



LEARNERS
TODAY

LEADERS
TOMORROW



Name :

I Am In Grade :

Roll No.



LEARNERS TODAY LEADERS TOMORROW

GROUP OF INSTITUTES

Suyog Sunderji Teachers Training Institute

Suyog Sunderji Early Intervention Centre

Suyog Sunderji Sports Academy

OFFICE TIMINGS

Timings to meet the Principal

12:00 noon to 1:00 p.m.

(Tuesdays & Fridays)

Through prior appointment only

Timings to meet the Teachers

9:00 a.m. to 10:00 a.m.

(Only on Working Saturday, preferably through prior appointment)

Timings for Administration Office

9:00 a.m. to 4:00 p.m.

(Monday to Friday)

9:00 a.m. to 2:00 p.m.

(Saturday)

ABOUT THE ALMANAC

It is very necessary that the students and parents read the Almanac together and understand the contents fully. This Almanac aims at establishing an invaluable link between teachers, students and parents. It is intended to serve:

1. As an all-in-one ready reckoner and planner for students.
 2. As a means of communication between parents and the School:
- To keep parents abreast with what their children are studying at School and the curricular progress of their wards.
 - To keep parents informed about home assignments.
 - To be used for convenient, day-to-day correspondence (related to academics and conduct) between parents and the School staff.
 - Students should ensure that they bring this Almanac to school every day, use it productively and treat it with care.
 - Parents should review current pages daily and must countersign and respond to any comments, which may be made periodically by members of the faculty.
 - Parents should countersign home assignments to signify their completion and provide an explanation if home assignments are not completed for any good reason.
 - As a matter of policy, students will get tasks on subjects they are familiar with. These tasks are intended as revision exercises, to reinforce what is learned by students in school and must be undertaken by students entirely on their own, without adult supervision. Students should seek help of their teachers at School on the following day if they encounter any difficulty.
 - Comments made by parents in the Diary should be productive and confined strictly to the subject of the student's work and her/his conduct.
 - All other matters concerning the School should be dealt with separately and either conveyed personally or through letter/e-mails addressed to the Head of the School.



From The CEO's Desk

As said by late A.P.J Abdul Kalam, **“A dream is not what you see in your sleep, a dream is what does not let you sleep.”**

Thus we at SSWS teach our children to DREAM

A school is always a 'world in miniature' where one receives a 'training for life', where effective, meaningful and joyful learning takes place .It is in school that children begin to learn lessons of life – to accept challenges , face competition, defeat and failure and rejoice at victory and triumph.

At SSWS we challenge and channel students to set high expectations for themselves and support them to achieve at the highest level. The challenge to be 'the best you can be' in academic achievement is supported by a holistic approach to personal learning.

The classroom programmes at SSWS are rich and engaging, and the range of cultural, sporting and performance opportunities provides a huge number of opportunities that allow every student access to an environment where they can participate and excel.

If innovation and novel ideas are a key to a bright future, then we can surely remain assured of our place under the pedagogic sun.

Ms. Masarrat Tavawalla

C.E.O.



From the Director's Desk

Welcome to the academic year 2020-2021 at Suyog Sunderji Wisdom School.

The teachers and staff of SSWS join me in saying we are happy to have you as part of our school family. We know this will be a successful and satisfying year for you.

At SSWS, the uniqueness of each child is recognized, nurtured and treasured. Emphasis is on LEARNING and not on teaching.

We at SSWS provide holistic education where a child evolves as an individual who is self-motivated and creative individual, who can think, question and reason out logically; individual who is independent, confident and leaders capable of taking decisions.

One of our biggest goals for the year is to help your child feel successful and achieve academic excellence. By working together as parents and educators, we can build a foundation or life long learning.

I hope that all students will find their time at SSWS challenging, exciting and enjoyable and that all students will remember with fondness their journey at SSWS.

Ms. Vaishali Shah

Director



From The Principal's Desk

Education is not the learning of the facts but the training of the mind to think." Albert Einstein

Education is to make a child proficient in academics such that the student may function with clarity and efficiency in the society. A more encompassing definition should also include creating the right environment so that the child may develop fully as a complete human being. Aims of education should be to make the child aware of his/her intelligence, talent, skill, interest and must confer humility and morality among other things, essential for leading a good life and not for mere living. We as educators must be able to ignite the spark of enquiry in the students at the same time we as teachers and parents should be aware of our children's talents as well as limitations and allow them to develop in their own way and not on the basis of pre-determined expectations.

Ms. Marita Choollakkal
Principal

OUR MANAGEMENT TEAM

Mr. Bharatbhai Shah	-	Founder Member
Ms. Jena Sunderji	-	Founder Member
Ms. Malek Sunderji	-	Founder Member
Ms. Zarina Sunderji	-	Founder Member
Ms. Masarrat Tavawalla	-	C.E.O.
Ms. Vaishali Shah	-	Director
Ms. Marita Choollakkal	-	Principal

OUR CORE TEAM

Dr. Suneel Godbole & Dr. Archana Kadam	-	Development Pediatricians
Ms. Piyali Misquitta	-	Counsellor/Assessment Specialist
Ms. Jumana Matheranwalla	-	Special Educator Consultant
Ms. Rashmi Shah	-	Team Inspirational Leader for EIC
Mr. Huzefa Tavawalla	-	Legal Advisor

RENDEZVOUS WITH SSWS PHILOSOPHY

SSWS Philosophy

- S - See Your Goals
- S - Stay on Track
- W - Witness Success
- S - Show the World that You Can Do It

Our Vision

- To inspire a passion for learning by making education relevant & fun.
- To create a safe place where students belong, believe & succeed.

