using the microphone feature, camera or chat without prior permission from the teacher.
-  Playing games (except with the express permission of the teacher because it is an educational necessity linked to the lesson.)

Medium Severity Behavioural Offences (Distance Learning)

-  Absence from a single school day (via distance learning) without an acceptable excuse.
-  Inciting students not to attend periods, threatening or intimidating them, and not attending periods in distance learning platforms.
-  Creating quarrels between students, whether visual or written, by broadcasting via synchronous and asynchronous distance learning platforms.
-  Not responding to the rules governing the course of lessons.








-  Engaging in audio and video communication with the rest of the students for non-educational purposes after the end of the official period time.
-  Using e-mail or social media to reveal information of a personal nature.
-  Removing the teacher or students from the group that leads to blocking the course of the lesson, teacher's work and other students' rights.
-  Using profanity, racial slurs, or other language (text, sound, or hint) that may be offensive to any other user.
-  Abusing or insulting official visitors during periods during the live broadcast.

Serious Behavioural Offences (Distance Learning)

-  Using the school's communication and information technology to insult, curse, threaten with violence, slander, or blackmail in a deliberate and repeated manner via any digital platform.
-  Participating in unofficial mailing lists and bulletins within the distance education initiative and posting information about teachers and students without permission.
-  Posting about the initiative through social media.
-  Divulging other students' personal information, including home addresses and phone numbers.
-  Searching for information, obtaining specific copies, or modifying files and other data, or passwords belonging to other users on the network.
-  Entering and using the account of another teacher or student with or without his/her knowledge and/or consent
-  Destroying, modifying, or misusing devices or software in any way.
-  Tampering, removing, requesting the removal of, or intentionally causing damage to any device, software or hardware.
-  Installing or downloading software or products that might harm the device or the network.
-  Using any camera (available as part of or as an add-on to certain devices) for personal use, and/or sharing photos or any information about any of the students' parents, employees, or any other person without their explicit consent.
-  Using educational content to photograph and recording conversations between students, and posting them without prior permission.












Very Serious Behavioural Offences (Distance Learning)



-  Creating or opening hyperlinks or any associated files unless they are sent from a trusted source.
-  Using montage software that can produce unreal and fake content and circulating it on social media.
-  Using the network to develop programs that harass users or to penetrate or destroy other people's accounts and devices.
-  Establishing networks or network connections to make live communications including audio or video (relay chat) without prior formal permission.
-  Publishing, creating, exchanging or promoting malicious or suspicious software.
-  Inundating e-mail accounts or applications used for distance education with high electronic data flow, stopping them from working, disabling them or destroying their contents.
-  Intentionally capturing or intercepting any communication without authorization through the information network used for distance education.

Disciplinary Measures.

For all sort of violations, oral warnings will be given to comply with. Failure of compliance will result in sending written warning to students and parents. Repetition of offences will result in immediate removal from class room. Very serious offences will invite immediate action including dismissal from class room and school.

Roles and responsibilities of stakeholders:

-  Full responsibility for the user agreement concerning the usage policy and rules in terms of:
 -  Possessing a computer
 -  Running officially accredited programs for distance learning
 -  Refraining from filming or disclosing the live broadcast
 -  Being present for guidance during the broadcasting period
 -  Secure environment readiness for students in their homes through the following:
 -  Providing an adequate place and providing the Internet
 -  Maintaining the student's overall good appearance during lessons
 -  Support and encourage students to practise distance education by ensuring that they attend and complete all educational activities.

-  Comply with the school's decision regarding any offences committed by their child. In the event that the parent/guardian refuses to comply with the school's decisions or take responsibility for their child's offence, the matter will be submitted to the competent authorities for legal action.
-  Follow any instructions or guidelines for the Distance Learning Initiative issued by the school.

ATTITUDE TO TEACHERS

1. Respect every teacher, whether of your own class or not. Be grateful towards those who taught you in the past. Show your teachers those exterior signs of reverence to which they are entitled, such as greeting them whenever you meet them.
2. Be convinced that your teachers deeply feel their serious obligation of promoting your welfare in the best way they possibly can and that, in advising, commanding and correcting you, they have nothing else in view, but your own good.
3. Always rise when your teachers enter the class and again when they leave. If they delay in coming, do not make any noise, but wait for them in your places in silence, reviewing your lesson or reading some good book.
4. During class, avoid whispering or interrupting.

ATTITUDE TO SCHOOL MATES

1. Strive to edify your school mates by your good example, at all time. In fact, no sermon is more efficacious than a good example.
2. Never make fun of those who are backward in their studies or not so quick to grasp their lessons. Let there be no ridiculing of anyone on account of his physical defect. What you laugh at or despise in others, may someday befall you.
3. Gladly help one another at recreation; make no distinction in the choice of your companions. Let no one be slighted in any game and let there be no selfishness. If there be need to make a sacrifice for the sake of the team, let it be made cheerfully.
4. When you are asked by a superior regarding the conduct of some of your companions, answer to the best of your knowledge especially when it is a matter of preventing or remedying some evil. To be silent would not be beneficial to your companion and would be offensive to God. Always avoid exaggeration and speak truthfully.

Acceptable User Agreement

The purpose of the Computer Resources policy of the school is to provide a framework for the use of ICT by students. The school has provided ICT equipment for use by students offering a vast amount of information and offering great potential to support the curriculum.

