

Montfort School (CBSE)

Sundaranadappu, Kandani Post, Sivagangai – 630 562

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Affiliation Number: 1930807



Our Vision

Our vision is to help the young develop into upright, creative and loyal citizens, imbued with love for others and nature, with spiritual sensitivity and a sense of personal freedom and to equip them to earn a living and contribute to the society. We aspire to develop well rounded, confident and responsible individual to achieve their full potential.

2023 - 2024

THEME : YOU ARE YOUR INSPIRATION

This Hand Book has to be brought to school daily.

Montfort School (CBSE)

Sundaranadappu, Kandani Post, Sivagangai – 630 562.

IDENTITY CERTIFICATE 2023-2024 (To be completed by Parents)

Name:

Standard: Section:

Date of Birth: Blood Group:

Admission No.: Exam No.:

Mode of transport to school:

Name of the Father :

Name of the Mother:

Occupation: Father:

Mother:

Address:

:

:

Parent's E-mail ID:

Phone: Office: Residence:

Name of Brothers/ Sisters studying in this School:

1.....

2.....

3.....

Medical Feed Back:

Father Mother	Specimen Signature	Initial

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ST. LOUIS MARIE GRIGNION DE MONTFORT



(31/01/1673 to 28/04/1716)

(Founder of the Montfort Brothers of St. Gabriel)

St. Louis Marie Grignon de Montfort was born on 31 st of January 1673 in a village in Brittany in the western France. The 17th C France was passing through a grave crisis of economic as well as social. Added to this 95% of the population was illiterate. The French Revolution which was come almost a century later, was already brewing.

It was in this atmosphere, Charged with tension that St. Louis de montfort founded the Brothers to impart education to an illiterate France. Not many were willing to follow this stern, austere and mavericksaint. When he died on the 28 th of April 1716, there were only five Brothers; Montfortain institutions were only a handful and limited to Western France, when the revolution broke out. There was anarchy until Napoleon Came to rescue France and conquered almost the whole of Europe. In 1821, when the brothers met, they were still only a handful and discouraged. They decided to launch out of France.

The Montfortian saga in India began when on the 11th of September 1903, three French Brothers landed in the French

colony of Pondicherry. There was still no Montfortian institution in India. It was in the next year 1904, that the first Montfortian institution was started at Tindivanam, now in Tamilnadu. This was a technical institution. It is still in existence and flourishing. It was not until the end of the First World War that the first English medium school " Montfort School," was started on the Shevroy Hills in Yercaud.

From 1918 to 1998, Montfortian institutions grew in India from one to nearly 150 and are now spread over almost all states and Union Territories, literally from Kashmir to Kanyakumari and from Mumbai to Mizoram.

Montfortian institutions are spread over thirty countries, from Canada, Columbia, Peru to Fiji and Tonga Islands in the Pacific.

St.Louis de Montfort was an extremely versatile man. He was a Philosopher, writer, poet, musician, artist, sculptor, choreographer, builder and social reformer. The Montfortian philosophy is, therefore, one of totality, globality and universality-terms which are very relevant in today's world which is in a state of flux. The Montfortian education system aims at "total education"- the development of body, mind and spirit so that a Montfortian student can have "fullness" in life and be useful citizen to the country, a faithful and living person to his family and friends and fulfilled and contented human being.

May we be imbued by the Montfortian spirit and become the successful Montfortians.

ST LOUIS MARIE DE MONTFORT

1673-1716

Founder of the Montfort Brothers Of St.Gabriel

- Born : 31st January 1673
- Ordination : 5th June 1700
- Died : 28th April 1716
- Canonized : 20th April 1947
- A man of God : Totally and radically committed to Jesus, his Master, with filial, tender devotion to Mary, his mother.
- A visionary : Worked in Western France inviting people for a change of heart. He had the conviction that proper education from early age alone can change his horizon and had the courage to start village schools for the youth in a class ridden pre-revolutionary France.
- A Founder : He founded the congregations of Priests- for preaching the good news, Brothers – for educating the youth, Sisters – to care for the sick and the downtrodden.
- A Poet and Artist : Possessed a beautiful handwriting, excelled in Drawing, Painting and Carving and wrote exquisite verses.

