



DELHI
International School
SENIOR SECONDARY, VALANCHERY
AN ISO 9001:2015 CERTIFIED INSTITUTION
+91 90 6184 3999 +91 494 296 6799



STUDENT PLANNER 2023-2024

Name:.....

Grade:..... Div:..... Roll No.....

Best Wishes for a Great Academic Year

Management, Principal & Staff



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International School
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(To be filled in Block Letters and signed by Parent)

Name.....

Grade & Div. Roll No.....

Admission No Date of Birth

Father's Name

Mother's Name

Home Telephone No:.....

Mobile Number of Parent:

Alternative Mobile Number:.....

Occupation of Father (Pl. Specify):

Occupation of Mother (Pl. Specify):

School Vehicle Number:.....

Details of siblings, if any, studying in this school. (only details of real brothers / sisters to be entered) Please mention Name, Grade & Section

1.....

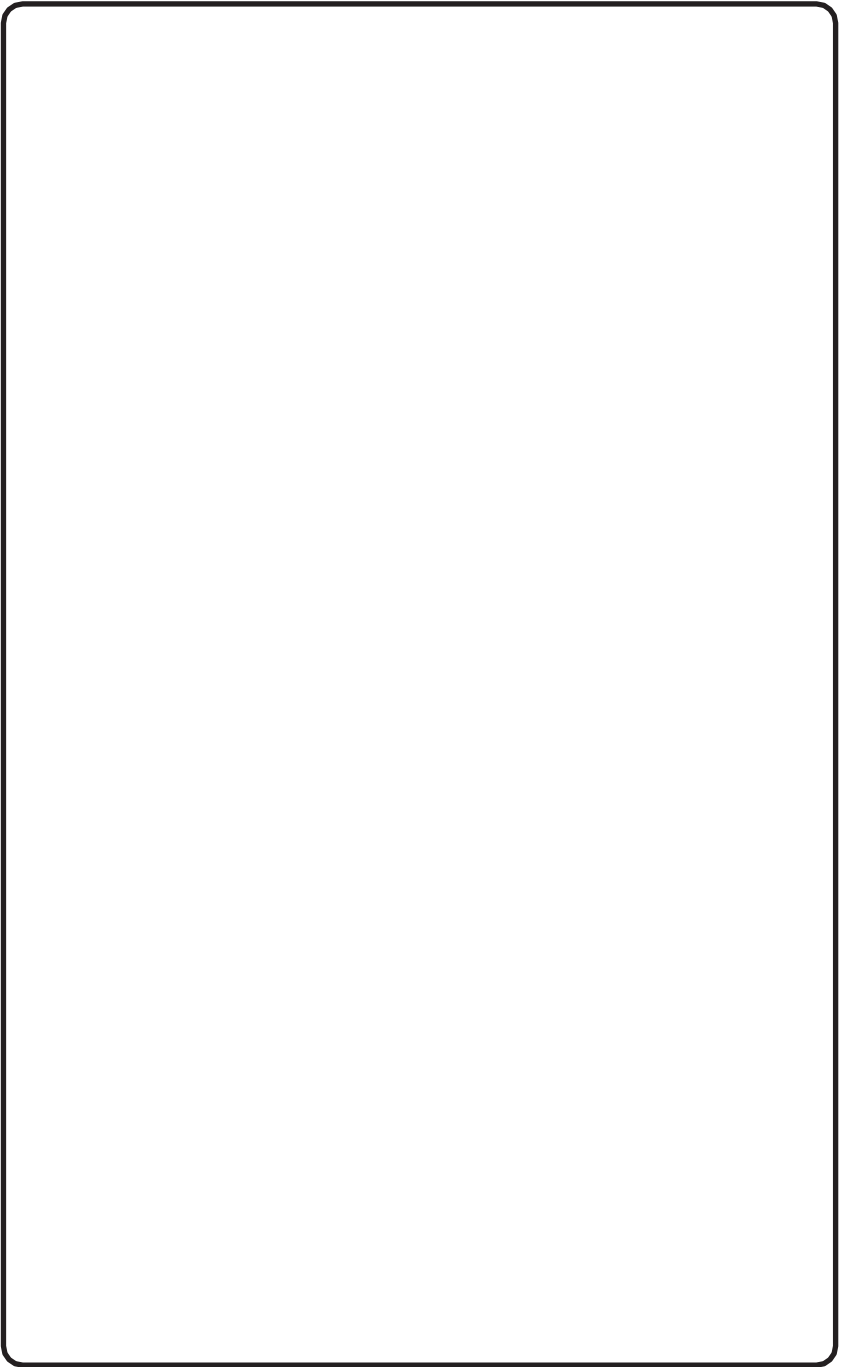
2.

- I have read, understood and agree to abide by the rules and regulations of Delhi International School and will also persuade my child to strictly follow the same.
- I agree to accept any change which the management brings about in the school rules and regulations.

Name & Signature of Parent

Name & Signature of Class Teacher

Signature of Principal



STUDENT'S PERSONAL DATA

Paste a
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(To be filled in by Parent / Guardian in Block Letters)

Name

Grade & Div. Roll No.....

Admission No Date of Birth

Father's Name.....

Mother's Name

Home Address

.....

Home Telephone No:

Mobile Number of Parent:

Alternative Mobile Number:

Email Id of Parent:

Occupation of Father (Pl. Specify):

Occupation of Mother (Pl. Specify):

School Vehicle Number:.....

Details of siblings, if any, studying in this school. (only details of real brothers/sisters to be entered)

Please mention Name, Grade & Section

1

2.....

3.