Our Mission

- SSWS is committed to nurturing students who will evolve into good human beings, who will be future torch bearers of distinction and who will be committed to the spirit of excellence.
- As a progressive school, we shall always Endeavour to give unparalleled exposure through diversified learning opportunities, and to prepare our students for unseen challenges in a dynamic and global environment.

Aspiration

We prepare our children to be

- A – Active Learners
- C – Confident Communicators
- O – Open Minded Individuals
- R – Responsible Citizens
- N – Noble Humans

Our Culture Statement

SSWS is Safety Centered, Vision Directed, Values Driven, Student Focused, Analysis Based, Learning Enabled, Team Facilitated, Process Managed, Quality Managed and Result Oriented.

At SSWS our culture is not a means to an end, but an end in itself.

We have a nurturing environment that recognizes children and treats them as individuals; where students are encouraged to be leaders and where school leaders are encouraged to be visionaries. Our school strives to create a respectful, diverse, creative, exciting and reflective culture.

For staff members, teamwork is a defining aspect of the culture.

The management creates regular opportunities for professional development and life long learning for their staff. Staff members also reflect regularly and share ideas through verbal and written communication.

OUR PLEDGE

India is my country and
all Indians are my brothers and sisters.
I love my country and
I am proud of its rich and varied heritage.
I shall always strive to be worthy of it.
I shall give respect to my parents, teachers and elders
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.

NATIONAL ANTHEM

Jana-Gana-Mana-Adhinayaka, Jaya He
Bharata-Bhagya-Vidhata
Punjab-Sindhu-Gujarata-Maratha
Dravida-Utkala-Banga
Vindhya-Himachala-Yamuna-Ganga
Ucchhala-Jaladhi Taranga
Tava Subha Name Jage
Tava Subha 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

SCHOOL PRAYER

Oh! Great God, in Heaven Above
At thy feet with faith and love
We thy little children gather
Calling on you, as our father
Guide and guard us on our way
Draw us closer day by day
Keep us pure, kind and true
Till we reach our home with you.

SCHOOL SONG

With eyes like twinkling stars and mind like curious elves, we walk in everyday;
We fill our hearts with love and compassion and help each other every way;

We are the students of SS Wisdom School,
A school so right, A school so fair;
We are the students of SS Wisdom School,
And may our school prosper, that is our prayer.

Wisdom is the quality of having experience,
Wisdom is the quality of gaining knowledge to help one rise,
Wisdom is the quality of acquiring good judgement,
Wisdom is the quality of being wise;

We are the students of SS Wisdom School,
A School so right, A School so fair;
We are the students of SS Wisdom School,
And may our school prosper, that is our prayer.

We pledge to make our school proud,
Uphold it's name and sing it loud;
We pledge to make our school proud,
Uphold it's name and sing it loud.....

We are the students of SS Wisdom School,
A School so right, A School so fair;
We are the students of SS Wisdom School,
And may our school prosper, that is our prayer.

VANDE MATRAM

Vande Mataram! Sujalam suphalam, malayajashitalam,
hasyashyalam, Mataram!

Vande Mataram, Shubhra jyotsna, Pulakita yaminim,
Phulla kusumita Drumadala shobhinim
Suhasinim, Sumadhura bhashinim, Sukhadam,
varadam, Mataram!

Saptakotikantha kalakala ninada karale, Dvisaptakoti
bhujair dhrita-khara karavale
Abala kena ma eta bale, Bahubala dharinim, namami
tarinim, Ripudalavarinim mataram!

Tumi vidya, tumi dharma, Tumi hridi, tumi marma,
Tvam hi pranah sharire! Bahute tumi ma Shakti,
Hridaye tumi ma bhakti,
Tomarayipratima gari mandire mandire! Tvam hi durga
dashapraharana dharini,

Kamala, Kamaladalaviharini, Vani, vidyadayini namami
tvam, Namami Kamalam, amalam, atulam,
Sujalam, suphalam, Mataram, Vande Mataram!
Shyamalam, saralam, susmitam, bhushitam,
Dharanim, bharanim, Mataram!"

GAYATRI MANTRA

Om bhur bhuvah svah
Tat savitur varenyam
Bhargo devasya dhimahi
Dhiyo yonah prachodayat

STUDENT'S PARTICULARS

Recent
Photo

Student's Copy

TO BE FILLED IN BLOCK LETTERS

Full Name _____

Male Female

Grade _____ G.R.No. _____ Roll No. _____

Date of Birth _____ Nationality _____

Father's Name _____ Occu. /Desig. _____

Permanent Address _____

Mobile No. _____ E-mail: _____

Mother's Name _____ Occu. /Desig. _____

Mobile No. _____ E-mail: _____

Emergency Name, Contact no. other than parent : _____

Siblings (in the same school) _____

Name _____ Grade _____

Any illness please specify _____

Mode of Transport _____

Bus Number _____ Boarding Point _____

I declare that the information given above is true to the best of my knowledge. I shall be responsible for the conduct of my ward in accordance with the rules & regulations of the institution. I have read all the rules & regulations of the school and I agree to abide by them.