In this policy, computing resources are defined as those computers, computer software, networks, and electronic messaging systems (e-mail, voice mail, facsimile and imaging systems) operated by or for the benefit of the students of the school. The use of these resources is a privilege, not a right and inappropriate use will result in that privilege being withdrawn. It is the student's responsibility to use these resources in a manner that is efficient, ethical and legal.

Data Security & Privacy

- All Data is stored in accordance with provision of the Data Protection Act: 1998.
- Students to protect work by keeping their personal passwords private. Use of someone else's personal login/name or password is forbidden.
- To protect the ICT network, security on the computers must not be breached or settings on computers altered in any way.
- Students may not examine copy, alter, rename, or delete the files or programs of another student. System administrators may, as a requirement of system maintenance, delete files that are determined to be non-essential.

Internet

- Use of the Internet is for study or for school authorized/supervised activities only.
- Use of ICT resources must not be used for personal profit.
- Using the Internet to obtain, download, send, print, display or otherwise transmit or gain access to materials which are unlawful, obscene or abusive is not permitted.
- All measures have been put in place to protect vulnerable children from inappropriate approaches and from making inappropriate personal disclosures over the school network.
- "Chat" activities are banned.

- Respect the work and ownership rights of people outside the school as well as other students or staff. This includes abiding by copyright laws.
- Games should not be downloaded or played on any School ICT equipment.
- Students need to be aware that emails sent and received as part of classroom activity are subject to monitoring.
- Students should not associate themselves with materials that they consider inappropriate (i.e., Vulgar Jokes, statements of belief that some may consider immoral, obscene, etc.,)

Equipment

- Eating or drinking is not allowed anywhere there is ICT equipment.
- Damaging, disabling, or otherwise harming the operation of computers is forbidden.
- Never deliberately install and use software illegally or install any malicious code on school ICT resources. All software and hardware that needs to be installed and used must be approved by the Principal and Systems Administrator.
- Always report damaged or bad working hardware or software to the teacher or systems administrator.
- Please be aware that all used hardware and installed software is also registered in a central database maintained by the Systems Administrator.

Steps to Troubleshoot

- Gmail username and password for students is distributed to concerned class teachers - please use it for sign in Google accounts.
- If device policy is not authenticated - please install device policy and set it up.
- If there is any new update available for your android OS - Please download and install it.

Parent's Acknowledgement

I have read and understood the ICT policy of the school and I assure you that my ward will abide by them.

Name:..... Student Name:.....

Class & Div:.....

Sign:.....

Date:.....

The teaching staff consists of qualified and experienced personnel who apart from their academic qualifications, have been carefully chosen for the professional excellence, dedication to teaching and proven abilities to actively engage students in the learning process that helps students to achieve their full potential. Their caring attitude enables them to greatly influence the students' success.

Principal	:	Dr. Mohammed Abdul Salam MBA, B.Ed.
Vice Principal	:	Ms. Annie Francis M.Sc., B.Ed., M.Phil HoS (6-12)
Hos (KG -Grade 5)	:	Ms. Usha Tulasidharan M A B.Ed Ms. Jagruti Santra

DEPARTMENT OF ENGLISH

1	Anoja.M.S.	MBA, MA, M.Ed
2	Leena L N	MA, B.Ed, CTET, KTET, SET
3	Nandakishore G	BA, B.Ed, KTET
4	Sulthana Mariam	MA, B.Ed
5	Shintu G Sam	MA, DMCE

DEPARTMENT OF MALAYALAM

1	Biju Krishna	BA, ,B Ed
2	Dr. Shimjith S P	MA, B.Ed, UGC-NET, PhD
3	Shajeer B	MA, B.Ed
4	Anju V K	MA, B.Ed
5	Remya Raju	MA, B.Ed, KTET

DEPARTMENT OF HINDI

1	Salini I S	MA ,BEd,SET
2	Fazeela Beegum P N	MA, B.Ed, KTET
3	Gopika Devi S R	MA,M.Ed, KTET

DEPARTMENT OF MATHAMATICS

1	Meenu Pradeep	Msc,BEd [mathematics]
2	Nithin	MSc, B.Ed [mathematics], MBA(HR)
3	Saifiniza .N	B.Sc, BEd ,KTET,CTET
4	Sabu S	B.Sc, BEd(Mathematics)
5	Amritha S V	M.Sc,B.Ed
6	Fiona Wilfred	M.Sc,B.Ed,KTET

DEPARTMENT OF SCIENCE

1	Padmini Madhuraj	MSc, B.Ed
2	Deepthi V	MSc,B Ed, SET
3	Vipin	BSc, Bed
4	Vyshak	MSc, BEd, PGDPRE
5	Archana K V	MSc ,B.Ed, SET
6	Lijo Elizabeth Abraham	M. Sc, M. Phil,B.Ed
7	Rejani J	M.Sc, B.Ed
8	Poornima Nair	MSc, BEd, KTET, CTET
9	Ruby Gomez	B.Sc, B.Ed (Natural Science)

DEPARTMENT OF SOCIAL SCIENCE

1	Kuthubudheen O K	MA [Economics], B.Ed, SET, UGC-NET
2	Hamarudheen	MA, B.Ed , History
3	Lekshmi B M	M.Com ,B.Ed, SET
4	Arun Mohan	M.Com, M.Phil