Name & Signature of Class Teacher

Signature of Principal

SCHOOL PRAYER

**Dear God, be with me, through this day,
Guide me to do what is right,
Keep me away from what is wrong,
At home, at work and at play**

PRAYER

O God, make our school a home away from our home. Make us always feel / that we all belong to a family/and that the teachers are like our parents. We believe/that you speak through them / when we listen to them. Shower your blessings on our school and on each member for their growth and progress / please be with us always.

Thank you

പ്രാർത്ഥന

കാരുണ്യ കൈവീളുകായൊരു ജ്യോതിസ്സേ
നേരായ മാർഗ്ഗം നീ കാട്ടേണമേ
ഇത്തിരി മുന്നോട്ട് പോകുവാനായെന്റെ
ഉൾത്തിരി ഒന്നു കൊളുത്തേണമേ
കാണായവയ്ക്കെല്ലാം പിന്നിൽ പൊരുളായി
കാണപ്പെടാതെയിരിക്കുവേണമേ
ഞാനൊരു മൺതരി മാത്രമാണെങ്കിലും
സ്തംഭമവിടുത്തെ സൃഷ്ടിയല്ലേ
നിത്യനായുളളൊന്നെന്നീതിയും ധർമ്മവും
സത്യവുമെന്നിൽ തെളിയ്ക്കേണമേ
കൈവിടാതെന്നെ നീ കാരുണ്യകാതലേ
കൈവലുദാതാവേ കൈതൊഴുന്നേൻ

പ്രാർത്ഥന

नमस्ते नमस्ते है प्यारे भगवान्
मेरे सामने हि होना प्यारे भगवान्
बुद्धी और विशुद्धी ही स्वभावशुद्धी ही सदा
भक्ति और विवेक भी देना तुम परमपिता
वासयोग्य तुम बनाओ ए विधानिकेतन को
उतना ही सुनदर तुम बनाओ इस आराम को

PLEDGE

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

NATIONAL ANTHEM

Jana gana mana adhinayaka jaya hay
Bhaaratha Bhaagya Vidhaata
Punjab Sindhu Gujarat Maraatha
Draavida Utkala Banga
Vindhya Himaachala Yamuna Ganga
Uchala jaladhi taranga
Tava Shubha naame jaage
Tava shubha aashisha maage
Gaahey tava jaya gaatha
Jana Gana Mangala Daayaka jaya hay Bhaaratha
Bhaagya Vidhaata
Jaya hay, Jaya hay, Jaya hay
Jaya Jaya Jaya Jaya hay

ABOUT THE SCHOOL

Delhi International School, located in the serene and silent part of Valanchery, was established in the year 2005 with the aim of providing quality public school education in line with a

National Curriculum, simultaneously ensuring the holistic development of children. We have made a conscious effort in combining curricular and co-curricular activities so that the students of our school have an edge over the others to face the challenges in the world and prove to be worthwhile global citizens.

The school got affiliated to the Central Board of Secondary Education – New Delhi, in 2009, in 2011, the school was granted approval for up gradation to the Senior Secondary level. The first batch of students appeared for AISSE in March 2010 and the first batch of students appeared for AISSCE in March 2013.

Mr. Mohammed Ali C.K.M, a man who is committed in contributing his maximum towards education, is the Founder and Chairman of Delhi International School. Under his visionary leadership the school has prospered.

The achievements of our students in CBSE AISSE and AISSCE have been outstanding. The school also holds a record in achieving consistent 100% pass in CBSE board examinations. Our school also has many glorious achievements in different Interschool Competitions.

Our VISION is the evolution of the institution into a world class children's community producing the finest school graduates to serve and lead an advanced and modern society of tomorrow.

The MISSION of the institution is to function as a 'Finishing School', for children by promoting among them a thirst for knowledge, creative talents, basic human values, self-reliance, team spirit, leadership qualities resulting into an all-round personality development, through superior educational facilities

The MOTTO of the school is to be a reservoir of knowledge, which proclaims not only the very purpose of education but also the basic tenets of a global society in a new world order.

Procedure for Admission

REGISTRATION

Parents are requested to visit the school on any working day to register their child's name for admission by filling in the Registration Form.

INTERACTION WITH STUDENT

Child along with parents will have an interaction with the Principal. Date, Day and Time will be informed over phone.

SUBMISSION OF ADMISSION FORM WITH ALL DOCUMENTS

Parents are requested to fill in the admission form carefully and have to Submit the following documents along with the admission form.

1. An attested copy of Birth Certificate
2. Original TC, Mark / Grade Statement and Conduct Certificate issued by the Principal of an Affiliated School (for classes above I Standard)
3. 3 Passport size photograph of the child
4. 2 Passport size photographs of Parents
5. Required fee
6. Copy of Student's Aadhar Card.
7. Vaccination Certificate (for Montessori admission)

ADMISSION CONFIRMATION

School will generate an admission number and allot the class for the child.

SUBJECT COMBINATION AT SENIOR SECONDARY

SCIENCE

1. Chemistry
2. Mathematics/IP/
Computer Science
3. Biology/IP
4. Physics
5. English core

COMMERCE

1. Accountancy
2. Business studies
3. IP/Maths/ Computer Science
4. Economics
5. English Core

CURRICULUM & TEXTBOOKS

The school is following CBSE curriculum and most of the text books prescribed for the students are published by the NCERT. However in Grades 1 to 5, textbooks other than those published by NCERT, but conforming to the CBSE syllabus are also prescribed.

MADRASSA

Madrassa classes are included in the regular timetable. Textbook for madrassa will be given from the school. Examination and evaluation will be done along with regular subjects. Qualified and experienced teachers will handle madrassa classes.