MONTFORTIAN EDUCATION – AIMS AND OBJECTIVES

- ❖ Education has a very wide connotation. The Montfort Brother's organizations, therefore, not only cater to the educational needs of children and youth in normal academic schools but also impart technical education, to the deaf and the blind, the differently abled and engage in village upliftment and social work among the downtrodden and the marginalized.
- ❖ Montfortian education seeks to work for the total development of young. They are helped to discover their God given talents and work towards their fullest development, in order to place them at the service of the society. It seeks to enable the young to search for the truth by training them to analyse reality, from critical judgments, search for solutions and work out a synthesis.
- ❖ It is concerned with forming a moral conscience that is capable of discerning and choosing what is good.
- ❖ It pays attention to the development of the capacity to engage in relationship marked by sincerity and self determination and training to understand the complex political reality and to enter it in a constructive way.
- ❖ It imparts an appreciation of the Indian heritage and enables the students.
- ❖ To imbibe its culture and ethos for building a harmonious society, irrespective of different of faith, language, caste and class and at the same time to remain open to the positive elements of other cultures.
- ❖ It instills in the pupils values of love, freedom, forgiveness, honesty and justice.
- ❖ It takes full cognizance of the fact that education by its very nature requires a community style and environment and cannot allow itself to be isolated from the social context.
- ❖ 'Total Education' which implies a holistic approach to education and which is concerned with the total development of an individual as a person, is the quintessence of Montfortian education. It aims at developing the body, mind and spirit to the greatest extent.

THE SCHOOL LOGO

The School logo is a graphic representation of the Montfortian Vision of Education that aims at the integrated and holistic formation of the youth entrusted to our care.



- LAMP = Liberation from darkness of ignorance.
- DS = Dieu Seul = "God Alone," is the motto of St. Montfort whose inspiration, Montfort Brothers try to live and lead the young to the Divine Reality of God.
- BOOKS = Represent students' quest for knowledge
- HANDS = Teacher's extended hand to the child symbolises his/ her vocation to be a Friend and Philosopher.
- SG = Stands for St. GABRIEL, the official name of the Montfort Brothers' Congregation.

SCHOOL MOTTO

"BE YE LIGHT"

Light dispels darkness, it empowers and gives life. It is our hope that every individual who enters this "Cathedral of learning" – Montfort School is touched by the eternal light- "GOD HIMSELF," and in turn reflect that light for the well being of others.

|| OUR VISION ||

Our vision is to help the young develop into upright, creative and loyal citizens, imbued with love for others and nature, with spiritual sensitivity and a sense of personal freedom and to equip them to earn a living and contribute to the society. We aspire to develop well rounded, confident and responsible individual to achieve their full potential.

|| OUR MISSION ||

Montfort School endeavors to realize its mission through a well balanced approach to human formation by inspiring high quality education through creative and innovative co-curricular activities. Encouraging students to appreciate human aspiration and achievements in scientific, Technological inclusive environment that builds a foundation for life-long learning.

|| OUR VALUES ||

Diversity - Excellence - Do Unto others - Integrity -

Creativity - Active - Team Work - Encouraging - **DEDICATE**

- ❖ Creating a zeal for high quality education.
- ❖ Impact personal attachment in the growth of students in their holistic education.
- ❖ Love and give respect to other brothers and sisters in the society.

|| OUR FOCUS ||

The school's mission to provide excellent educational experiences for all students and to promote respect and tolerance by the strong core values: Diversity, Excellence, down to Integrity, Creativity, Active, Team Work, Encouraging. We offer a broad range of special programs that include an excellent physical education and extensive visual arts program to enhance the academic curriculum.

PRAYERS

Before Class

O my God, the origin of knowledge, bless my studies, enlighten my mind, strengthen my memory and direct my will towards what is right. Grant me the grace to seek truth always and make me truly wise. Give me the gift of knowledge and the grace to use it wisely. - Amen

After Class

O God, source of all wisdom and knowledge, grant that I remember what I have learnt and recall it when necessary. I offer Thee my work and my endeavours, my failures and successes. Forgive my faults and give me courage to follow, your holy will in all things. - Amen

THE LORD'S PRAYER

Our Father, who art in heaven,/ hallowed be thy name; /thy kingdom come,/ thy will be done on earth as it is in heaven./ Give us this day our daily bread,/ and forgive us our trespasses,/ as we forgive those who trespass against us;/ and lead us not into temptation,/ but deliver us from evil. - Amen

PRAYER SONGS

SONG - 1

This is my prayer to thee, my lord ;
strike, strike at the root of penury in my heart.

1. Give me the strength lightly to bear my joys and sorrows.
2. Give me the strength to make my love fruitful in service.

- T. Tagore

SONG - 2

Bind us together, Lord, Bind us together
With cords that cannot be broken
Bind us together, Lord (2)
Bind us together in Love.

1. There is only one God, There is only one King.
There is only one Body, That is why we sing:

SONG - 3

Like a sunflower that follows
Every moment of the sun,
So I turn towards You
To follow you, my God.
In simplicity and honesty I follow (2)
In simplicity and charity I follow (2)

SONG - 4

Walking with the Lord,
We are walking in the morning,
Lift up your hearts,
For you are walking with God.
Singing to the Lord,
We are singing in the sunshine,
Lift up our hearts,
For you are singing to God.
Hand in hand with everyone,
We're walking, walking,
Black and white and brown,
Together, walking, walking,
Singing new songs now,
Living new lives,
Building new bridges,
Walking distant miles,
We' we're walking with the Lord....