DEPARTMENT OF COMPUTER SCIENCE

- 1 **Remya Sara George** MTech Comp.science
- 2 **Sumina** BTech, Computer science

DEPARTMENT OF ARABIC & ISS

- 1 **Aseena Banu** MA, B.Ed
- 2 **Mariam Beevi** B.A Arabic

DEPARTMENT OF PHYSICAL EDUCATION

- 1 **Arun Viswanadh** BPE, M.P.Ed, KTET
- 2 **Biji B S** BPE, M.P.Ed, KTET
- 3 **Jasmin Das** BPE, MPE, KTET

DEPARTMENT OF SOCIOLOGY

1. **Nazia Hanif** MA,BEd ,SET

LIBRARIAN

Binusha

ART EDUCATION

Sajini Das

STUDENT COUNSELLOR

Lakshmi C

KINDERGARTEN

- 1 **Reeja.G.** B.com, PGDMM MTTC
- 2 **Reshma G R** B.Com, MMTC
- 3 **Rubiya S** B.A,MTTC
- 4 **Sruthy Iyer** B.A,MTTC
- 5 **Shahida Anas** BCA, MTTC



NON-TEACHING STAFF

NON-TEACHING STAFF

- | | | |
|----|----------------------------|----------------|
| 1 | Mr. Sanjai | Office Admin. |
| 2 | Ms. Rajeena S | Registrar |
| 3 | Mr.Santhu Lal M S | Accountant |
| 4 | Mr. Unais A | Messenger |
| 5 | Ms.Binishma | Cashier |
| 6. | Mr.Pradeep K N | Electrician |
| 7. | Mr. Azeem H | Clerk |
| 8. | Ms. Ajitha Kumari T | H K Supervisor |
| 9. | Mr. Shajahan | H K Assitant |
| 10 | Ms. Sibi Mohammed R | Receptionist |
| 11 | Ms.Ismath Sameena | Storekeeper |

DESIGNER

- 1 **Mr. Salim P S**

SYSTEM ADMINISTRATOR

Mr. Arafath Mytheen

TRANSPORT SUPERVISOR

Mr. Jayakumar

CANTEEN STAFF

- 1 **Ms. Sheeba**
2 **Ms. Usha T**
3 **Ms. Rajeswari**
4 **Ms. Sandhya**

SECURITY STAFF

- 1 **Mr. Mohanakumar Nair**
2 **Mr. Krishnan Kutty**
3 **Mr. Chandrakumarn**

ADMISSION PROCEDURES

- * The right age for admission to LKG is 3½ Plus and to Std I is 5½ plus by the 1st of June every year.
- * Normally admissions are given only in Nursery. Admission to other classes will be given, if there is vacancy.
- * All admissions shall be preceded by a Diagnostic Test to know the strength and weakness of the students in core subjects. The decision taken by the school authority in this regard is final.
- * The application forms should be filled in with great care and submitted to the school office within the prescribed time.
- * Admission is open to all children without distinction of caste, creed or language.
- * At the time of admission, the students have to bring their progress report from the previous school along with the Transfer Certificate and Birth Certificate in original.

WITHDRAWALS/REFUNDS FROM SCHOOL / TRANSPORT

- * Withdrawal of students during a school year is not generally allowed. In case of mid-term withdrawal owing to unavoidable circumstances, parents are liable to pay fees as per the payment policy.
- * A Transfer Certificate fee of Rs. 100/- would be levied for issue of T.C.s. T.C.s will be released only after one week of the receipt of the T.C. application form, which is available in the school office.
- * Usually a Transfer Certificate is issued only after the publication of the results of the Annual Examination. T.C.s will be issued only after the settlement of all dues.
- * Those who stop using the school bus in the middle course, should inform the school in advance for cancellation.
- * Admission fee is not refundable, once a child is admitted.

LEAVE OF ABSENCE

- * Every student is expected to attend the school regularly. No student shall absent himself/herself from the class without the prior permission of the class teacher or Principal. If prior permission cannot be obtained, an application for leave signed by the parent or guardian should be sent to the Principal.
- * No leave of absence will be granted during the exam period. In case of illness, a medical certificate should be sent to the School.



Promotion is granted on the basis of the general progress of the pupil during the academic year, not merely on the results of the annual examinations. The records of internal assessment will be taken into account at the time of promotion.

A minimum attendance of 75% of the total working days of the academic year is compulsory for promotion.

Results declared at the end of the year are final in all cases and will not be reconsidered.

Promotion Rules.

Grade XI

Promotion is granted to all children who obtain a grade higher than E (i.e., at least 33% marks) in all the five subjects of external in the main or at the end of the compartmental examination. In case of a subject involving practical work a candidate must obtain 33% marks in theory and 33% marks in practical separately in addition to 33% marks in aggregate in order to qualify in that subject.

Eligibility for Compartment Examination

A candidate failing in one of the five subjects of internal examination shall be placed in compartment in that subject provided he/she qualifies in all the subjects of internal assessment. Students failing in more than one subject will not be eligible for Compartment Examination.