Father's / Guardian Name

Mother's Name

Father's / Guardian Sign.

Mother's Sign

STUDENT'S PARTICULARS

Recent
Photo

Teacher's Copy

TO BE FILLED IN BLOCK LETTERS

Full Name _____

Male Female

Grade _____ G.R.No. _____ Roll No. _____

Date of Birth _____ Nationality _____

Father's Name _____ Occu. /Desig. _____

Permanent Address _____

Mobile No. _____ E-mail: _____

Mother's Name _____ Occu. /Desig. _____

Mobile No. _____ E-mail: _____

Emergency Name, Contact no. other than parent : _____

Siblings (in the same school) _____

Name _____ Grade _____

Any illness please specify _____

Mode of Transport _____

Bus Number _____ Boarding Point _____

I declare that the information given above is true to the best of my knowledge. I shall be responsible for the conduct of my ward in accordance with the rules & regulations of the institution. I have read all the rules & regulations of the school and I agree to abide by them.

Father's / Guardian Name

Mother's Name

Father's / Guardian Sign.

Mother's Sign

ID CARD FORM

STUDENT INFORMATION	
(to be filled in capital letters)	
First Name	
Middle Name (if any)	
Surname	
Grade	
Blood Group	
Date of Birth	
Contact No: (Mother)	
Contact No: (Father)	
Emergency Contact No.	
Residential Address (Pune)	
Mode of Transport (School Bus / Self)	
Date	

Signature of Father / Guardian

Signature of Mother

EXCURSION FORM

Dear Parents,

Excursion is a part of wholesome education, so the school has organized local educational tour cum school picnic for its students. The school picnic is considered to be a formal school activity with the aim to provide recreation, joy as well as learning through fun filled way.

Kindly make sure your ward does not miss this excellent chance of growth and enjoyment. I hereby give my consent to my son/daughter/ward to join excursion arranged to

_____ by the school.

I also declare that I shall not hold the school responsible for any accident or mishap to my son/daughter/ward during the excursion.

Signature of Parent / Guardian _____

Name of the Parent / Guardian _____

Address _____

_____ Phone: _____

Student's Name _____

Grade _____

Date _____

SOCIAL MEDIA CONSENT FORM

Parents love to see photographs of their children and their classmates on different mediums of social networking like website, facebook, etc. Suyog Sunderji Wisdom School is also highly active on social media. Please let us know, if we have the permission to include your child's photo on social media.

Student's Name: _____

Grade : _____

Parent's Name: _____

Signature : _____ Date _____

Please tick (✓) on the applicable option -

No, I do not give permission for photos of my child to be posted on social media.

Yes, I give permission for photos of my child to be posted on social media.

MEDICAL FORM

Name of the Student : _____

Grade : _____ Division : _____

Gender : M / F Date Of Birth : _____ Age : _____

Residential Address : _____

Blood Group : _____ Weight (kg.) : _____ Height (cm) : _____

Allergies : _____

Eye Sight : Right : _____ Left : _____

Dental : _____

Ear / Nose / Throat : _____

Any Major Ailment : _____

Major Past Injuries : _____

Any Past Record Of Surgery : _____

Any Special Educational Needs (SEN) identified :

Name of Physician : _____

Mobile No. _____ Date : _____

Signature : _____

CONSENT FORM FOR PROJECTS

Project Based Learning is a teaching method in which student gains knowledge and skills by working for an extended period of time to investigate and respond to an authentic, engaging, and complex question, problem, or challenge. We at Suyog Sunderji Wisdom School will be asking students to participate in various projects like the Hunger Project, Child Labor Project etc.

Occasionally issues may arise which will require students to be active participants in such projects. We therefore need your consent for the same.

Student's Name: _____

Grade : _____

Parent's Name: _____

Signature _____ Date : _____

Please tick (✓) on the applicable option -

- No, I do not give permission for my child to be part of the Project.

- Yes, I give permission for my child to be part of the Project.

DECLARATION FORM

Self-direction is a skill that children must learn for themselves. It cannot be done for them or forced on them. I will resist the temptation to intervene and will trust my child to learn in their own way.

I agree not to undermine my child's confidence and commitment by comparing them unfavorably to others.

I agree to understand the challenges and successes of my child, even they may not be similar to my childhood experiences or to the expectations of my friends and acquaintances.

Occasionally issues arise which require direct contact between members of the School and particular parents; therefore, I agree to attend any meeting to which I am asked by the School.

I agree to respect my child as a person and a competent student at Suyog Sunderji Wisdom School. I agree to support my child's autonomy by acknowledging their freedom and honoring their need to act on their own as they grow and learn in Suyog Sunderji Wisdom School. I agree to trust my child.

I confirm that I have read the contents of this diary and promise to abide by all rules, regulations and policies of the Suyog Sunderji Wisdom School.