SONG - 5

There shall be showers of blessing:

This is the promise of love;

There shall be seasons refreshing,

Sent from the Savior above.

Showers of blessing,

Showers of blessing we need;

Mercy-drops round us are falling,

But for the showers we plead.

There shall be showers of blessing;

Send them upon us, O Lord!

Grant to us now a refreshing;

Come, and now honor Thy Word

SONG - 6

O give thanks to the Lord, for he is good... (3)

Yes, eternal is his love.

I will sing to my God never ceasing

All my life I will tell of his wonders

He's the maker of all earth and heaven

Of the oceans, the seas and all they hold

SONG - 7

Glory to Montfort

Glory to Thee, Montfort, the loving preacher

of Jesus cross and Mary's Rosary;

The love of God and of his Holy Mother

Both in Thy heart found a fair sanctuary

1. The early thoughts of Montfort were for Mary;
And in her love he grew ever more strong;
Her virtues well he endeavoured to copy;
To her sweet self, he desired to belong.
2. How well he loved, to call her, his dear mother.
When in her heart, he would pour out his heart;
How much he cared during life, and forever
Her bounteous power to the whole world impart.

SONG - 8

More love, more power

More love, more power

More of You in my life (2)

I will worship You, with all of my heart

I will worship You, with all of my mind

I will worship You, with all of my strength

For You are my God

you are my God.

SONG - 9

I Just Keep Trusting My Lord

I just keep trusting my Lord

As I walk along,

I just keep trusting my Lord

And he gives me a song.

Those storm clouds darken the sky

Over the heavenly trail

I just keep trusting my Lord

He will never fail.

He is a faithful friend [2]
Such a faithful friend [2]
I can count on him [2]
To the very end. [2]

SONG - 10

Meditation

கருவாக்கி உருவாக்கி எனையாண்டு

காத்தருளும் இறைவா நன்றி!

எங்கும் நிறைந்தோனே

எல்லை இலாதானே

எங்கேயும் எப்போதும்

என் குலம் காப்பவனே

நெஞ்சம் துணிய துணையாய் வருவாய்

நோர்மறை உணர்வுகள் பெருகிடச் செய்வாய்

உடலில் உறுதியை பெரிதாய் தருவாய்

உனை உணரும் அறிவை என்னுள் அருள்வாய்

சுற்றம் அனைத்தும் காப்பவனே

செய்தொழிலில் ஏற்றம் தருபவனே

எடுத்த செயலில் வெற்றி கொடு

என் ஆற்றல் பெருகிட அருளை கொடு

வல்லமை தந்து நீ வளர்ச்சி கொடு

அகத்திலும் புறத்திலும் மலர்ச்சி கொடு!

- பரமன் பச்சைமுத்து

NATIONAL ANTHEM

Jana gana mana adhinayaka jaya hey
Bharatha bhagya Vidhata
Punjab Sindhu Gujarat Maratha
Dravida Utkala Banga
Vindhaya Himachala Yamuna Ganga
Utchala jaladhi taranga
Tava shubha name jage
Tava shubha ashisha mange
Gahe tave jaya gatha
Jana gana mangala - dayaka jaya hey
Bharatha bhagya Vidhatha
Jaya hey jaya hey jaya hey
Jaya jaya jaya jaya hey.

TRANSLATION OF NATIONAL ANTHEM

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

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 people / I pledge my devotion / In their well -
being and prosperity alone / lies my happiness /

தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமரில்
தெக்கணமும் அதிர்சிறந்த திராவிடநல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே!
அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!
தமிழணங்கே!

உன் சீரிளமைத் திறம்வியந்து
செயல்மறந்து வாழ்த்துதுமே!
வாழ்த்துதுமே!
வாழ்த்துதுமே!

—மனோன்மனையம் சுந்தரனார்



ADMISSION AND WITHDRAWALS

Normally admissions are done only in L.K.G. The child should be 4 years of age at the time of admission. Registrations for admission are done during the month of January, the time of which will be notified on the school notice boards. Original birth certificates should be submitted at the time of registration.

Students for admission should be accompanied by the parents whose alone can sign the prescribed admission form and pledge to abide by the school rules.

To withdraw a child from the school, the parents should, make a written application to the Principal. Transfer Certificate will be issued only when all payments due to the school are cleared. If a student is withdrawn in the middle of a term, the parent will have to pay all the fees for the whole term.

PROSPECTUS

The school prepares students for the All India Secondary and Senior Secondary School Certificate Examinations eventually.