WORKING DAYS

The school shall be open for students on all working days (Monday through Friday). The school shall deliver lessons online when classes cannot be conducted at school on regular working days during an academic year. The medium of conducting online classes shall be decided by the school and the same shall be intimated to the parents.

EXAMINATIONS

- There will be Two Periodic Tests and Two Terminal Examinations in an academic year, for students up to class X. Unit Tests will be conducted regularly.
- Parents are requested to ensure that their children prepare well for the Unit Tests, Examinations and Activities.
- In each term two subject enrichment activities are compulsory for all the subjects and note book

Maintenance also is evaluated.

- After each Periodic Tests, the Report Cards will be sent to the parents. It should be signed and returned to the school promptly within 2 days from the date of issuance.
- After each terminal examination, an open forum (face to face programme) will be arranged for the parents and students. Parents of students who couldn't score a pass mark in the examinations will be required to meet the Principal. **NO REQUEST FOR RETEST WILL BE ENTERTAINED.**
- The senior secondary students will have unit tests and two terminal examinations. The promotion of a student to class XII will be based on the Annual Examination in Class XI. A student must have an average of 40% marks in each subject to be eligible for promotion to class XII. **NO REQUEST FOR RETEST WILL BE ENTERTAINED.**
- Students who opt school dining ,will be provided with break fast,lunch and evening refreshment from the school.

EXTRA-CURRICULAR ACTIVITIES

- School has special gaming area,which the students can use by following the rules .(Special training for Yoga/Karate/Dance/Music is available in the school. It is compulsory for all students of Grades 3 to 9 to join any one of these activities.)
- Special coaching for selected games for selected students will be provided from the school after school hours.



GENERAL RULES & REGULATIONS

WORKING HOURS

The school works from Monday through Friday for the students of Grades 1 to 12. The school timings will be from 9.30 am to 4:00 pm. Holiday declared by the State Government / District authorities may not necessarily be applicable to the school. The school may not declare holiday on account of Hartal imposed by political / social organizations, provided vehicles can safely ply on roads.

ATTENDANCE

- All students are expected to attend the school on all days and for the full day. Half day applications will not be entertained.
- Students must be present in the school after holidays / vacations on the reopening day of the school. They must also remain present in the school on the last working day of the school, preceding the holidays / vacations.
- All students are expected to report 10 minutes before the scheduled school time.
- A pupil must have 75% of total attendance to be eligible for promotion. Proper and valid medical certificate from competent authority must be produced for absence for more than six continuous working days.
- Continued absence for 15 consecutive working days without prior intimation to the school will result in the student's name being struck off without notice to the parents
- Parent should make a request for leave in advance and only when they are convinced of its absolute necessity or if it is a case of injury or illness of the student.

- Students will not be sent home even in an emergency with anyone who might come to pick them up during school hours without a written request from the parent or guardian. A student shall be permitted to leave the school premises during school hours only if escorted by parents/guardians/teachers or on a special request made by the parent. While leaving the campus, an out pass signed by the Principal and class teacher must be obtained and shown at the gate.
- Any student who is late in attending school should; write the reason in “Late Attendance Record” page in the Students’ Diary, obtain the signature of his/her parent/guardian and the same has to be brought to the notice of Class Teacher and Principal before entering to his/her classroom.

SCHOOL UNIFORM & APPEARANCE

The school uniform pattern will be as follows:

Montessori: German Red T-Shirt and Navy Blue Pants.

Grade 1 to 5 (Boys): Monday, Tuesday, Thursday & Friday

Shamray Grey Shirt, Navy Blue Tie with White Stripes, Navy Blue Trousers, School Belt, Black Socks & Black Shoes.

Wednesday – House Uniform, School Belt, Black Socks & Black Shoes.

Grade 1 to 5 (Girls): Monday, Tuesday, Thursday & Friday

Shamray Grey Shirt, Navy Blue Tie with White Stripes, Pinafore, Black Socks & Black Shoes.

Wednesday – House Uniform, Black Socks & Black Shoes.

Grade 6 to 10 (Boys): Monday, Tuesday, Thursday & Friday

Shamray Grey Shirt, Navy Blue Tie with White Stripes, Navy Blue Trousers, School Belt, Black Socks & Black Shoes

Wednesday – House Uniform, Black Socks & Black Shoes.

Grade 6 to 10 (Girls): Monday, Tuesday, Thursday & Friday

Shamray Grey Shirt, Navy Blue Blazer, Navy Blue Tie with White Stripes, Navy Blue Trousers, School Belt, Black Socks & Black Shoes.

Wednesday – House Uniform, Black Socks & Black Shoes.

Grade 11 & 12 (Boys & Girls): White Shirt, Navy Blue Blazer(For girls), Navy Blue Tie with White Stripes, Navy Blue Trousers,Black Belt, White Socks & Black Shoes

- Wearing of school uniform is compulsory for the students on all working days. No exemption for wearing of uniform will be granted on religious grounds. Students who come to the school on holidays are also required to wear uniform. Any modification to the school uniform is strictly not allowed.
- Correct and tidy school uniform with identity card must be worn. If for any reason a student cannot wear uniform prior permission of the Class Teacher must be obtained with the support of a request made by the parent in the Students' Diary.
- Low waist pants and short shirts are strictly forbidden.
- On their birthday, students are free to wear clothes of their choice that conform to norms of modesty.
- The students are allowed to wear pure black sandals with rear straps if the weather is rainy.
- Hair must be kept neat and tidy at all times. Fancy hair styling, tinting, dyeing, highlighting and bleaching of hair are strictly not allowed for all students.
- Girls, who grow their hair long, should keep it sleek ponytail with Black Hair Band.
- Boys should maintain their hair properly trimmed and neatly combed. Boys must be neat in appearance and clean-shaven at all times.
- Boys are not allowed to wear earrings/ear studs, ear sticks or have any other forms of body piercing.
- Nails must be kept short and clean. Nail polish, varnish or hardener is not allowed.