EVALUATION

The school follows the evaluation procedures prescribed by CBSE. The evaluation Scheme for classes I-VIII has been designed on Term Assessment basis with gradual increase in the learning assessment as the students move forward. This would prepare the students to cover the whole syllabus of the academic year and face the challenge of class X Board examination, and would thus, ensure the 'quality of education'.

The academic year in the school is divided into 2 terms for classes from 1 to 8.

I Term : June to September

II Term: October to March

Classes IX to XII will have periodic assessments and Annual Examinations.

CURRICULUM AREA

Scholastic Area

Languages, Social Science, Mathematics, Science,
Other Academic elective subjects, Skill Subjects

Co-Scholastic Area

Health & Physical Edn., Work Experience
Art Education

Scholastic Area: The assessment structure and examination for classes I to VIII have been prepared in view of the provisions of RTE-Act 2009 and comprises of two terms i.e. Term-1 and 2 as explained below:

Subjects	TERM-1 (100 marks) (1st half of the session) 20 marks Internal Assessment + 80 marks for Half Yearly Exam		TERM-2 (100 marks) (2nd half of the session) 20 marks Internal Assessment + 80 marks for Yearly Exam	
	IA 20 marks	Half Yearly Exam	IA 20 marks	Yearly Exam
Language -1				
Language -2				
Language -3				
Mathematics				
Science				
Social Science				
Any other Subjects				
	<ul style="list-style-type: none"> • Periodic Test 5 marks with syllabus covered till the announcement of test dates by the school • Multiple Assessments (5marks) • Portfolio /Note Book Submission 5 marks at term-end • Subject Enrichment 5 marks at term-end 	<ul style="list-style-type: none"> • Written exam for 80 marks with syllabus covered till the announcement of Half Yearly exam dates by the school 	<ul style="list-style-type: none"> • Periodic Test 5 marks with syllabus covered till announcement of test dates by the school Multiple Assessments (5marks) • Portfolio /Note Book submission 5 marks at term-end • Subject Enrichment 5 marks at term-end 	<p>Written exam for 80 marks with syllabus coverage as below:</p> <p>Class VI: 10% of 1st term covering significant topics + entire syllabus of 2nd term</p> <p>Class VII: 20% of 1st term covering significant topics + entire syllabus of 2nd term</p> <p>Class VIII: 30% of 1st term covering significant topics + entire syllabus of 2nd term</p>

Remodelled assessment structure for Class IX & X

Total 100 Marks (Syllabus for assessment will be only Class-X)				
Subjects	80 Marks (Board Examination) Student has to secure 33% marks out of 80 marks in each subject	20 Marks (Internal Assessment) Student has to secure 33% marks out of overall 20 marks earmarked in each subject		
		Periodic Test (10 Marks)	PORTFOLIO (5 Marks)	Subject Enrichment Activity (5 Marks)
		(I)	(ii)	(iii)
Language 1	Board will conduct Class-X Examination for 80 marks in each subject covering 100% syllabus of the subject of Class -X only. Marks and Grades both will be awarded for individual subjects. 9-point grading will be same as followed by the Board in Class XII	(I) Periodic Test (5 marks)	This will cover Regularity Assignment Completion Neatness & upkeep of note book & Assignments	Speaking and listening skills
Language 2		Periodic written Test restricted to three in each subject in an Academic Year. Average of the best two tests to be taken for final marks submission (ii) Multiple Assessments (5 Marks)		Speaking and listening skills
Science				Practical Lab Work
Mathematics				Maths Lab Practical
Social Science				Project Work
6th Additional Subject	If a student fails in any one of the three compulsory academic subjects (ie. Science, Mathematics & Social Science) and passes in the skill subject (offered as sixth optional subject), then that academic subject will be replaced by the skill subject and the result will be computed accordingly			

Subject Enrichment Activities: These are subject-specific activities aimed at enhancing the understanding and skills of the students. These activities are to be carried out throughout the term, however, they should be evaluated at the term-end.

STRUCTURE OF ASSESSMENT SCHEME

Grading Scale for Scholastic Areas (Classes 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)

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)

POSITIONAL GRADING SCALE FOR GRADE X

A-1	Top 1/8th of the passed candidates
A-2	Next 1/8th of the passed candidates
B-1	Next 1/8th of the passed candidates
B-2	Next 1/8th of the passed candidates
C-1	Next 1/8th of the passed candidates
C-2	Next 1/8th of the passed candidates
D-1	Next 1/8th of the passed candidates
D-2	Next 1/8th of the passed candidates
E	Failed candidates

Co-Scholastic Activities: For the holistic development of the student, co-curricular activities in the following areas will be carried out by the teachers and will be graded on a 3-point grading scale (A=Outstanding, B=Very Good and C=Fair). The aspect of regularity, sincere participation, output and teamwork be the generic criteria for grading in the following co-scholastic activities:

(a) Work Experience - Work Education refers to skill-based activities resulting in goods or services useful to the community

(b) Art Education (Visual & Performing Art)

(c) Health and Physical Education (Sports/Martial Arts/Yoga/NCC etc.)

Discipline : The students will also be assessed for the discipline which will be based on the factors like attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others. Grading on Discipline will be done term-wise on a 3-point (Grade I-VIII) 5-point (Grade IX & X) grading scale.