SUBJECTS OFFERED

A. SCHOLASTIC AREA:

Grade - X:

- | | |
|----------------|-------------------|
| 1. English | 4. Science |
| 2. Tamil | 5. Social Science |
| 3. Mathematics | |

Grade - XI:

Science Stream

1. English
2. Physics
3. Chemistry
4. Biology
5. Mathematics
6. Computer Science

Commerce Stream

1. English
2. Business Studies
3. Accountancy
4. Economics
5. Computer Science /
Mathematics

Grade - XII:

- | | |
|------------|---------------------|
| 1. English | 4. Mathematics |
| 2. Physics | 5. Chemistry |
| 3. Biology | 6. Computer Science |

Note:

Tamil is learnt as subject by all from Std I - X

Third Language (language at Lower Level)

Hindi / Tamil / must be cleared in Std. VI to VIII

B. CO-SHOLASTIC ACTIVITIES:**(a) WORK EDUCATION:**

Under Work Education Experience, Computer Science is offered. The students shall opt for this from Grade I to X.

(b) PHYSICAL AND HEALTH EDUCATION:

It is compulsory for all the students. However, physically disabled students could obtain exemption from the Board on submission of authorized medical certificate through the school.

(c) VISUAL & PERFORMING ARTS:

Fine Arts Activities : Western, Classical and Instrumental Music, Karate, "Dance", Drawing & Painting, Scrap Art.

Literary Activities : Debate, Essay Writing, Elocution (Eng & Lang) etc.

General Knowledge : Science and General Quiz.

DISCIPLINE AND REGULATION FOR STUDENTS

UNIFORM

The students shall come in neat full school uniform, including Tie, on Mondays, Tuesdays, Thursdays and Fridays. They shall come in house uniform on Wednesdays. On Saturdays, if working, they shall wear house uniform.

Note: T-Shirts and fashionable dresses are not Permitted for students in the school.

Boys

Navy Blue Shorts (up to Grade - V.) Navy Blue Long Pants (Grade - VI onwards) White – Shirt, Black Leather Shoes, Blue Socks, School Tie & School Belt.

Girls

Pinafore (upto Grade - V.) Navy Blue Chudithar (Grade - VI onwards) White Shirt, Black Leather Shoes, Blue Socks, School Tie & School Belt.

HOUSE UNIFORM (Wednesday & Saturday)

School T-Shirt, Blue Track Suit, Blue socks and Black Leather Shoes (LKG to Grade - XII, for boys and Girls)

SCHOOL WORKING HOURS:

9:00 a.m. – 12:40 p.m. 1:15 p.m. – 3.30 p.m.

ATTENDANCE

1. All the pupils should attend the class punctually in neat and tide uniform. If by chance a pupil comes late, an entry has to be made in the page allotted for late attendance in the handbook and the signature of the principal, or other persons authorized, to be obtained before entering the class.
2. No leave or absence will be granted except on written application of the parents, addressed to the Principal in advance. Students with 100% attendance will be rewarded.

3. Students who for unexplained reasons absent themselves for more than five days continuously without permission will have their names struck off the rolls and as a rule will not be readmitted.
4. If a student is absent through illness, the Principal must be informed at once and the student must produce a medical certificate when he /she comes to school.
5. No student should be seen outside the classroom or out of the school during class hours.

DECENCY, DECORUM AND CONDUCT

- ❖ Pupils will keep the class rooms and school premises absolutely clean, thus promoting a clean environment.
- ❖ Damage to school property, disfiguring of walls, indecent language or behaviour are serious offences which may entail punishment and even dismissal.
- ❖ Pupils will at all times show respect and reverence to school authorities and members of the staff. They should remember that every child of this institution is a gentleman or lady in the making.
- ❖ Resorting to unfair means in the examinations and tests is a grave offence and may result in detention and expulsion.
- ❖ Any student failing twice in the same class will not be allowed to continue in the school.
- ❖ Pupils should be responsible for the safety of their property. They are advised not to bring any costly articles to the school.
- ❖ A student must obtain prior written permission from the Principal before joining any course which could clash with the school programmes.
- ❖ Only English should be spoken in the school premises to acquire greater fluency in the use of language.

- ❖ Collection of funds, giving gifts to anyone for any purpose must not be made without the permission of the Principal.
- ❖ Pupils should not bring any magazine or periodicals to the school.
- ❖ In all it must be noted that the school is keen on children maintaining a presentable Personality in dress, language and outlook. Every pupil is expected to keep the high tone of the school excelling in conduct, good manners and cleanliness.
- ❖ Students are not permitted to bring cell phone to school. Violation of this will result in suspension from school.
- ❖ Lunch is to be brought by all the students.
- ❖ Students involved in serious indiscipline within the school or outside, tarnishing the name of the school will be suspended or removed from roll.