Date : _____

Father's / Guardian Signature

Mother's Signature

Checked

GENERAL SCHOOL RULES

- The school reserves the right to terminate the continuation of students with unsatisfactory progress or whose conduct is unexemplary for others.
- Students who are escorted to and from school in the care of domestic staff must submit an undertaking from the parent with the photograph of the nominated escort at the school office. They shall be allowed to leave the school premises with the nominated escort only if the request has been approved by the school authorities. Students may not leave the school premises without their nominated escort. In case of a delay in the arrival of such escorts, they should report the matter to the school office.

Observance of the following is compulsory for all students and deviations will lead to disciplinary action :

- Every student must carry this Almanac to school every day and use it productively.
- Uniform is compulsory during school hours and for all school functions including all such instances where students are representing the school outside.
- Bullying and the use of foul language are punishable offences, whether in or out of school. Students found indulging in the same will be expelled.
- Students are expected to carry books and notebooks in strict accordance with the time table and refrain from bringing unnecessary material to school.
- Students are prohibited from bringing any publication, reference books, Electronic Devices, including mobile phones, cameras , i-pods, i-pads, Tablets and secondary storage devices (CDs, DVDs, pen drives, portable HDD, micro SD cards, etc.), not relevant to academic pursuits. Violation may result in suspension and / or levying of heavy fine in addition to confiscation of the items.
- Bringing money to school is not allowed. It is strictly against school policy.
- Bringing expensive stationery (pens, pencils fancy pencil boxes, etc) to school is strictly forbidden. Such items will be confiscated. Heavy fine will be levied on those found in possession apart from being suspended from school.
- In the interest of their own security , students are advised not to buy or receive any articles, gifts or foodstuff from anyone at all en route.

- Exploding crackers on any occasion or splashing colours in the school premises or in the school bus is strictly forbidden. Students found guilty will be expelled from school without notice.
- It is mandatory for all the students, unless instructed otherwise, to be present for the festivals and functions celebrated in and outside the school.
- **In case a student misses out on bringing tiffin to school, the parents are requested to not bring the tiffin to school themselves or send it through someone. Instead, they should intimate the same to School office before recess. School office will not entertain the tiffin owing to security reasons.**
- As a policy, our school believes in vegetarian food and non-vegetarian food is strictly forbidden. This includes egg cooked in any form, or mixed with other eatables.
- Carrying napkin and mat to school is mandatory for every student. Hence, students must carry these to school daily along with a spoon and use the same while having tiffin.

LATE ARRIVAL IN SCHOOL

- Students are expected to reach school 10 minutes before the start of the school. Students arriving late will not be allowed to enter the school premises without a plausible explanation.
- Arriving late for school is not acceptable. Students found to have come late for more than one day in a term will not be allowed to attend classes on second such occurrence and disciplinary action shall be taken against them.
- On each occurrence of reporting late to school, the “Record of Late Coming” section will be stamped and initialed by the gatekeeper, specifying the date and time of late arrival.

ABSENCE FROM SCHOOL

- A student who has been absent on the previous day will not be able allowed to attend the class unless his / her parent has entered an explanation stating the reasons for the absence , in the **“Leave or Absence Record”** section of the Almanac, for each day (valid for 2 days) the student has been absent from school. Intimation for absence upto 2 days may be sent via email alternatively.
- In case of absence for more than 2 days on medical grounds , Medical Certificate and Prescription (photocopies) should be attached along with application.
- In case a child reports to school without an explanation in the Almanac, the parents will be called to school and the child will be sent back home.
- Absence from school for more than 5 consecutive days is not allowed, except on medical grounds.
- Repeated absence without notice or unexplained absence without written application for more than six consecutive days renders the student liable to have her/ his name struck off rolls. Re-admission may only be granted after approval by the head of the School and payment of prescribed re-admission fee.
- There is no provision for half day leave , therefore students who are not well should not be sent to school , even on the days of assessments. The child will be marked absent if he/she was to be taken home by parents/ guardians/ authorized persons during school hours, even if it was to be an assessment day. The child will be awarded a zero for the assessment taken on that particular day.
- Parents will be promptly informed in the event of serious illness or emergency and may be requested to come to school to take their ward home, if necessary.
- All students are expected to attend school on the first day following the vacations. Absence on the day of closing / reopening of the school before / after vacations will attract strict disciplinary action.
- It is compulsory for students to achieve 90% attendance in each term in order to be eligible to take the end of term assessment. This stipulation can only be relaxed on genuine grounds , at the sole discretion of the Head of the School.
- Absence for more than 10% of total number of working days may result in detention of the child in the same class. Even on medical grounds, a student cannot remain absent for more than 20% of the total working days.