JEWELLERY & ELECTRONIC GADGETS

- Jewellery and costly ornaments are not to be worn by students. The school takes no responsibility for the safety of such articles. Only small and simple ear rings are permitted for girls. Artificial and decorative ornaments also will not be permitted. Students up to class III are not allowed to wear wrist watches.
- Mobile phones, DVDs, Pen Drives, Tablets, Memory Cards etc. are strictly prohibited in the school. Any electronic gadgets, if found, will be confiscated and will not be returned in any case.

PARENT CO-OPERATION

- Parents are expected to support and reinforce the school rules and policies. The school expects parents to attend parent-teacher meetings and school functions.
- Parents must ensure that their children are not sent to the school if they are unwell. Children suffering from infectious or contagious diseases should not to be sent to school before they are fully cured. In such cases a medical fitness certificate must be produced on rejoining.
- Parents are expected to pay special attention to the text books and note books of their wards. These must be kept neat and tidy. The particulars (Name, class & Division) should be written on all belongings of the pupils of classes Montessori - 1 to Grade 2.
- The school attaches great importance to discipline. The parents are expected to fully co-operate with the school authorities in enforcing the same. In matters of discipline the decisions of the school authorities will be deemed final.

- Parents are welcome to visit the school off and on to discuss the progress of their wards. On such occasions they are required to meet the Principal first. The visit may be made between 2pm and 4.00 pm on working days.
- The school will conduct periodical **Face to Face** meetings of parents, **CLASS WISE**. It is compulsory for all parents to attend such meetings. Previous permission from the Principal is required to visit a teacher during the school hours other than the scheduled meetings.
- Parents or guardians are specially requested to notify the school of any change in their address or telephone numbers.
- Parents are expected to fully cooperate with the school for preparing the children for various competitions, examinations, performances etc. Parents are also expected to accompany the students for all the competitions, examinations, performances etc. conducted at venues outside the school premises, if selected and recommended by the school.
- School Annual Day Celebrations will be held in every two years.
- Whenever the school takes the students to participate in external activities / competitions, the parents have to bear the expenses.
- Parents are given to understand that they cannot dictate to the Principal and School management. The Management has the sole rights to admit or retain pupils in the school or cancel the admission of the student at its own discretion.
- All parents/students shall accept and adhere to the changes and modifications in the rules & regulation of the school, brought about by the management from time to time.
- All the parents are directed to install the school software in their mobile phones and maintain the same for receiving and sending communications

LIBRARY RULES

- Only one book at a time will be issued on appointed days.
- Library books are issued only to the students of Grades 4 and above. Students of Grades 1 to 3 are provided books to read during their library period and the same has to be returned to the librarian after the library period.
- No pupil may keep the book with him/her for more than 7 days.
- A book may be issued for a further period of 7 days, if there is no demand for it by any other student.
- All library books must be returned before the Annual Examination.
- The Librarian should be notified by the borrower if the book is damaged before accepting the book. Otherwise the borrower will be held responsible and the pupil will have to make good the damage.
- If a student loses a book, the student will have to replace the book or pay double the value of the book as fine.
- Any student who infringes the Library rules will be liable to pay a fine or be debarred from the Library.

SCHOOL PROPERTIES

- Do leave the areas in school in a better condition and state of cleanliness after use.
- Take good care of school properties and premises. If any school property is found to have been damaged / destroyed, the cost of replacement for vandalized items will be borne by student(s) responsible for the damage.
- If the student(s) guilty for damage of school properties cannot be found, the entire class will bear the expenses for the compensation.

SCHOOL VEHICLE RULES

- School Transport service is an optional service facilitated by the school for the convenience of its students.

The school vehicle facility available to the student cannot be expected or demanded as a matter of right.

- Students availing the vehicle facility will be provided with a vehicle number, pick up and alighting stops. Generally the bus timings will operate within 10 to 15 minutes of the pickup and alighting time. Parents are requested to accommodate the same.
- Any change in the timings will be notified to the parent by the Transport Department.
- Students will have to board and alight the school vehicle at the respective stops allotted to them. The Transport Dept. reserves the rights to allot the stops.
- Students while travelling on the school vehicle must maintain discipline. Any student guilty of misconduct will not be allowed to avail the bus facility.
- A student shall be refused the vehicle facility if involved in damage to the vehicle property. Besides, the damage done will have to be compensated by the student.
- No transport facility shall be available for other activities / events that school may plan on holidays / vacations.
- Vehicle employees are not authorized to change/add stops.
- During the initial month of the academic year transportation may not be well regulated. All parents are requested to cooperate with the school.
- The school has taken utmost care for the safety and convenience of the students. Any suggestion / complaint regarding the transport service are to be made in writing strictly to the Transport Department of the school and the same shall be entertained by the Transport Department of the school only.
- It is important that any change to the usual pick-up / drop routine is intimated to the class teacher a day in advance.
- Parents and students are expected to cooperate with the vehicle employees.