FOR PARENTS

1. Parents are expected to co-operate with the school by enforcing regularity, punctuality and discipline in the children and by taking sincere interest in their progress.
2. To see that their children prepare their lessons at home and devote at least one hour in the morning and two in the evening to study. Only if parents give their full co operation, the school can help in the all –round development of the child.
3. Parents/Guardians are requested not to see the children or meet the teachers during class hours without prior permission of the Principal. They can meet on the dates given in this book.
4. Parents should check the SMS, APP & diary everyday and take note of the homework given and see that the homework is done before the children are sent to school the next day.
5. Any communication (request/complaint) made by the parent should be addressed to the Principal.

6. Parents and Guardians are requested to see that their children come to school with their hair properly cut and combed, in neat school uniforms.
7. Parents should encourage their child to participate in the school activities.
8. Presence of the parents at the Parents – Teachers meeting is compulsory. Primary school (LKG – Grade-I.) Student's Parents must meet the class teacher once a month to know the progress of the child. Failure to meet the teachers is a serious offence against your child.
9. Parents should avoid planning social functions, outgoing and pilgrimages on school days.
10. Parents should remit the school fees and term fees on the days prescribed without delay.
11. A progress report showing the academic development of the children, with suggestion for improvement, will be sent after each test or examination. The report must be signed by the parent/guardian and returned to the school within three days of issue.

ORDINARY WAYS TO HELP YOUR CHILDREN LEARN EXTRAORDINARY

1. Review your child's text books so that you know what he/she is learning in school.
2. Reinforce what children are learning in school by having them to teach you their newly learned skills.
3. Praise their efforts - not just their accomplishments.
4. Stress positive values - caring, loyalty, trust, honesty, respect and responsibility.
5. Use newspapers as "family" textbooks: Use the World, National and Sports pages to discuss current events.

6. Make a deal, limit TV watching - then spend some of this time watching programmes with your child. Pose questions about and discuss the shows you choose to watch.
7. Show that you are interested in your child's lives by asking about school, their teachers, friends, and listening to what he/she tells you.
8. Visit the school and get to know your child's teacher and Principal.
9. Know what is in your child's school records. Ask for clarifications: voice concerns.

PRIVATE TUITION

The engagements of private tutors may prove harmful to real progress and should not be done without the written permission of the Principal. Violation of this, will be viewed seriously.

The Central Board of Secondary Education specifically states as a condition of employment the following:

“No teacher or other person employed in the school shall engage directly or indirectly in any trade or business. In the case of remunerative work like private tuitions specific written sanction of the school authorities shall be obtained.” Parent and teachers should make a special note of this.

EXAMINATION AND PROMOTION

The Examination for various classes would be conducted as per the new assessment model as proposed by the CBSE.

In each subject, the exams will be conducted for 100 marks (Theory 80; Internal 20 Marks). For a pass in subject student has to score 33% in theory and internal separately.

Besides this, the assessment for co-scholastic activities will be graded on a 5 point scale (A to E).

GUIDELINES FOR CHILDREN, PARENTS AND TEACHERS ON THE USAGE OF CELL PHONES & ELECTRONIC GADGETS

PARENTS :

The School Management firmly advises the Parents, Students and Teachers to consider the following guidelines for strict practice.

1. Before you give your child a phone, we seriously advise you to sit down and have a long discussion with your child about rules, limits and privacy.
2. Do not send the child with mobile phones to schools. Mobile phones can have implications with regard to discipline and performance.
3. Moderate use of mobile and Smart devices are OK, as long as students are not sacrificing time for homework / Studies, physical activity, spending quality time with family & friends and follow the general guidelines in this document.
4. No gadgets while having meals. Eating should be a time to actually talk and engage with the other family members.
5. No gadgets inside bedrooms. Phones and portable gadgets must be set at tables or charging stations at bedtime.
6. No use of smart devices during last one hour before going to bed (if a kid goes to sleep at 10 pm, no smart devices after 9 pm)
7. Computer uses on weekdays are only for school work and must be monitored by parents.
8. Gadgets and smart devices are to be kept out of use during exams week including pre-exam weekends.
9. If possible, the children should be encouraged to play in the park or outdoors as it will help stimulate the brain cells.
10. Avoid or limit use of Electronic Gadgets or smart phones

while on travel — by train or car. Use only when there is an urgent need like locating a place using maps etc.

11. Never chat with anyone you do not know online and do not disclose personal information - Parents need to constantly teach and remind the children about internet safety as that is of utmost importance.
12. Children should not believe everything they read on mobile, messaging platforms like Whatsapp or internet. They should always check the facts with their parents.
13. With any rules, there need to be consequences. The most logical consequence of breaking any of the rules provided in this guideline is: CONFISCATION OF GADGET.
14. Students are strictly warned not to use any social media as it leads to indiscipline and waste of time. Anyone disobeying this will have to bear the consequence of suspension from school.