SCHOOL UNIFORM

- Students must wear their uniform with pride and ensure that they look neat, tidy and presentable at all times. I-card for all and hair bands for girls are an integral part of the uniform and must be worn at all times.
- A student must always come to school in neat and clean uniform, also during the practical and special classes.
- Students are required to attend all school functions/ activities, Open House, in or outside the school in school uniform only.
- Students who are not in a complete/ neat and tidy uniform can be debarred from boarding the bus/entering the school.
- School uniform with black formal shoes & white school shoes is compulsory.
- P.E. / House Uniforms (Alpha / Omega) with white canvas shoes to be worn by the students on the days mentioned in the timetable.
- During winters, School Winter Jacket is compulsory. No Fancy Winter Jacket will be allowed in the school.
- School Belt is mandatory for all the students.
- Each student is supposed to carry a clean, ironed handkerchief to school every single day without fail. Repeated offence in this regard will incur disciplinary action.
- Bloomers/ under skirts are mandatory for girls from Grade Nursery – IV.
- Girls are not allowed to apply henna on their hands. They are not allowed to wear earrings or rings or nose rings. However, a pair of small ear studs is permitted.
- Girls with long hair should plait their hair. It is mandatory for girls to wear hair band in the school campus, inside the bus as well as outside the school campus while representing the school. Failure to follow the rule will result in suspension from school.
- Colouring, bleaching or highlighting the hair is not permitted.
- Boys are expected to have a proper hair cut. Dyeing of hair or using hair gel is not permitted.
- Daily bath is compulsory for all students.
- Shirt buttons should not be kept open and the shirt should be tucked in properly irrespective of the dress i.e uniform or coloured dress.
- Ensure student's come well groomed in complete school uniform.

HOMEWORK POLICY

As a part of continual learning and to maximize learning benefits, sincere and disciplined approach to regular studies, homework submission and time management is expected from all the students. At SSWS we regard homework as an integral part of the curriculum – it is planned and prepared alongside all other aspects of learning. And thus we believe that the purpose of homework is:

- For reinforcement of the day/ week's lesson and content;
- Expanding on the skills and content learned from class;
- Instilling a sense of responsibility and
- Instilling skills like time management skills and independent study skills.

Homework will be set at the teacher's discretion when deemed necessary. The estimated time allotted to complete a set of homework will be proportional to the number of days between the setting and the submission of the homework.

We ask that parents monitor their child's work to ensure that they are with the demands of homework, and that they are completing work to a high standard.

Teachers expect homework to be done properly and punctually. Failure to do homework is treated seriously and, when home work is missed consistently, the teacher will notify parents and decide on an appropriate course of action.

BIRTHDAY CELEBRATION POLICY

Suyog Sunderji Wisdom School recognizes that birthdays are a special day for our students as they are important milestones for children of all ages. We announce the birthday child's name in the morning assembly; classes sing the "Happy Birthday" song.

We have provided a list below of choices for honoring your child on their special day:

- You can send your child in "Birthday Dress".
- No eatables or gift articles to be distributed in the classroom to his/her classmates. Not even in the bus.
- You may donate a book to the school library.
- You can donate a sapling.

Only for Grade 1 and 2 - Children can get chocolates (cost not more than Rs 5/-per piece) to distribute in class.

We appreciate your support and understanding as we continue to reflect on how to provide all students with a healthy environment.

FIELD TRIPS

Grade I - IV	Grade V - VIII
Visit To Empress Garden	Visit To Bank
Visit To Aga Khan Palace	Visit to Science Park
Visit To Morachi Chincholi	Visit To National War Museum
Visit To Tribal Museum	Visit To Animal Shelter

ASSESSMENTS

The scope of evaluation at SSWS extends to almost all areas of the student's personality development. It includes both scholastic and co-scholastic areas and is comprehensive in nature.

Evaluation is continuous and reveals the strengths and areas of improvement of the students frequently, so that learners have a better opportunity to understand and improve themselves. It also provides feedback to the teachers for modifying their teaching strategies according to individual student needs. In view of getting a complete picture of the child's learning, assessments at SSWS focus on every child's ability to learn and acquire desired skills related to different subject areas while developing individual skills, interests and attitudes.

The assessments are done with the purpose to achieve the following objectives:

- To help develop cognitive, psychomotor and affective skills.
- To make evaluation an integral part of teaching learning process.
- To use evaluation for improvement of students achievement and teaching –learning strategies on the basis of regular diagnosis followed by remedial instructions.
- To use evaluation as a quality control device to maintain desired standard performance

Formative Assessments (FA) are done on a regular basis through journals, written work, portfolios, project work, classroom interactions, peer and self assessments, cyclic tests along with many other learning tasks.

There are four Formative Assessments (FA) through out the academic year **FA1, FA2, FA3 & FA4.**

Summative Assessments (SA) are written assessments which are taken by the students at the end of each semester. It is usually a graded assessment and is marked according to the CBSE scale of grades.