ASSESSMENT OF CO-SCHOLASTIC AREAS

Grade I - VIII	
A	Out standing
B	Very Good
C	Fair

Grade IX & X	
A	Out standing
B	Very Good
C	Good
D	Fair
E	Average

Strand	Grade
A) Athletics /Swimming	A-E (5 point scale)
B) Team Games	
C) Individual Games/Activity	
D) Adventure Sports	
2. Health & Fitness	
3. SEWA	

Strand	Grade
Vocal Music	A-E (5 point scale)
Theatre Arts	
TOAST Masters	
Drawing & Arts	
Swimming	
Yoga	
Sports	
Abacus	

REFRESHMENT

Refreshment will be provided to all children from the school under the supervision of a team of members of the staff in consultation with a dietician.

SCHOOL TUCK SHOP

All school books, articles and stationery can be purchased from the school tuck shop.

SCHOOL CLINIC

The School Clinic is looked after by a qualified nurse and a visiting doctor. Medical checkup of students is done and a health record is maintained. Parents are informed if the doctor finds that a child needs special medical attention.

The medical history of the students has to be completed by the parents in the prescribed format.

TOST HAPPINESS CENTER

The School offers the facility of a happiness Centre, which serves two purposes. It provides our students with both career counselling and remedial guidance. The student counsellor gives basic guidance on all aspects of life and provides information about the various avenues open to senior students, to enable them to determine their aptitude and make the right decision in the choice of a career. Special sessions of counselling are arranged to help them in their concerns of growth and development.

LIFE SKILLS / SOFT SKILLS

To promote holistic awareness, a comprehensive Health Education Programme coupled with life skills education and disaster management skill is provided.

ASSIGNMENTS/PROJECTS /FLIPPED CLASS

Assignments and Projects will be given in all subjects in each term, to develop enquiry, problem solving, reference skills and divergent and critical thinking of students.

QUIZ FORUM

This is a special forum which prepares the students for various quiz competitions. Students are enrolled in it after a preliminary test.

OXPO

School conducts Arts and Science Exhibition every year. Children can bring their own paintings, still models, working models and creative works for the exhibition.

CHARITY

So as to enhance social commitment among our children and to help children from the economically under privileged sections who need care and attention, we encourage them to contribute an amount (no restriction) on their birthday, in the special box meant for this purpose.

The school offers an Educational Experience that is supportive and personalised.

THE OXFORD CLUBS

The following clubs are functioning with a view to stimulate the linguistic, communicative, artistic, literary, mathematical and aesthetic talents of the students.

NEWS LETTER

We issue news letters by the end of each term. All the important activities in the school seek expression in it to showcase our growth and learning progress.

CLASS MAGAZINES

Each Grade produces a handwritten class magazine in which articles in various languages, drawings, cartoons, paintings etc. of the students are published under the guidance of the class teacher. A selection from these are included in the school magazine. The class magazines of every year are kept in the library as a record of work done.

SCHOOL MAGAZINE

The school publishes an annual magazine containing marvellous contributions from our students and teachers. This is to develop the inborn and hidden talents of the students of different age groups in a new way and give a moral boost to the energy levels of the students.

Our school magazine is an ideal platform which highlights the students' and the school's accomplishments and enhances the public image of the school.

PARENTAL EFFECTIVENESS TRAINING

Today education is a tri-polar process. To fulfill the aim of education as a harmonious, natural and progressive development of the pupils, not only the teacher, but the parents also must have an insight into the working of the child's mind and body. So we are always keen on providing training programmes for the parents for the betterment of our student community.

TEACHER EMPOWERMENT PROGRAMME

'A Teacher is indeed wise who does not bid you enter the house of his wisdom but rather leads you to the threshold of your own mind.' In an era of information explosion and knowledge explosion, teachers cannot any longer aspire to be omniscient gurus. Now a teacher is a co-learner, co-explorer, who helps the child to locate information and construct new knowledge based on his/her prior knowledge. Extensive teacher empowerment programmes are being provided by The Oxford School to enable each teacher to enhance his/her teaching potential and develop innovative teaching methodologies to cope up with new challenges within education.

EDUCORE & EDUCARE

The school offers EDUCORE as a secondary support for teaching learning wherein e-learning takes place through electronic devices. Differential teaching - learning, Appointments, Announcements, Worksheets, Latest Notifications, Attendance Notification, Attendance Report and online results are made available to the parents. Periodic Test and cyclic/Class e-tests are conducted through EDUCORE.

The parent friendly module, EDUCARE is also updated successfully in the Play Store.

Educore app link: <https://play.google.com/store/apps/details?id=com.cordova.educorebeta&hl=en>

Educare App link: <https://play.google.com/store/apps/details?id=com.cordova.educare>

EXAM SCHEDULE 2021-22

Exam	I to VIII	IX	XI	X to XII
Periodic Test -1	12.07.21	12.07.21	12.07.21	07.06.21
Periodic Test -2	13.09.21	13.09.21	13.09.21	12.07.21
TERM - 1/MIDTERM	20.10.21	20.10.21	20.10.21	13.09.21
Periodic Test -3	01.12.21	01.12.21	01.12.21	20.10.21
Periodic Test -4	31.01.22	—	—	—
Model Exam-1	19.01.22	19.01.22	13.12.21	13.12.21
Model Exam-2	—	—	—	19.01.22
Annual Exam /	7.03.22	21.02.22	21.02.22	—

KG EXAM SCHEDULE 2021-22

Exam	KG I & 2
Thematic Assessment-1	10.08.2021
Thematic Assessment-2	20.10.2021
Thematic Assessment-3	07.03.2022

Pre-Primary Section.