IN SCHOOL

15. Personal electronic gadgets, tablets, ipods, ipads or consoles are not allowed in school, either during school hours or on school tour without prior permission from the Principal.
16. Children who need to contact home in an emergency during school hours may do so through their class teacher/Office using the school phone.
17. Any student who brings a mobile phone or brings an electronic gadget without permission to school risks having it confiscated. This device will be turned off and only returned to the parent/guardian at the end of the academic year. The student can be suspended from school for this.

MOBILE PHONE USE BY STAFF

18. Staff use of mobile phones will be confined to break times and after school hours (except in the case of an emergency).
19. No mobile phone to be taken to the classroom. At school it has

to be always in “silent mode” only.

20. Staff is reminded to be careful when using their personal mobile phones to contact parents or children.
21. Personal phones should never be used to take photographs of children or the school environment or staff.
22. Staff to devote 20 minutes in a month discussing about smart devices and usage policy and educate children.
23. Encourage children and continuously sensitize them to spend non-gadget time at home and during holidays and involve in arts, painting, sports and other outdoor activities.

SPECIAL NOTE

We (the parent and the ward) are fully aware of the following and shall abide by these.

1. If a student is involved in any malpractice in any exam, T.C. will be issued or the student will be detained in the same class.
2. If a student is continuously absent for more than 5 days, without prior permission, the name will be removed from the rolls and he/she cannot be re-admitted.
3. No student is permitted to bring camera, cell phone or any electronic gadgets to school. And no student is encouraged to the use of social media Violation of these can merit suspension from school.

Parent's Signature	Student's Signature

**“You are your inspiration
You are your solution
You are your Motivation”**

APRIL 2023		
DATE	DAY	PARTICULARS
1	SAT	
2	SUN	
3	MON	
4	TUE	Mahavir Jayanthi - Holiday
5	WED	Beginning of the Academic Year 2023- 2024 (I - XII)
6	THU	
7	FRI	Good Friday - Holiday
8	SAT	Holy Saturday
9	SUN	Easter Sunday
10	MON	
11	TUE	
12	WED	
13	THU	
14	FRI	Tamil New Year, Dr.Ambedkar Jayanti - Holiday
15	SAT	
16	SUN	
17	MON	
18	TUE	
19	WED	
20	THU	
21	FRI	
22	SAT	Ramzan - Holiday
23	SUN	
24	MON	
25	TUE	
26	WED	
27	THU	
28	FRI	
29	SAT	Summer Vacation begins
30	SUN	
“Be yourself....and make the world adjust!” - Germany Kent		

JUNE 2023

DATE	DAY	PARTICULARS
1	THU	
2	FRI	
3	SAT	
4	SUN	
5	MON	Re-opening in (Grade I - XII)
6	TUE	
7	WED	
8	THU	
9	FRI	
10	SAT	
11	SUN	
12	MON	Pre-KG, LKG & UKG Classes begin
13	TUE	
14	WED	
15	THU	
16	FRI	
17	SAT	Parent - Teachers Meeting (Grade - XI)
18	SUN	Father's Day
19	MON	SPL Election Day
20	TUE	
21	WED	International Yoga Day
22	THU	
23	FRI	Investiture of Student Leaders
24	SAT	Parent - Teachers Meeting (Grade - XII)
25	SUN	
26	MON	
27	TUE	
28	WED	
29	THU	Bakrid - Holiday
30	FRI	

"Be your own celebrity. Chase your own self. You are worth infinite treasures of this planet." - HiralNagda

JULY 2023

DATE	DAY	PARTICULARS
1	SAT	Parent - Teachers Meeting (Grade - X)
2	SUN	
3	MON	
4	TUE	
5	WED	
6	THU	Periodic Test - I (Grade I-XII)
7	FRI	
8	SAT	
9	SUN	
10	MON	
11	TUE	
12	WED	
13	THU	
14	FRI	
15	SAT	Kamarajar's Birthday Parent - Teachers Meeting (Grade - IX)
16	SUN	
17	MON	
18	TUE	
19	WED	
20	THU	
21	FRI	
22	SAT	Parent - Teachers Meeting (Grade - VIII)
23	SUN	
24	MON	
25	TUE	
26	WED	
27	THU	
28	FRI	X th Annual Sports Day
29	SAT	Muharram - Holiday
30	SUN	
31	MON	

**"Stop waiting on someone to come and save you.
 If you fail, it's okay, keep trying until you succeed.
 Be your own hero." - Germany Kent**