There are two Summative Assessments (SA) at the end of each of the two semesters **SA1 & SA2.**

GRADING SYSTEM (I- V)

FIRST TERM

Type of Assessment	Percentage in Weightage in academic session	Month	Term wise weight age
Formative Assessment 1 (written)	10%	July	FA (1+2) =20%
Formative Assessment 2 (continuous)	10%	April September	
Summative Assessment 1 (written)	30%	September	SA1 = 30%

SECOND TERM

Type of Assessment	Percentage in Weightage in academic session	Month	Term wise weight age
Formative Assessment 3 (written)	10%	January	FA (3+4) =20%
Formative Assessment 4 (continuous)	10%	October - March	
Summative Assessment (written) 2	30%	March	SA2 = 30%

GRADING SCALE

Scholastic Areas (Grading on 9 points scale)

Grade	Marks Range	Grade Point
A1	91-100	10.0
A2	81-90	9.0
B1	71-80	8.0
B2	61-70	7.0
C1	51-60	6.0
C2	41-50	5.0
D	33-40	4.0
E1	21-32	3.0
E2	00-20	2.0

Co-Scholastic Areas (Grading on 5 points scale)

B. Co-Scholastic Areas :

- a. Computer
- b. General Awareness
- c. Art and Design
- d. Music and Dance
- e. Physical Education
- f. Personal Attributes
- g. Social & Emotional Traits

Grade	Grade Point
A+	Outstanding
A	Excellent
B	Very Good
C	Good
D	Scope of Improvement

GRADING SYSTEM (VI - VIII)

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

Subjects	TERM 1 (100 marks) (1 st half of the session) 20 marks Periodic Assessment + 80 marks for Half Yearly Exam		TERM 2 (100 marks) (2 nd half of the session) 20 marks Periodic Assessment + 80 marks for Final Exam	
	PA 20 marks	Half Yearly Exam	PA 20 marks	Final
English	<ul style="list-style-type: none"> ● Periodic Test 10 marks with syllabus covered till announcement of the test dates by the school ● Note Book Submission 5 marks at the term- end ● Subject Enrichment 5 marks at the term- end 	<ul style="list-style-type: none"> ● Written Exam for 80 marks with syllabus covered till announcement of Half Yearly exam dates by the school 	<ul style="list-style-type: none"> ● Periodic Test 10 marks with syllabus covered till announcement by the school ● Note Book Submission 5 marks at the term- end ● Subject Enrichment 5 marks at the term- end 	<ul style="list-style-type: none"> ● Written Exam for 80 marks with syllabus coverage as below: Class VI : 10% 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
Hindi				
Marathi				
Mathematics				
Science				
Social Science				

B. Co-Scholastic Areas :

- a. Work Education (ICT)
- b. General Awareness
- c. Art and Design
- d. Music and Dance
- e. Physical Education
- f. Project Work
- g. Life Skills - Social Skills
- h. Life Skills - Emotional Skills

C. Discipline

GRADING SCALE

Scholastic Area: A

(Grading on 8 Point Scale)

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

Co- Scholastic Areas: B

Discipline: C

(Grading on 3 Point Scale)

GRADE	GRADE POINT	GRADE ACHIEVEMENTS
A	3	Outstanding
B	2	Very Good
C	1	Fair

Terms & Conditions regarding
FEE PAYMENT SCHEDULE 2021-22

Term I Starts – 1st April 2021 & Term II Starts 1st October 2021

Rules Regarding Payment of Fees:

School Fees must be paid in favour of “ **BHARAT PUSHP FOUNDATION TRUST**”, payable at Pune. Fees can be paid through Cheque/ DD/ Cash or online bank transfer.

Bank Transaction Details for Online Transfer :

DRAWN on : “ BHARAT PUSHP FOUNDATION TRUST”

Bank Name : Bank of Maharashtra , Wagholi, Pune

A/C No : 60279483174

IFSC CODE : MAHB0001425

Installment	To Be Paid By
Term I	20th April to 15th May 2021
Term II	15th October, 2021

- Students's name & Grade should compulsorily be written on the reverse of the cheque/ DD.
- Any payment after the due date will attract a fine of Rs.25/- per day.
- Dishonored cheques will attract a fine of Rs.500/- and also late fees of Rs.25/- per day.
- Students will not be allowed to appear for the assessments, unless all fees / dues are paid before the test / assessments.
- No deduction in fees are made for vacations or broken periods.
- Parents who desire to pay the full years fees may do so. (Please contact school office)

Rules Regarding Withdrawal & School Leaving Certificate

- Withdrawals from the school can be made through written application by the parent of the student.
- The school leaving certificate application should be submitted in school office three calendar months before the start of the new term or else the fees for the next term will be charged.
- The school leaving certificate and other letters will be issued within 15 working days after application for withdrawal is processed, subject to all outstanding fees being settled.
- **Fees once paid will not be refunded in any case.**

Parent’s Sign.

Monthly Syllabus Completed For June 2021

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For July 2021

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For August 2021

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For September 2021

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For October 2021

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For November 2021

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For December 2021

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For January 2022

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For February 2022

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

Monthly Syllabus Completed For March 2022

Subject	Lesson Number	Date of Completion
English		
Marathi		
Hindi		
Maths		
Science		
Social Science		
Computer		

Signature of Principal / Coordinator : _____

Signature of Parent : _____

MAY 2021

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						<i>1</i>
<i>2</i>	<i>3</i>	<i>4</i>	<i>5</i>	<i>6</i>	<i>7</i>	<i>8</i>
<i>9</i>	<i>10</i>	<i>11</i>	<i>12</i>	<i>13</i>	<i>14</i>	<i>15</i>
<i>16</i>	<i>17</i>	<i>18</i>	<i>19</i>	<i>20</i>	<i>21</i>	<i>22</i>
<i>23</i>	<i>24</i>	<i>25</i>	<i>26</i>	<i>27</i>	<i>28</i>	<i>29</i>
						<i>Facilitators Resume School After Summer Break</i>
<i>30</i>	<i>31</i>					