SCHOOL FEE

- FEE DAYS ARE MENTIONED IN THE SCHOOL CALENDAR AND STUDENT PLANNER.
- **After the due date of fee remittance, Rs.100/- will be charged as late fee and on each consecutive days of Late payment Rs10/- will be charged additionally.**
- Parents are requested to keep a track of fee payment days to ensure timely payment of school – fee so as to avoid payment of late fee.
- Parents who pay the fee using UPI, should send its screen shot to office mobile number once the payment is done.
- Failure to pay the fee by the specified date will result in the removal of the pupil's name from the rolls of the school. Re-admission will be considered only on payment of the Re admission fee along with the fee dues.
- **School fee statement will only be issued for the present academic year. Parents who file tax returns are requested to collect the same each year if necessary. Please note that request for fee statement should reach the office before 7 working days.**
- **SCHOOL FEE WILL BE REVISED EVERY YEAR BY THE MANAGEMENT TO MEET THE INCREASE IN EXPENDITURE.**
- If the Child takes **TC** in between an academic year, full fee for the academic year must be paid.

WITHDRAWAL

- Advance notice is to be given before the withdrawal of a student. The person responsible should give such notice in writing for the student and not by the pupil. However the fee once paid, including the admission fee will not be refunded nor transferred under any circumstances.
- Pupils who leave without notice and pupils whose names are stuck off the rolls for unexplained absence of more than one month are as a rule, not re-admitted.
- Parents are requested to notify the office on time when the student leaves the school and also the fees will have to be paid

for year..

- Transfer Certificate should be applied for in writing by the parent or guardian in the prescribed form along with No Due Certificates from the Accounts Department and Library. One week notice must be given for the issue of Transfer Certificate.
- Caution deposit will only be refunded within three months from the issue of TC. All refund claims must be made in person by producing the original receipt.

INSTRUCTIONS TO STUDENTS

- All students at all times will behave well and sensibly and show courtesy, consideration and respect for others and do nothing that will bring the school's name into disrepute.
- All school rules apply to all students from the time they leave home for school until they have returned home at the end of the school day, or while taking part in any activity organized by, or related to the school.
- Although the school is not responsible for the behavior of its students outside its premises, due notice will be taken of reports of misbehavior and disciplinary action will be taken against them if the report is substantiated on proper enquiry.
- Pupils must always be neat and presentable (Hair Cut, Nails, Shoes etc. should be neat and clean).
- Pupils are expected to come to school provided with all that is necessary for their day's work. Borrowing or lending of pencils, erasers, rulers, instrument box, etc. is discouraged.
- Take care of all your belongings. It is not advisable for the pupils to bring money or valuable articles unnecessarily to school.
- During the absence of the teacher, each Class Monitor is responsible for the order and discipline of the class.
- Pupils from one class may not visit their friends in any other class during their recess.

- AS ENGLISH IS THE MEDIUM OF INSTRUCTION IN THE SCHOOL, STUDENTS ARE EXPECTED TO SPEAK ONLY IN ENGLISH. (IN THE SCHOOL PREMISES, SCHOOL VEHICLE AND EVEN DURING ANY SCHOOL FUNCTIONS CONDUCTED OUTSIDE THE SCHOOL PREMISES.)
- Corridor is a place to walk silently, running and loud talking are strictly prohibited. Running, playing or shouting inside the school building is not advisable.
- If the whole class moves through the corridor, follow queue system compulsorily.
- If a student wishes to move out of the classroom other than during the scheduled breaks, he/she must obtain an out pass from the teacher in charge for that particular period.
- School dining area should be utilized properly. You should maintain discipline near the canteen by falling in a queue and avoid loud noise.
- Silence and order must be maintained in the library.
- Wastage of food should be avoided.
- Take responsibility of the cleanliness of your class room and surroundings.
- Never throw waste anywhere than in the waste basket.
- If you are undergoing any regular medication the same should be intimated to your class teacher.

Signature of the Student:.....

DECLARATION

- I have read, understood and agree to abide by the rules and regulations of Delhi International School and will also persuade my child to strictly follow the same.
- I agree to accept any change which the management brings about in the school rules and regulations.
- I authorise the following people to pick my ward from the school in my absence during school working hours.

Sl No.	Name	Relationship with Student	Phone No.

Name of the Parent / Guardian:

.....

Relationship with student:

Date :

Signature of the Parent:



FEE STRUCTURE FOR ACADEMIC YEAR 2023-24

YEAR	FEE TYPE	TERM I	TERM-II	TERM III	TERM IV	TOTAL FEE FOR THE AY 2023-24
MONTESSORI I & II	Tuition fee	8600/-	8600/-	8600/-	8600/-	34400/-
	Stationery fee	1380/-				
GRADE I TO VII	Tuition fee	8475/-	8475/-	8475/-	8475/-	33900/-
	Stationery fee	1500/-				
GRADE VIII TO X	Tuition fee	8488/-	8488/-	8488/-	8488/-	33950/-
	Stationery fee	1500/-				
GRADE XI & XII	Tuition fee	9000/-	9000/-	9000/-	9000/-	36000/-
	Stationery fee	1800/-				

Account Details

DELHI INTERNATIONAL SCHOOL
BANK : South Indian Bank (SIB)
A/C No : 0092073000000515
IFSC : SIBL0000092

- Cash to cashier at school
- Credit card - at school
- Google pay/Phone pay/paytm (please send a screen shot to 9061843999 once the payment is done.)
- Bank transfer from

Account name : Bank Name :
Bank address : Account Number :
Swift Code : IBAN :

*(In case of direct bank transfer, please send a mail to info@internationaldelhischool.org with full name of the student, Grade and id of the student to keep the student ledger reconciled and updated).

Terms and conditions :

- * The stationary fee will be collected once in a year with the term one fee
- * Fee days are mentioned in the school calendar and diary.
- * After the due date for fee remittance, Rs. 100/- will be charged as late fee.
- * On each consecutive days Rs. 10/- will be charged additionally.