AUGUST 2023

DATE	DAY	PARTICULARS
1	TUE	
2	WED	
3	THU	
4	FRI	
5	SAT	Parent - Teachers Meeting (Grade - VII)
6	SUN	
7	MON	
8	TUE	
9	WED	
10	THU	
11	FRI	
12	SAT	
13	SUN	
14	MON	
15	TUE	Independence Day - Holiday
16	WED	
17	THU	
18	FRI	
19	SAT	Parent - Teachers Meeting (Grade - VI)
20	SUN	
21	MON	
22	TUE	
23	WED	
24	THU	
25	FRI	
26	SAT	Parent - Teachers Meeting (Grade - I & II)
27	SUN	
28	MON	
29	TUE	
30	WED	
31	THU	

Be true to who you are. Don't let the world tell you who to be.

SEPTEMBER 2023

DATE	DAY	PARTICULARS
1	FRI	National Nutrition Week
2	SAT	Parent - Teachers Meeting (Grade - III & IV)
3	SUN	
4	MON	
5	TUE	Teacher's Day - Celebration
6	WED	Krishna Jayanthi - Holiday
7	THU	
8	FRI	International Literacy Day
9	SAT	Parent - Teachers Meeting (Grade - V)
10	SUN	
11	MON	
12	TUE	
13	WED	
14	THU	
15	FRI	Half Yearly Exam (Grade I to XII)
16	SAT	
17	SUN	Vinayakar Chathurthi - Holiday
18	MON	
19	TUE	
20	WED	
21	THU	
22	FRI	
23	SAT	
24	SUN	Half Yearly break begins
25	MON	
26	TUE	
27	WED	
28	THU	Milad-un-Nabi - Holiday
29	FRI	
30	SAT	

“Be your own energy drink.” - HiralNagda

OCTOBER 2023

DATE	DAY	PARTICULARS
1	SUN	
2	MON	Gandhi Jayanthi - Holiday
3	TUE	
4	WED	School Re-opens
5	THU	
6	FRI	
7	SAT	Open Day (LKG - V) Report Card Distribution
8	SUN	
9	MON	
10	TUE	
11	WED	
12	THU	
13	FRI	
14	SAT	Open Day (VI - XII) Report Card Distribution
15	SUN	
16	MON	
17	TUE	
18	WED	
19	THU	
20	FRI	
21	SAT	
22	SUN	
23	MON	Ayutha Pooja - Holiday
24	TUE	Vijaya Dasami - Holiday
25	WED	
26	THU	
27	FRI	
28	SAT	
29	SUN	
30	MON	
31	TUE	

“Not even the wind can bring a tear to my eye the way you do.”

– John Geddes

NOVEMBER 2023

DATE	DAY	PARTICULARS
1	WED	
2	THU	
3	FRI	Periodic Test - I (Grade I-XII)
4	SAT	
5	SUN	
6	MON	
7	TUE	
8	WED	
9	THU	
10	FRI	
11	SAT	
12	SUN	Deepavali - Holiday
13	MON	
14	TUE	Children's Day - Celebration
15	WED	
16	THU	
17	FRI	
18	SAT	Parent - Teachers Meeting (Grade III - V)
19	SUN	
20	MON	
21	TUE	
22	WED	
23	THU	
24	FRI	
25	SAT	Parent - Teachers Meeting (Grade VI - VIII)
26	SUN	
27	MON	
28	TUE	
29	WED	
30	THU	

“We are what we pretend to be,
 so we must be careful about what we pretend to be.”
 - Kurt Vonnegut

DECEMBER 2023

DATE	DAY	PARTICULARS
1	FRI	
2	SAT	Parent - Teachers Meeting (Grade IX - XII)
3	SUN	
4	MON	
5	TUE	
6	WED	
7	THU	
8	FRI	
9	SAT	
10	SUN	
11	MON	
12	TUE	
13	WED	
14	THU	
15	FRI	Preparatory Exam (Grade I-XII)
16	SAT	
17	SUN	
18	MON	
19	TUE	
20	WED	
21	THU	
22	FRI	
23	SAT	Christmas Celebration
24	SUN	Winter Break - Begins
25	MON	Christmas - Holiday
26	TUE	
27	WED	
28	THU	
29	FRI	
30	SAT	
31	SUN	

“Don't be pushed around by the fears in your mind.
Be led by the dreams in your heart.” - Roy T. Bennett

