



NOTRE DAME HOLY CROSS HIGH SCHOOL

Moharpara

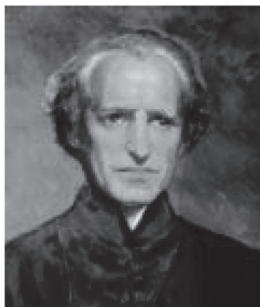
P.O: North Pulinpur

E-mail: holycrossmoh@gmail.com

Web: www.holycrossschoolmoharpara.in

My School Diary 2025-2026

NOTRE DAME HOLY CROSS HIGH SCHOOL



OFFICE HOURS

SCHOOL OFFICE : 08.30 AM TO 02.00PM

SCHOOL HOURS

KG-I TO CLASS- XI

8.30 AM TO 1.40PM



THIS DIARY IS TO BE BROUGHT TO SCHOOL DAILY

School Diary 2025-2026

Prayer for Students

*Father of Light and Wisdom,
thank you for giving me
a mind that can know
and a heart that can love.*

*Help me to keep learning every day of my life—
no matter what the subject may be.
Let me be convinced that all knowledge leads to you
and let me know how to find you and love you
in all the things you have made.*

*Encourage me when the studies are difficult
and when I am tempted to give up
Enlighten me when my brain is slow
and help me to grasp the truth held out to me.*

*Grant me the grace to put my knowledge to use
in building the kingdom of God on earth
so that I may enter the kingdom of God in heaven.*

Amen.

IDENTITY CERTIFICATE

Name

Standard Division House

Admission No./Reg. No.....

Date of Birth.....

Name, Designation & the address of Parent

Name Designation

Resi Office

.....

.....

.....

Tel No. Tel No.

Occupation of Father

Occupation of Mother

Name of the Hostel.....

* Specimen Signature of Parents or Guardians who will sign the pupil's
Diary

Father..... Mother/Guardian.....

Initial..... Initial

Religion SC/ST/OBC

* Name of brothers / sisters studying in the school, if any

(1) Std.....

(2) Std.....

* Name of brothers /sisters who are past pupils of this school

.....

To

The Principal,

Notre Dame Holy Cross School, Moharpara

I have read all the rules of the school as contained in the Diary and
agree to abide by them and all the decisions of the school.

Date

Signature of the Parents

N.B. This form must be carefully filled, detached & handed over to
the class teacher.

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सत्यमेव जयते

THE CONSTITUTION OF INDIA

(PREAMBLE)

WE, THE PEOPLE OF INDIA, having solemnly
resolved/ to constitute India/ into a
SOVEREIGN/ SOCIALIST/ SECULAR/
DEMOCRATIC/ REPUBLIC/ and to secure/
to all its citizens:
JUSTICE, social/ economic/ and political
LIBERTY of thought/ expression, belief, faith/
and worship;
EQUALITY of status/ and of opportunity;/ and to
promote among them all
FRATERNITY/ assuring the dignity/
of the individual/ and the unity/ and integrity/
of the Nation
IN OUR CONSTITUENT ASSEMBLY
this twenty-sixth day of November, 1949,
do HEREBY ADOPT,
ENACT AND GIVE TO OURSELVES
THIS CONSTITUTION.