MY PAGE

I wish to become....

I am proud of

My Strength

I need improvement in

Signature of the Student.....

Signature of the parent.....

Date	Days	Days to Remember	No. of Working Days
01	THURSDAY	School Reopens	
02	FRIDAY		
03	SATURDAY		
04	SUNDAY		
05	MONDAY	World Environment day	
06	TUESDAY		
07	WEDNESDAY	Mont I Opening Day	
08	THURSDAY	Term I Fee Day	
09	FRIDAY	Fee Day	
10	SATURDAY	Fee Day	
11	SUNDAY		
12	MONDAY	Fee Day	
13	TUESDAY	Fee Day	
14	WEDNESDAY	Fee Day	
15	THURSDAY	Fee Day With Fine Starts, Smile power day	
16	FRIDAY		
17	SATURDAY		
18	SUNDAY	Father's Day	
19	MONDAY	Reading Day	
20	TUESDAY		
21	WEDNESDAY		
22	THURSDAY	Montessori Colours' Day	
23	FRIDAY		
24	SATURDAY	Bakreed Celebration	
25	SUNDAY		
26	MONDAY	International Day Against Drug Abuse & Illicit Trafficking	
27	TUESDAY		
28	WEDNESDAY	Id ul Adha (Bakreed)	
29	THURSDAY		
30	FRIDAY		

JULY**2023**

Date	Days	Days to Remember	No. of Working Days
01	SATURDAY	Doctor's Day	
02	SUNDAY		
03	MONDAY	School Reopens After Bakreed Holidays	
04	TUESDAY	Compliment Your Mirror Day	
05	WEDNESDAY		
06	THURSDAY	School Parliament Election	
07	FRIDAY		
08	SATURDAY		
09	SUNDAY		
10	MONDAY		
11	TUESDAY	World Population Day	
12	WEDNESDAY	Paper Bag Day	
13	THURSDAY	Investiture ceremony	
14	FRIDAY		
15	SATURDAY		
16	SUNDAY		
17	MONDAY	karkidaka vavu	
18	TUESDAY	PT1 Begins	
19	WEDNESDAY		
20	THURSDAY		
21	FRIDAY		
22	SATURDAY		
23	SUNDAY		
24	MONDAY		
25	TUESDAY		
26	WEDNESDAY		
27	THURSDAY	Montessori Friendship Day	
28	FRIDAY	Muharam	
29	SATURDAY		
30	SUNDAY		
31	MONDAY		

AUGUST**2023**

Date	Days	Days to Remember	No. of Working Days
01	TUESDAY		
02	WEDNESDAY		
03	THURSDAY		
04	FRIDAY		
05	SATURDAY		
06	SUNDAY	Hiroshima Day	
07	MONDAY		
08	TUESDAY		
09	WEDNESDAY	Nagasaki Day	
10	THURSDAY	Book Lovers' Day	
11	FRIDAY		
12	SATURDAY		
13	SUNDAY		
14	MONDAY		
15	TUESDAY	Independence Day	
16	WEDNESDAY		
17	THURSDAY		
18	FRIDAY	Mont - Happy Hoopla, II Term Fee Day	
19	SATURDAY	World Photography Day, Fee Day	
20	SUNDAY		
21	MONDAY	Fee Day	
22	TUESDAY	Festoon, Fee Day	
23	WEDNESDAY	Festoon, Fee Day	
24	THURSDAY	Fee Day	
25	FRIDAY	Montessori Charming Caskets, Fee Day	
26	SATURDAY	Onam Celebration	
27	SUNDAY		
28	MONDAY	Fee Day With Fine Starts	
29	TUESDAY	Thiruvonam, National Sports Day	
30	WEDNESDAY		
31	THURSDAY	Sree Narayana Guru Jayanti	

SEPTEMBER**2023**

Date	Days	Days to Remember	No. of Working Days
01	FRIDAY		
02	SATURDAY		
03	SUNDAY		
04	MONDAY	School Reopens After Onam	
05	TUESDAY	Teachers' Day	
06	WEDNESDAY	Sree Krishna Jayanthi	
07	THURSDAY		
08	FRIDAY	Share Your Care Day	
09	SATURDAY		
10	SUNDAY		
11	MONDAY		
12	TUESDAY	Grand Parents Day	
13	WEDNESDAY		
14	THURSDAY	Hindi Diwas	
15	FRIDAY		
16	SATURDAY		
17	SUNDAY		
18	MONDAY		
19	TUESDAY		
20	WEDNESDAY		
21	THURSDAY		
22	FRIDAY	Sree Narayana Guru Samadhi	
23	SATURDAY		
24	SUNDAY		
25	MONDAY		
26	TUESDAY		
27	WEDNESDAY	Milad E Sherif	
28	THURSDAY		
29	FRIDAY	Montessori Balloons Day	
30	SATURDAY		

OCTOBER**2023**

Date	Days	Days to Remember	No. of Working Days
01	SUNDAY		
02	MONDAY	Gandhi Jayanti	
03	TUESDAY		
04	WEDNESDAY		
05	THURSDAY	World Teachers' Day	
06	FRIDAY		
07	SATURDAY		
08	SUNDAY		
09	MONDAY		
10	TUESDAY		
11	WEDNESDAY		
12	THURSDAY	Montessori Mom's Magic	
13	FRIDAY		
14	SATURDAY		
15	SUNDAY		
16	MONDAY	World Food Day	
17	TUESDAY		
18	WEDNESDAY		
19	THURSDAY	Annual Sports Meet	
20	FRIDAY		
21	SATURDAY		
22	SUNDAY		
23	MONDAY	Maha Navami	
24	TUESDAY	Vijaya Dhashami	
25	WEDNESDAY		
26	THURSDAY		
27	FRIDAY		
28	SATURDAY		
29	SUNDAY		
30	MONDAY	Half yearly Begins	
31	TUESDAY	Halloween Day	