Sl. No.	Item
1	Calligraphy (Eng)
2	Clay Modelling
3	Elocution (Eng)
4	Flower Arrangement
5	Gift Wrapping
6	Letter Game (Hindi)
7	Pencil Drawing
8	Quiz
9	Reading (Eng)
10	Recitation (Eng)
11	Recitation (Hin)
12	Recitation (Mal)
13	Solo Song-Mal
14	Story Telling (Eng)
15	Story Telling (Mal)
16	Performing Arts

Middle & Secondary Section.

Sl. No.	Item
1.	Collage
2.	Digital Painting
3.	Elocution (Eng)
4.	Elocution (Hin)
5.	Elocution (Mal)
6.	Essay Writing (Eng/Mal)
7.	Extempore (Eng)
8.	Mappilapattu
9.	Mehendi Designing
10.	Newspaper Reading
11.	Painting Water color
12.	Patriotic Song
13.	Pencil Drawing
14.	Poster Making
15.	PPT
16.	Quiz/Puzzle
17.	Quran recitation
18.	Recitation (Arabic)
19.	Recitation (Eng)
20.	Recitation (Hin)
21.	Recitation (Mal)
22.	Slogan Writing
23.	Story Writing(Eng)
24.	Versification Eng
25.	Performing Arts

Primary Section.

Sl. No.	Item
1.	Book Wrapping
2.	Calligraphy (Mal/Eng/Hindi)
3.	Clay Modeling
4.	Collage
5.	Digital Painting
6.	Elocution (Eng)
7.	Elocution (Hin)
8.	Elocution (Mal)
9.	Essay Writing (Eng/Mal)
10.	Extempore (Eng)
11.	Mappilapattu
12.	Memory Test
13.	Painting Crayons
14.	Painting Water color
15.	Patriotic Song
16.	Pencil Drawing
17.	PPT
18.	Puzzle/Quiz
19.	Quran recitation
20.	Reading (Eng/Mal/Hindi)
21.	Recitation (Eng)
22.	Recitation (Hin)
23.	Recitation (Mal)
24.	Spelling Test
25.	Story Telling (Eng)
26.	Story Telling (Mal)
27.	Story Writing(Eng)
28.	Word Building
29.	Performing Arts

MAY 2021

DATE	DAY	EVENTS
01	Sat	May Day
02	Sun	
03	Mon	
04	Tue	
05	Wed	
06	Thu	
07	Fri	
08	Sat	
09	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thu	Id-ul-Fitr
14	Fri	
15	Sat	
16	Sun	
17	Mon	
18	Tue	
19	Wed	
20	Thu	
21	Fri	
22	Sat	
23	Sun	
24	Mon	
25	Tue	
26	Wed	
27	Thu	
28	Fri	
29	Sat	
30	Sun	
31	Mon	

JUNE 2021

DATE	DAY	EVENTS
01	Tue	
02	Wed	
03	Thu	
04	Fri	
05	Sat	World Environment Day
06	Sun	
07	Mon	KG II Reopening
08	Tue	
09	Wed	
10	Thu	KG I Reopening / PRE KG Reopening World Env't. Day Celebration Islamic Week/ Primary colours week
11	Fri	
12	Sat	
13	Sun	
14	Mon	Reading week (14th -18th)
15	Tue	
16	Wed	
17	Thu	
18	Fri	
19	Sat	
20	Sun	
21	Mon	World Yoga Day
22	Tue	
23	Wed	
24	Thu	
25	Fri	
26	Sat	Int'l Day against Drug Abuse
27	Sun	
28	Mon	
29	Tue	
30	Wed	

* Number of working days - 19

The above dates are tentatively fixed and are subject to change.

JULY 2021

DATE	DAY	EVENTS
01	Thu	Doctor's Day
02	Fri	
03	Sat	Life Skill camp (Sr.Boys)
04	Sun	
05	Mon	
06	Tue	
07	Wed	
08	Thu	
09	Fri	
10	Sat	
11	Sun	
12	Mon	PT 1 EXAM - Grade I to X & XII (Islamic Week)
13	Tue	
14	Wed	
15	Thu	
16	Fri	
17	Sat	Islamic Fest - Int'l Competition
18	Sun	
19	Mon	
20	Tue	Idul Ad'ha (Bakrid)
21	Wed	
22	Thu	
23	Fri	
24	Sat	Life Skill camp (Sr.Girls)
25	Sun	
26	Mon	Kargil Victory Day
27	Tue	
28	Wed	Nature Conservation Day
29	Thu	
30	Fri	
31	Sat	Life Skill camp (Jr.Boys)

* Number of working days - 25

AUGUST 2021

DATE	DAY	EVENTS
01	Sun	
02	Mon	Grade XI Reopening
03	Tue	
04	Wed	
05	Thu	
06	Fri	Hiroshima Day
07	Sat	Karkidaka Vavu
08	Sun	
09	Mon	Nagasaki Day
10	Tue	School Election
11	Wed	
12	Thu	
13	Fri	
14	Sat	
15	Sun	Independence Day
16	Mon	Investiture Ceremony
17	Tue	Arts Fest
18	Wed	Arts Fest/ Onam& Mohram Sensitizaion
19	Thu	Muharam
20	Fri	Onam
21	Sat	Onam
22	Sun	Onam
23	Mon	Onam / Sree Narayana Guru Jayanthi
24	Tue	
25	Wed	
26	Thu	
27	Fri	Annual Sports Meet
28	Sat	Ayankali Jayanthi
29	Sun	
30	Mon	Sree Krishna Jayanthi
31	Tue	

* Number of working days - 22

The above dates are tentatively fixed and are subject to change.