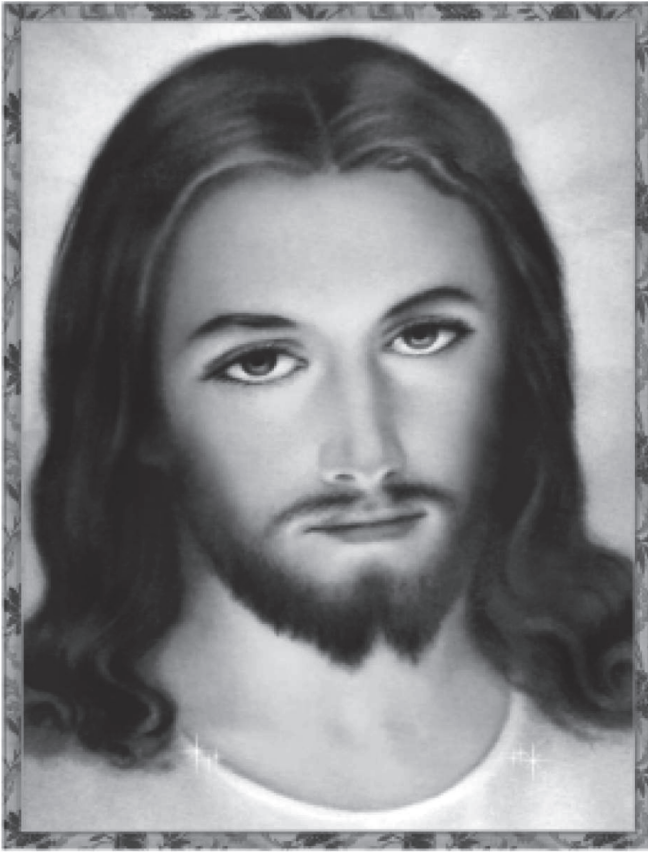
Dear Parents/Guardians,

This Diary is an intermediate that gives you a picture of the day-to-day progress of your child/ward. Please go through it from time to time.

The School guidelines should be gone through, hence to establish a better relationship and understanding among the Parents, the Teachers and the Students.

The success of a student is the result of the combined efforts by all of us, the Teachers and the Parents. We strongly encourage close and frequent contacts between the Parents and the Teachers, especially in matters that concern the academic life of the students.

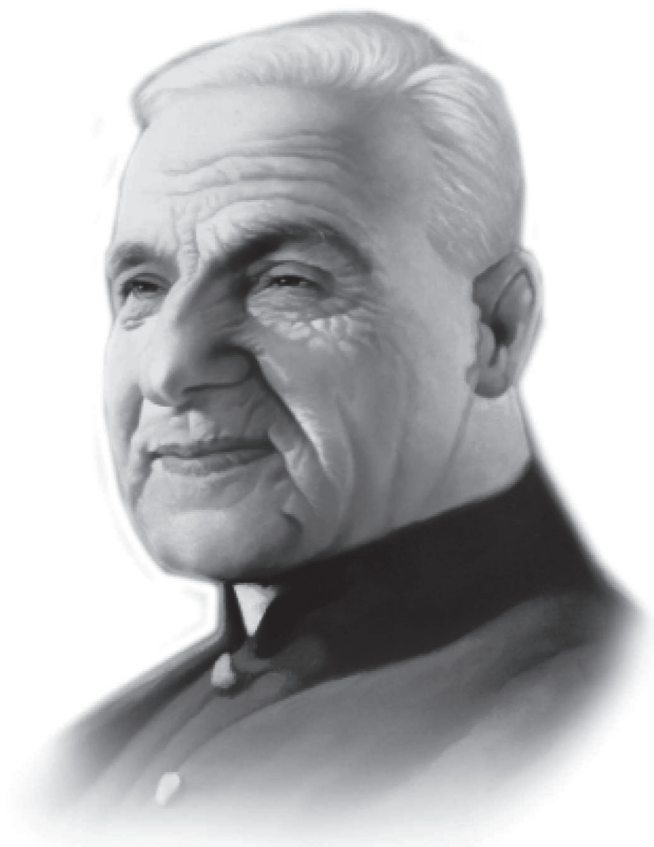
Principal



"You are the light of the world

*So let your light shine before people
that they may see your good works
and glorify your Father who is in Heaven."*

~ Jesus



Born on August 9, 1845
Professed in the Congregation of Holy Cross in the year 1872
Died on Jan.6,1937
Beatified on May 23, 1982
Declared Saint on Oct. 17, 2010

None but yourself who are your greatest foe. - Longfellow

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MISSION STATEMENT OF NOTRE DAME HOLY CROSS SCHOOL

keeping with Holy Cross charism of education, we shall avoid no sacrifice, and leave no stones unturned in providing holistic and quality educational opportunities to the young entrusted to our care, who hail from a wide range of backgrounds : social, intellectual, economic, ethnic and religious, who possess a wide range of talents and abilities. “We shall always place education side by side with instruction; the mind will not be cultivated at the expense of the heart”. With zeal, we shall strive to form informed and useful citizens of the earthly society with heavenly values, and integrated morality. While striving to form excellent persons through our mission of education, we shall try “to blend gentleness with firmness, prudence and vigilance, which is the secret of successful education.”