JULY 2021 Working Days- 21

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Application Of Candidates For Student Council Van Mahotsav Week Begins	2 Interview Of Candidates For Student Council	3 Working For Staff Formation Of Democratic Govt Expert Talk (Grade 5 to 7)
4	5 Canvassing For Election Begins	6 Canvassing During Assembly	7 Canvassing In classes	8 Canvassing	9 Canvassing Ends	10 Holiday For Teachers Office Working
11	12 Experiential Learning Grade 1 & 2	13 Election For Student Council	14 Counting and Declaration Of Results Singing Of Abangan	15	16 Mock Investiture Ceremony	17 Investiture Ceremony Student Council Orientation & Induction- Mentorship Program
18	19 Virtual Field Trip Alandi To Pantharpur Grades 1-7	20 Eid & Ashaadi Ekaadashi Celebration & Activity Grades 1-7	21 Bakri Eid Holiday	22 Guru Purnima Celebration Grades 1-7	23 House Event Poetry Competition – Grade 1 to 7	24 Guru Purnima Holiday For Facilitators Office Working
25	26 Personalized Letters/ Cards For Friendship Day Grade 1 to 7	27 Posting of Letters/Cards	28 Friendship Theme T- Shirt painting Grades 5-7	29 SGA Founders Day	30 World Friendship Day Activity Grade 3 to 7 Teddy Bear Theme Grade 1 & 2	31 PTM Working For Staff

AUGUST 2021 Working Days - 22

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1 World Friendship Day	2 Portion For PT - I To Be Sent To Students	3 Skill Development Inculcating Grace & Courtesy Grade 3 to 7	4	5	6 Kahani Pathshala Grade 1 & 2	7 Holiday For Facilitators
8	9 World Tribal Day Field Trip to Tribal Museum Grade I to 4	10	11	12 PT - I Begins	13	14 Working For All
15 Independence Day 3-7	16 Parsi New Year Special Assembly Grades 1-7	17	18	19	20 Rakshabandhan Celebration Grades 1-7	21 Holiday For All
22 Non Instructional Day	23 Expert Talk To Student Council Tips To Organize Events	24	25 Student Council To Prepare For TEACHER'S Day	26	27	28 Working For All
29	30 Listen With Your HEART BagvadGita- Recitation -Jammashtram Grades 1-7	31 Community Project - I Begins Grades 1-7				

SEPTEMBER 2021 Working Days - 21

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
5	6	7	8	9	10	11
Teacher's Day	Hindi Saptah Begins Panchatantra Ki Kahaniya Retold By Students Grade 3 to 7	Ganesh Stories Grade 1 & 2 World Literacy Day Field Trip To British Council Library Grade 3 to 7	Modak/Ladoo Party With Ganesh Grade 1 -4	Teacher's Day Celebration Student Council Grades 1-7	Holiday For Teachers Office Working	Open Day Grade 1-7 Working For All
12	13	14	15	16	17	18
	Ganesh Model Making Grade 5 to 7	Hindi Bhasha Divas Celebration Grades 1-7				Holiday For All
19	20	21	22	23	24	25
Anant Chaturdashi	Portion For Half Yearly Exams To Be Sent To Students					Working For All Student Council Mentorship Program
26	27	28	29	30		
				Pro Langadi House Event Grade 1 & 2 Pro Kabaddi House Event Grade 3 to 7		

OCTOBER 2021 Working Days- 18

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Joy Of Giving Week Grade 1 to 7 Field Trip to Aghakhan palace Grade 1 to 4	2 Sp. Assembly (All Religions Prayer) Partial Working Grades 1-7 Gandhi Jayanti
3	4	5	6 7	8 Navratri Begins Celebrating Women Of India Grades 3-7	9 Working For All Student Council Mentorship Program	
10	11	12	13	14 Dussehra & Eid Celebration Grades 1-7	15 DUSSEHRA HOLIDAY	16 Holiday For All World Food Day Skip A Meal
17	18 Study Leave	19 Eid -E-Milad Holiday	20 Half Yearly Exams Begin Half Day	21	22	23 Working For All
24	25	26	27	28	29 Half Yearly Exam Ends For Grade 5 to 7 Halloween Parry Grade Grade 1 to 4	30 Holiday For Facilitators Office Open
31 Halloween	<p align="center"> <i>1st-6th -Joy of Giving</i> <i>7th - 13th - Celebrating Women of India</i> <i>20th-27th -Half Day during Exams</i> <i>18th Teachers will work</i> </p>					