SEPTEMBER 2021

DATE	DAY	EVENTS
01	Wed	
02	Thu	
03	Fri	INTER SCHOOL COMPT.
04	Sat	
05	Sun	Teacher's Day
06	Mon	
07	Tue	
08	Wed	
09	Thu	
10	Fri	
11	Sat	
12	Sun	
13	Mon	PT 2 : Grade I to X & XII , PT 1 : Grade XI
14	Tue	
15	Wed	
16	Thu	Ozone Layer Preservation Day
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	Sree Narayana Guru Samadhi
22	Wed	
23	Thu	
24	Fri	
25	Sat	Life Skill camp (Jr.girls)
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	

* Number of working days - 18

OCTOBER 2021

DATE	DAY	EVENTS
01	Fri	
02	Sat	Gandhi Jayanthi
03	Sun	
04	Mon	
05	Tue	
06	Wed	
07	Thu	
08	Fri	
09	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	Mahanavami
15	Fri	Vijayadasami
16	Sat	
17	Sun	
18	Mon	
19	Tue	Miladi Sheriff
20	Wed	TERM- I EXAM : Grade I to VIII PT3: Grade IX , X & XII, PT2 : Grade XI & XII
21	Thu	
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	Vigilance Awareness Week
28	Thu	Vigilance Awareness Week
29	Fri	Vigilance Awareness Week
30	Sat	Vigilance Awareness Week
31	Sun	National Unity Day

* Number of working days - 22

NOVEMBER 2021

DATE	DAY	EVENTS
01	Mon	Heritage Day
02	Tue	
03	Wed	
04	Thu	Deepavali
05	Fri	Annual Kids sports Meet
06	Sat	Annual Games meet
07	Sun	
08	Mon	
09	Tue	
10	Wed	World Science Day
11	Thu	National Education Day
12	Fri	
13	Sat	
14	Sun	Children's Day
15	Mon	
16	Tue	
17	Wed	
18	Thu	
19	Fri	OXPO 2021
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	Constitution Day
27	Sat	
28	Sun	
29	Mon	
30	Tue	

* Number of working days - 25

DECEMBER 2021

DATE	DAY	EVENTS
01	Wed	PT 3 : Grade I to VIII & XI
02	Thu	
03	Fri	
04	Sat	
05	Sun	
06	Mon	
07	Tue	
08	Wed	
09	Thu	
10	Fri	
11	Sat	
12	Sun	
13	Mon	Mathematics Week/ Model Exam1: Gr. X & XII
14	Tue	Mathematics Week
15	Wed	Mathematics Week
16	Thu	Mathematics Week
17	Fri	Annual Day
18	Sat	Annual Day
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thu	Winter Vacation
24	Fri	Winter Vacation
25	Sat	Christmas
26	Sun	Winter Vacation
27	Mon	Winter Vacation
28	Tue	Winter Vacation
29	Wed	Winter Vacation
30	Thu	Winter Vacation
31	Fri	Winter Vacation

* Number of working days - 19

The above dates are tentatively fixed and are subject to change.

JANUARY 2022

DATE	DAY	EVENTS
01	Sat	
02	Sun	Mannom Jayanthi
03	Mon	School Reopens
04	Tue	
05	Wed	
06	Thu	
07	Fri	
08	Sat	
09	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thu	
14	Fri	Pongal
15	Sat	
16	Sun	
17	Mon	
18	Tue	
19	Wed	Model Exam 2- : Grade X & XII Model Exam - Grade IX & XI
20	Thu	
21	Fri	
22	Sat	
23	Sun	
24	Mon	
25	Tue	
26	Wed	Republic Day
27	Thu	
28	Fri	
29	Sat	
30	Sun	Martyrs' Day
31	Mon	PT 4 : Grade I to VIII

* Number of working days - 24

FEBRUARY 2022

DATE	DAY	EVENTS
01	Tue	
02	Wed	
03	Thu	
04	Fri	World Cancer Day
05	Sat	
06	Sun	
07	Mon	
08	Tue	
09	Wed	
10	Thu	
11	Fri	
12	Sat	
13	Sun	
14	Mon	
15	Tue	
16	Wed	
17	Thu	
18	Fri	Regional Holiday
19	Sat	
20	Sun	
21	Mon	Annual Exams-Gr. IX & XI/ Mother language Day
22	Tue	
23	Wed	
24	Thu	
25	Fri	
26	Sat	
27	Sun	
28	Mon	National Science Day