NOVEMBER**2023**

Date	Days	Days to Remember	No. of Working Days
01	WEDNESDAY	Kerala Piravi Dinam, III Term Fee Day Starts	
02	THURSDAY	Fee Day	
03	FRIDAY	Fee Day	
04	SATURDAY	Fee Day	
05	SUNDAY		
06	MONDAY	Fee Day	
07	TUESDAY	Fee Day	
08	WEDNESDAY	Fee Day	
09	THURSDAY	Fee Day With Fine Starts	
10	FRIDAY	Montessori Tots on Tracks	
11	SATURDAY	National Education Day	
12	SUNDAY	Deepavali	
13	MONDAY		
14	TUESDAY	Children's Day	
15	WEDNESDAY		
16	THURSDAY		
17	FRIDAY	Montessori Mummy & Me	
18	SATURDAY		
19	SUNDAY	International Men's Day	
20	MONDAY		
21	TUESDAY		
22	WEDNESDAY		
23	THURSDAY		
24	FRIDAY		
25	SATURDAY		
26	SUNDAY		
27	MONDAY		
28	TUESDAY		
29	WEDNESDAY		
30	THURSDAY	Montessori Dance Party	

DECEMBER

2023

Date	Days	Days to Remember	No. of Working Days
01	FRIDAY	World Aids Day	
02	SATURDAY		
03	SUNDAY		
04	MONDAY		
05	TUESDAY		
06	WEDNESDAY		
07	THURSDAY		
08	FRIDAY	Montessori Siblings Day	
09	SATURDAY		
10	SUNDAY		
11	MONDAY		
12	TUESDAY		
13	WEDNESDAY		
14	THURSDAY		
15	FRIDAY		
16	SATURDAY		
17	SUNDAY		
18	MONDAY	PT 3 Begins	
19	TUESDAY		
20	WEDNESDAY	Montessori Sweet & Spicy Day	
21	THURSDAY	Cross Word Puzzle Day	
22	FRIDAY	National Mathematics Day	
23	SATURDAY	Christmas Celebration	
24	SUNDAY		
25	MONDAY	Christmas	
26	TUESDAY		
27	WEDNESDAY		
28	THURSDAY		
29	FRIDAY		
30	SATURDAY		
31	SUNDAY		

JANUARY**2023**

Date	Days	Days to Remember	No. of Working Days
01	MONDAY	School Reopens after Christmas Holidays	
02	TUESDAY	Mannam Jayanthi	
03	WEDNESDAY		
04	THURSDAY		
05	FRIDAY		
06	SATURDAY		
07	SUNDAY		
08	MONDAY		
09	TUESDAY		
10	WEDNESDAY		
11	THURSDAY		
12	FRIDAY		
13	SATURDAY		
14	SUNDAY		
15	MONDAY	IV Term Fee starts	
16	TUESDAY	Fee Day	
17	WEDNESDAY	Fee Day	
18	THURSDAY	Fee Day	
19	FRIDAY	Fee Day	
20	SATURDAY	Fee Day	
21	SUNDAY		
22	MONDAY	Fee Day	
23	TUESDAY	Fee Day With Fine Starts	
24	WEDNESDAY		
25	THURSDAY	Mix & Match Day	
26	FRIDAY	Republic Day	
27	SATURDAY		
28	SUNDAY		
29	MONDAY		
30	TUESDAY		
31	WEDNESDAY		

FEBRUARY**2023**

Date	Days	Days to Remember	No. of Working Days
01	THURSDAY		
02	FRIDAY		
03	SATURDAY		
04	SUNDAY		
05	MONDAY		
06	TUESDAY		
07	WEDNESDAY		
08	THURSDAY	Safer Internet Day	
09	FRIDAY		
10	SATURDAY		
11	SUNDAY		
12	MONDAY		
13	TUESDAY		
14	WEDNESDAY		
15	THURSDAY		
16	FRIDAY		
17	SATURDAY		
18	SUNDAY		
19	MONDAY		
20	TUESDAY		
21	WEDNESDAY	International Mother Language Day	
22	THURSDAY		
23	FRIDAY		
24	SATURDAY		
25	SUNDAY		
26	MONDAY	Gnosis	
27	TUESDAY	Tell a Fairy Tale Day	
28	WEDNESDAY	National Science Day	
29	THURSDAY		

MARCH**2023**

Date	Days	Days to Remember	No. of Working Days
01	FRIDAY		
02	SATURDAY		
03	SUNDAY		
04	MONDAY		
05	TUESDAY		
06	WEDNESDAY		
07	THURSDAY		
08	FRIDAY	Sivaratri, International Women's Day	
09	SATURDAY		
10	SUNDAY		
11	MONDAY	Annual Exam Begins	
12	TUESDAY		
13	WEDNESDAY		
14	THURSDAY		
15	FRIDAY		
16	SATURDAY	Montessori Convocation	
17	SUNDAY		
18	MONDAY		
19	TUESDAY		
20	WEDNESDAY		
21	THURSDAY		
22	FRIDAY		
23	SATURDAY		
24	SUNDAY		
25	MONDAY		
26	TUESDAY		
27	WEDNESDAY		
28	THURSDAY	Maundy Thursday	
29	FRIDAY	Good Friday	
30	SATURDAY	Result Day	
31	SUNDAY	Easter	