“EDUCATING HEART AND MIND”

In 1837 Bl. Basil Moreau, the Founder of the Congregation of Sainte Croix, (Holy Cross), envisioned education as the main source of empowering the young for a better and brighter world and to uplift the broken society of France. He prepared men and women religious, who wanted to see the world as he saw it, developed and empowered. To this end he founded a congregation of priests to do pastoral and educational ministry, Marianite sisters to do educational and domestic ministry and he incorporated the Brothers of St. Joseph to do formal and non-formal education. These three branches were brought under the one umbrella of Sainte Croix (Holy Cross). Thus Bl. Basil Moreau became a visionary who constantly spoke on the theme of unity as a family to keep the members focused on this meaningful mission of sowing the seed of **LOVE** and **PEACE**.

France : In 1789, the French Revolution, which rebelled against the political and religious oppression of the day, Stripped the country to the bare minimum and created destruction and chaos throughout France. It was a time of great confusion and division in the church, a period of uncertainty and fear, a time of execution and persecution, and a period

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when the churches, schools and seminaries were all nationalized. Religious congregations and organizations were banned.

In 1802, Napoleon's Concordat made a breakthrough for the revival of the church organizations. There was a mushrooming of charismatic persons and organizations to answer to the needs of the devastated situation of the society. Education was one of the greatest needs of the time. The religious leaders focused all their resources on education and on restoring the fallen society.

One such religious leader was Basil Anthony Moreau, born on February 11, 1799, to Louis and Louis Moreau. He was the ninth of their fourteen children and showed a quick intelligence and qualities of leadership along with a pious character. He was ordained a priest on August 12, 1821, at the age of 22. Since the formation of the clergy was one of the urgent needs of the time, he was asked by his bishop to train and educate the youth of his time for the priesthood. Thus he became a professor at the philosophy house of the seminary in the Diocese of Le Mans, France.

Soon the international character of the community began to evolve. The Holy Cross priests, sisters and brothers established foundation in Algeria (1840), the United States (1842), Canada (1847), Chile, (1943), East Bengali (1853) and in India (1960).

Notre Dame Holy Cross School, Moharpara, Tripura : Notre Dame Holy Cross School, Moharpara is an unaided private minority school, established in 1993, owned and managed by the Society of the fathers of Holy Cross through the Holy Cross Educational Foundation. Holy Cross Education is "EDUCATING HEART AND MIND"

by

1. Promoting academic excellence
2. Upholding the cultures and traditions and
3. Advancing in sports and games.

Objectives

1. To provide education, geared to the promotion, advancement and sharing of knowledge for the development of people .

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2. To train children, youth and adults to become good citizens of India, imbibed with zeal and the spirit of service proclaimed by the teachings of Jesus Christ.
3. To develop integrity and moral stamina and unselfish idealism in the students through teaching and other activities of the school.

PRAYER DURING THE ASSEMBLY

Oh! My God, We thank you for all the good things you have given us, especially for this beautiful day. Help us, help our parents, teachers, school mates and our dear ones, Increase in us a desire for knowledge and a generosity of heart to use that knowledge for the good of others. Help us always to follow the truth with peace and sincerity. Protect us from all harm and defend us from all evil.

PRAYER BEFORE CLASS

O God/Who are truth/ and the origin of all knowledge/ Bless our Studies/which we consecrate to you/Enlighten our minds/ strengthen our memories/and direct our will/towards what is good and right/Grant us to seek the Truth always/and make us truly wise.

PRAYER AFTER CLASS

O God/of Infinite Wisdom/ and the Source of all knowledge/ Grant that we may remember/what we have learned/We offer our works, joys/our success and failure/Forgive us our shortcomings/ and give us the courage/to follow always/the path of Truth.

STUDENT'S PLEDGE TO THE NATION

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 respect my parents, teachers and all 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.

Academic Year and Timings

The School academic year commences in April and ends in March.

School Working Days : Monday - Saturday
Office Hours

The School office will remain open on all working days from
08.30am to 02.00pm (08.30am to 12.30pm on Saturday)

Rules for payment of School Fees

- Each Student will receive a school Fee booklet from the school office. Please note the only one school fee booklet will be given to an individual student. Any extra booklet will have to be bought from the school office.

- The school fees shall be paid in office fee counter

1. Fees will be received by the Office in-charge. The fee is to be paid on or before the 10th of the following month failing which **a fine of Rs.10.00 per month** will be levied on all late payments.

Please note that the fine will be cumulative. If for instance one's due is for the months of April and May and you pay the fees before 10th of June, his/her fine for two months will be Rs.20/-

2. The School Fees cover twelve calendar months. No reduction is made for holidays or broken Periods.

3. Students who have not cleared the fee dues will not get the admit cards.

4. Fees will have to be paid as long as pupils name is on the roll.

5. The school fees and other dues are liable to be revised at any time due to the increasing cost of maintenance, other expenses and teachers' salary.