* Number of working days - 23

MARCH 2022

DATE	DAY	EVENTS
01	Tue	Maha Shivarathri
02	Wed	
03	Thu	
04	Fri	
05	Sat	
06	Sun	
07	Mon	Annual Exam-Grade I-VIII / Regular Class - Grade X & XII
08	Tue	
09	Wed	
10	Thu	
11	Fri	
12	Sat	
13	Sun	
14	Mon	
15	Tue	
16	Wed	
17	Thu	
18	Fri	
19	Sat	
20	Sun	
21	Mon	
22	Tue	
23	Wed	
24	Thu	
25	Fri	
26	Sat	
27	Sun	
28	Mon	
29	Tue	
30	Wed	
31	Thu	

APRIL 2022

DATE	DAY	EVENTS
01	Fri	
04	Sat	
02	Sun	
03	Mon	
05	Tue	
06	Wed	
07	Thu	
08	Fri	
09	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	
23	Sat	
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	

* Number of working days - 25

The above dates are tentatively fixed and are subject to change.



Important Celebrations / Days of observance 2021-'22

SL. NO.	DATE	IMPORTANCE OF THE DAY
1	05.06.2021	World Environment Day
2	08.06.2021	World Ocean Day
3	07.06.2021 to 11.06.2021	Islamic Week
4	12.06.2021	World day against Child Labour
5	14.06.2021 to 18.06.2021	Reading Week
6	21.06.2021	World Yoga Day
7	26.06.2021	International Day against Drug Abuse
8	01.07.2021	Doctor's day
9	03.07.2021	Life Skill Camp (Sr. Boys)
10	26.07.2021	Kargil Victory day
11	28.07.2021	Nature Conservation Day
12	24.07.2021	Life Skill Camp (Sr.Girls)
13	31.07.2021	Life Skill Camp (Jr. Boys)
14	06.08.2021	Hiroshima day
15	09.08.2021	Nagasaki day
16	10.08.2021	School Election
17	15.08.2021	Independence Day
18	16.08.2021	Investiture Ceremony
19	17.08.2021 to 18.08.21	Talent Hunt (Sargacheppu)
20	27.08.2021	Annual Sports Meet
21	05.09.2021	Teacher's Day
22	16.09.2021	Ozone Layer Preservation Day
23	25.09.2021	Life Skill Camp (Jr. Girls)
24	27.10.2021 to 30.10.2021	Vigilance Awareness week
25	31.10.2021	National Unity Day
26	01.11.2021	Heritage Day
27	05.11.2021	Annual Kids Sports Meet
28	06.11.2021	Annual Games Meet
29	10.11.2021	Observing World Science Day
30	11.11.2021	National Education day
31	14.11.2021	Children's day
32	19.11.2021	OXPO-2019
33	26.11.2021	Constitution Day
34	13.12.2021 to 17.12.2021	Mathematics Week
35	13.01.2022	Annual Day
36	26.01.2022	Republic Day
37	30.01.2022	Martyrs day
38	04.02.2022	World Cancer Day
39	21.02.2022	Mother language Day
40	28.02.2022	National Science Day



DATE	DAY	IMPORTANCE
1	20.07.2021	Id-UI-Adah
2	07.08.2021	Karkidaka Vavu
3	15.08.2021	Independence Day
4	19.08.2021	Muharram
5	20.08.2021	Onam
6	28.08.2021	Ayyankali Jayanthi
7	30.08.2021	Sree Krishna Jayanthi
8	21.09.2021	Sree Narayana Guru Samadhi
9	02.10.2021	Gandhi Jayanthi
10	14.10.2021	MahaNavami
11	15.10.2021	Vijayadeshmi
12	19.10.2021	Miladi- Sheriff
13	04.11.2021	Deepavali
14	25.12.2021	Christmas
15	02.01.2022	Mannom Jayanthi
16	26.01.2022	Republic Day
17	01.03.2022	Maha Shivarathri



ACHIEVEMENT RECORD FORMAT

Name of Student.....Grade & Section.....

Blood Group..... Roll No.....

Subject	Term I				Term II				Grand Total
	PT 1	PT 2	I Term	Total	PT 3	PT 4	II Term	Total	
English									
Malayalam									
Hindi									
French/Arabic									
Mathematics									
General Science									
Social Science									
Moral Studies									
Computer									
Life Skills									
Soft Skills									
Height									
Weight									
Working Days									
Attendance									
Sign of Class Teacher									
Sign. of Principal									
Sign of Parent									

GROUP	SUBJECT-1	SUBJECT-2	SUBJECT-3	SUBJECT-4	SUBJECT-5	SUBJECT-6
SCIENCE						
Group 1	English	Physics	Chemistry	Mathematics	Biology	Physical Edn.
Group 2	English	Physics	Chemistry	Mathematics	Information Practices	Physical Edn.
Group 3	English	Physics	Chemistry	Biology	Home Science	Physical Edn.
COMMERCE						
Group 4	English	Accountancy	Business Studies	Economics	Information Practices	Physical Edn.
HUMANITIES						
Group 5	English	Indian History	Sociology	Economics	Information Practices	
Group 6	English	Indian History	Sociology	Economics	Psychology	
Group 7	English	Indian History	Sociology	Economics	Physical Edn,	
Group 6	English	Psychology	Sociology	Economics	Information Practices	
Group 6	English	Psychology	Sociology	Economics	Physical Edn.	