TIME TABLE FOR PERIODIC TEST - I

Date	Subject (with syllabus for the Test)	Sign. of Teacher

TIME TABLE FOR HALF YEARLY EXAMINATION

Date	Subject (with syllabus for the Test)	Sign. of Teacher

TIME TABLE FOR PERIODIC TEST - III

Date	Subject (with syllabus for the Test)	Sign. of Teacher

TIME TABLE FOR ANNUAL EXAMINATION

Date	Subject (with syllabus for the Test)	Sign. of Teacher

DETAILS OF LIBRARY BOOKS READ

Date	Title & Theme of the Book	Whether you like the book	Sign. of Librarian

DETAILS OF LIBRARY BOOKS READ

Date	Title & Theme of the Book	Whether you like the book	Sign. of Librarian

DETAILS OF LIBRARY BOOKS READ

Date	Title & Theme of the Book	Whether you like the book	Sign. of Librarian

DETAILS OF LIBRARY BOOKS READ

Date	Title & Theme of the Book	Whether you like the book	Sign. of Librarian

DETAILS OF LIBRARY BOOKS READ

Date	Title & Theme of the Book	Whether you like the book	Sign. of Librarian

LEAVE NOTE

Date	Reason for Leave	Sign. of Parent / Guardian	Sign. of Class Teacher

LEAVE NOTE

Date	Reason for Leave	Sign. of Parent / Guardian	Sign. of Class Teacher

LEAVE NOTE

Date	Reason for Leave	Sign. of Parent / Guardian	Sign. of Class Teacher

LEAVE NOTE

Date	Reason for Leave	Sign. of Parent / Guardian	Sign. of Class Teacher

LATE ATTENDANCE RECORD

Date	Reason & Arrival Time	Sign. of Parent	Sign. of Class Teacher	Sign. of Principal

LATE ATTENDANCE RECORD

Date	Reason & Arrival Time	Sign. of Parent	Sign. of Class Teacher	Sign. of Principal

SICK ROOM DETAILS (if availed)

Date	Reason	First Aid Given	Sign of Teacher	Sign of Parent

UNIFORM DEFAULTS (if any)

Date	Observation made	Observation made by	Sign of Class Teacher

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**RECORD OF COMMUNICATION BETWEEN
SCHOOL AND PARENTS**

Date	Matter	Sign of Teacher	Sign of Parent

**REQUEST FOR TEMPORARY CHANGE OF
BOARDING / ALIGHTING POINTS**

Date	Matter	Sign. of Parent	Sign. of Principal

ANNUAL LESSON PLAN

Subjects	June	July	August
English			
Malayalam			
Hindi			
Arabic&AlNoor Madrassa			
Mathematics			
EVS / Science			
Social Science			
Computer			
G.K			

Subjects	September	October	November
English			
Malayalam			
Hindi			
Arabic & AlNoor Madrassa			
Mathematics			
EVS / Science			
Social Science			
Computer			
G.K			

Subjects	December	January	February	March
English				
Malayalam				
Hindi				
Arabic&AlNoor Madrassa				
Mathematics				
EVS / Science				
Social Science				
Computer				
G.K				

2023

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
						1			1	2	3	4	5			1	2	3	4	5
2	3	4	5	6	7	8	6	7	8	9	10	11	12	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28						27	28	29	30	31		
30	31																			
April							May							June						
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3	4	5	6	7	8	9	8	9	10	11	12	13 14	5	6	7	8	9	10 11		
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17	18	19	20	21	22	23	22	23	24	25	26	27 28	19	20	21	22	23	24 25		
24	25	26	27	28	29	30	29	30	31				26	27	28	29	30			
July							August							September						
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3	4	5	6	7	8	9	7	8	9	10	11	12 13	4	5	6	7	8	9 10		
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31																				
October							November							December						
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23	24	25	26	27	28	29	27	28	29	30			25	26	27	28	29	30 31		
30	31																			

2024

January							February							March						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7				1	2	3 4				1	2	3 4		
8	9	10	11	12	13 14	5	6	7	8	9	10 11	5	6	7	8	9	10 11			
15	16	17	18	19	20 21	12	13	14	15	16	17 18	12	13	14	15	16	17 18			
22	23	24	25	26	27 28	19	20	21	22	23	24 25	19	20	21	22	23	24 25			
29	30	31				26	27	28				26	27	28	29	30	31			
April							May							June						
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16	17	18	19	20	21	22	21	22	23	24	25	26 27	18	19	20	21	22	23 24		
23	24	25	26	27	28	29	28	29	30	31			25	26	27	28	29	30		
30																				
July							August							September						
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2	3	4	5	6	7	8	6	7	8	9	10 11 12	3	4	5	6	7	8 9			
9	10	11	12	13	14	15	13	14	15	16	17	18 19	10	11	12	13	14	15 16		
16	17	18	19	20	21	22	20	21	22	23	24	25 26	17	18	19	20	21	22 23		
23	24	25	26	27	28	29	27	28	29	30	31		24	25	26	27	28	29 30		
30	31																			
October							November							December						
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9	10	11	12	13	14	15	12	13	14	15	16	17 18	10	11	12	13	14	15 16		
16	17	18	19	20	21	22	19	20	21	22	23	24 25	17	18	19	20	21	22 23		
23	24	25	26	27	28	29	26	27	28	29	30		24	25	26	27	28	29 30		
30	31																			

TIME TABLE

DAY	I	II		III	IV		V	VI
MON								
TUE								
WED								
THU								
FRI								
SAT								

INTERVAL

LUNCH BREAK