JANUARY 2024

DATE	DAY	PARTICULARS
1	MON	New Year's Day - Holiday
2	TUE	School Re-opens
3	WED	
4	THU	
5	FRI	
6	SAT	
7	SUN	
8	MON	
9	TUE	
10	WED	
11	THU	
12	FRI	
13	SAT	
14	SUN	Bhogi - Holiday
15	MON	Pongal - Holiday
16	TUE	Thiruvalluvar Day - Holiday
17	WED	Uzhavar Thirunal - Holiday
18	THU	
19	FRI	
20	SAT	
21	SUN	
22	MON	Montfort Week - Begins
23	TUE	
24	WED	
25	THU	
26	FRI	Republic Day - Holiday
27	SAT	X th Annual Day
28	SUN	
29	MON	
30	TUE	
31	WED	BIRTHDAY OF St.MONTFORT

“Instead of worrying about what you cannot control,
shift your energy to what you can create.” - Roy T. Bennett,

FEBRUARY 2024		
DATE	DAY	PARTICULARS
1	THU	
2	FRI	
3	SAT	
4	SUN	
5	MON	
6	TUE	
7	WED	
8	THU	
9	FRI	
10	SAT	
11	SUN	
12	MON	Monthly Test
13	TUE	
14	WED	
15	THU	
16	FRI	
17	SAT	
18	SUN	
19	MON	
20	TUE	
21	WED	
22	THU	
23	FRI	
24	SAT	
25	SUN	
26	MON	
27	TUE	
28	WED	
29	THU	
“We delight in the beauty of the butterfly, but rarely admit the changes it has gone through to achieve that beauty.” - Maya Angelou		

MARCH 2024

DATE	DAY	PARTICULARS
1	FRI	
2	SAT	
3	SUN	
4	MON	
5	TUE	
6	WED	
7	THU	
8	FRI	International Women's Day
9	SAT	
10	SUN	
11	MON	
12	TUE	
13	WED	
14	THU	
15	FRI	Annual Exams begin
16	SAT	
17	SUN	
18	MON	
19	TUE	
20	WED	
21	THU	
22	FRI	
23	SAT	UKG - Graduation
24	SUN	
25	MON	Last Exam
26	TUE	Short Break (Grade I - XII)
27	WED	
28	THU	
29	FRI	Good Friday - Holiday
30	SAT	Holy Saturday
31	SUN	Easter Sunday

There is always light. If only we're brave enough to see it.
If only we're brave enough to be it

LEAVE RECORD

Name.....

Std..... Sec.....

[illegible]

I scorched the earth with my talent and I let my light shine.

LEAVE RECORD

Name.....

Std..... Sec.....

[illegible]

**You're braver than you believe,
stronger than you seem, and smarter than you think.**

ABSENSE RECORD

Name.....

Std..... Sec.....

[illegible]

We will fail when we fail to try.

LATE ATTENDANCE RECORD

Name.....

Std.....Sec.....

[illegible]

Opportunity is missed by most people because it is dressed in overalls and looks like work.

UNIFORM DEFAULT RECORD

Name.....

Std.....Sec.....

[illegible]

I never dreamed about success. I worked for it.

CONDUCT RECORD

Name.....

Std..... Sec.....

[illegible]

Champions keep playing until they get it right.

HOME WORK RECORD

Date	Subject	Teacher's Initial	Parent's Initial

A person who never made a mistake never tried anything new.

REMARKS BY TEACHER & PARENTS

Subject	Remarks	
Date	Teacher	Parent
Date	Teacher	Parent
Date	Teacher	Parent

We can't help everyone, but everyone can help someone.

REMARKS BY TEACHER & PARENTS

Subject	Remarks	
Date	Teacher	Parent
Date	Teacher	Parent
Date	Teacher	Parent

**All dreams are within reach.
All you have to do is keep moving towards them.**

SCHOOL FEE RECORD								
TERM	SCHOOL FEE			BUS/ VAN FEE			SIGNATURE	
	Date	Bill No.	Amount	Date	Bill No.	Amount	Teacher's Sign.	Parent's Sign
FIRST TERM (April to September)								
SECOND TERM (October to March)								

LIBRARY RECORD						
Date of issue	Reg.No./ Name of the Author	Name of the Book	Librarian's Signature	Student's Signature	Date of Return	

LIBRARY RECORD						
Date of issue	Reg.No./ Name of the Author	Name of the Book	Librarian's Signature	Student's Signature	Date of Return	

LIBRARY RECORD						
Date of issue	Reg.No./ Name of the Author	Name of the Book	Librarian's Signature	Student's Signature	Date of Return	

LIBRARY RECORD						
Date of issue	Reg.No./ Name of the Author	Name of the Book	Librarian's Signature	Student's Signature	Date of Return	

NOTE

NOTE

NOTE

NOTE

MY TIME TABLE												
Days of the Week	9:00 a.m. to 12:40 p.m.						1:15 p.m. to 3.30 p.m.					
	1	2	3	INTERVAL			4	5	LUNCH			8
Mon												
Tue												
Wed												
Thu												
Fri												