NOVEMBER 2021 Working Days- 11

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 <i>Diwali Holidays Begin GRATITUDE MONTH</i>	2	3	4 <i>Laxmi Pujan (Diwali)</i>	5 <i>Padva</i>	6 <i>Bhai Bheej</i>
7	8	9	10	11 <i>IGKO</i>	12	13 <i>Working For Staff Student Council Mentorship Program</i>
14 <i>Bal Diwas</i>	15 <i>School Reopens For Students Concert Practice Begins Grades 1-7</i>	16	17	18 <i>IEO Guru Nanak Jayanti Special Assembly Bal Diwas Celebration Grades 1-7 Performance By Facilitators</i>	19 <i>GURU NANAK JAYANTI HOLIDAY</i>	20 <i>Holiday For All</i>
21	22	23 <i>Fable-ous Show Tell A Tale Grade 1 & 2</i>	24	25 <i>NSO Thanks giving Day Community Project -2 Grades 1-7</i>	26	27 <i>PTM Grades 1-7 Working for all</i>
28	29	30 <i>Bagless Day Half Day For Students Indian Army Day Field Trip to National War Museum Grade 1 to 7</i>				

- ◆ House Event to be conducted
- ◆ Subject to change as per Government guidelines
- ◆ Office closed – 1st to 7th
- ◆ Office resumes- 8th

DECEMBER 2021 Working Days – 17+2 Concert Days

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
To take children to different spots to sing Carols Annual Concert –Date to be decided *Subject to change as per Government guidelines Office open all 3 Saturdays		to sing Carols	Concert Practice Continues Grades 1-7		House Event Spell Bee Competition Grade 1 to 7	Holiday For All
5	6	7	8	9	10	11
				IMO	CHILLAX PYJAMA PARTY Grade 1 - 2	Working For All
12	13	14	15	16	17	18
				Elimination Round For Debate Grade 5 - 7	OVERNIGHT CAMP CHITTER CHATTER WITH BUDDIES& STAR GAZING Grades 3-7	Working For All
19	20	21	22	23	24	25
	Carol Singing Begins Grades 1-7	Portion To Be Sent PT2		Christmas Celebration DRESS TO EXPRESS Grade 1 to 7	CHRISTMAS HOLIDAYS BEGIN	Christmas Day Office Closed
26	27	28	29	30	31	
	Office Open	Office Open	Office Open	Office Open	Office Closed	

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1 Office Closed New Year's Day
2	3 Facilitators To Resume Post Christmas Break	4 School Reopens For Students	5 Don't Be A Couch Potato Zumba Session Grade 3 to 7	6 House Event Essay Competition Grades 3-7	7 Working For All Student Council Mentorship Program	8
9	10 Revision Begins PT 2	11 Rock & Roll Aerobics Grade 1 & 2	12 Field Trip to Science Park Grade 1 to 7	13 Kite Making & Flying Activity Grade 1 to 7	14 MAKAR SANKRANTI HOLIDAY	15 Holiday For Facilitators Office Open
16	17	18 PT-2 Begins	19 Republic Day Preparation	20 PT 2-Ends	21 Final Debate Round Grade 5 – 7	22 Working For All
23	24	25	26 Republic Day Celebration Grades 3-7 A Tribute To Motherland Performance By PTA	27	28	29 Working For All
30	31 Martyrs Day Activity Day Wrapping Art Activity Grade 1 to 3 Candle Making Activity Grade 4 to 7					

FEBRUARY 2022 Working Days-20

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	Holiday For All
6	7 Warli Art Workshop Grade 1 & 2	8	9	10	11	12 Working For All PTM
13	14 Workshop Tie & Dye Grade 5 -7	15	16	17	18	19 Shivaji Jayanti Holiday For All
20	21 Workshop On Madhubani Grade 3-4	22	23	24	25	26 Marathi Divas Working For All
27	28 Mahashivratri Special Assembly National Science Day SCIENCE & ART EXHIBITION Grade 1 - 7					

MARCH 2022 Working Days- 21

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 MAHASHIVRATRI HOLIDAY	2	3 Portion To Be Sent Grade 1 -7	4	5 Holiday For Facilitators Office Working
6	7 Visit to Bank Grade 5-7	8	9	10	11	12 FOUNDERS DAY Working For All
13	14 Revision Begins For Final Exams Grade 1 -7	15	16	17	18 HOLI HOLIDAY	19 Holiday For Teachers Office Working
20	21	22	23	24 Holi Celebration Chef's Corner Eat A Rainbow Grade 1 & 2 Making Natural Dyes Grade 3 -7	25	26 Working For All
27	28	29	30	31 Half Day Bagless Day Make Your Own Summer Drink Grades 1 -7		

APRIL 2022 Working Days- 07

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 GUDI PADWA HOLIDAY	2 Holiday For Teachers Office Working
3	4 Final Exams Begin Half Day During Exams	5	6	7	8	9 Working For All
10	11	12 Final Exams End	13 Summer Holidays Begin For Children	14 DR. AMBEDKAR JAYANTI HOLIDAY	15 Good Friday Holiday	16 Holiday For Teachers Office Working
17	18	19	20	21	22	23 Report Day Working For All
24	25	26	27	28	29	30 Working For All Last Working Day For Facilitators



**EVERY CHILD
IS PERFECT
IN AN
UNUSUAL WAY**

Kindergarten - Grade VII (Progressing Every Year)



School Session / Terms:

June to October

November to April

Office Timings:

8.45am to 4.00pm



Head Office: Adjacent to Suyog Nisarg, Gat No: 1395/1 & 1428,
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