6. Certificates may be withheld from pupils who have arrears of fees.

7. Pupils joining or leaving the school during the year will have to pay all the fees of that term. (April-September/October- March)

8. Parents/Guardians may pay all the fees at a time in the beginning of the year.

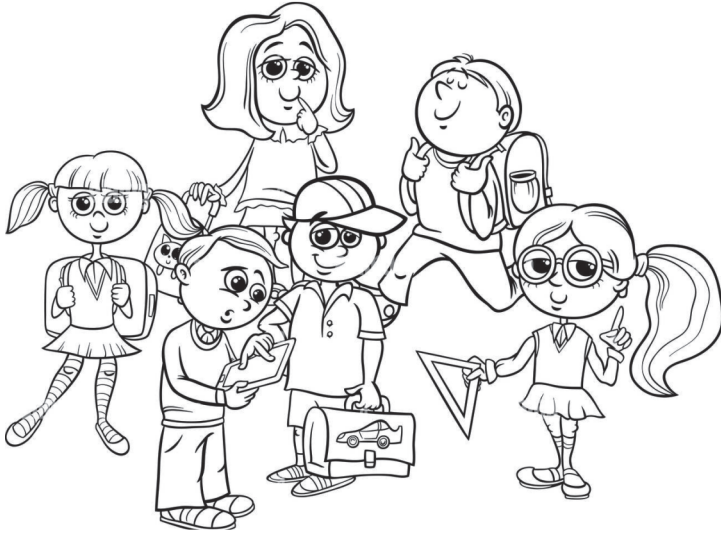
Academic Evaluations

Pre Mid-term : June to July

Mid Term : October

Post Mid-term : December

Annual Exams : March



Promotion to higher class depends upon:

- a. Regularity in attendance (minimum 85% is a must}
- b. Quality of day-to-day participation in class.
- c. Written work and projects assigned by the subject teachers.
- d. Satisfactory performance at the internal assessments and tests. project must be submitted compulsory for promotion.
- e. The minimum mark required for pass for subjects out of 80 is 33 and for subjects out of 50 is 17.
- f. A pupil who fails to attain the required standard in language subjects (i.e. English, Bengali, and Hindi), Mathematics, Science, and Social Science will not be promoted.
- g. Promotion is granted on the basis of the marks/grades obtained in all the assessments/tests and whole year's work of the pupil. Hence, one needs to be regular in school.
- h. Students who do not appear for any of the Assessments will be treated as having no marks in it. The decision of the school authorities with regard to promotion is final.

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OUR FATHER (HYMN)

1. Our Father who in heaven above
Dost rule O'er land and skies
the children's love, Thy children's prayer
Be pleasing in they eyes.
2. Our Father may the holy name
Be blessed by every tongue
Thy kingdom come in every soul
Thy glory to prolong.
3. Our father give us every day
The daily bread we need
And all our sins forgive us now
As we forgive we plead.
4. Our Father do not let us fall
In temptation's hour of strife
O guard us from all evil here
Give us eternal life.



THE NATIONAL ANTHEM

Jana-gana-mana-adhinayaka jaya-he
Bharata-Bhagya-vidhata.
Punjaba-Sindhu-Gujarata-Maratha
Dravida Utkala Banga
Vindhya -Himachala-Yamuna-Ganga
Utchala Jaladhitarang
Taba subha name jage
Taba subha ashisha mage
Gahe taba jaya gatha.
Jana-gana mangala-dayaka jaya he,
Bharata-Bhagya-Vidhata.
Jaya hem jaya he, jaya he,
Jaya, jaya, jaya, jaya he.



Meaning

You are the ruler of the mind of all people; the dispenser of India's destiny. Your name rouses the hearts of Punjab, Sindhu, Gujarata, Maratha, Dravida land, Orissa and Bengal. It echoes in the hills of the Vindhya and Himalayas, mingles in the music of the Ganges and Jamuna and is chanted by the waves of the Indian Ocean. They pray for your blessings and sing your praise. The liberation of all people wait in your hand; you are the dispenser of India's destiny.

SCHOOL ANTHEM

HOLY CROSS SCHOOL SONG

A happy band
From far and near
We meet to learn
This right today
Beloved school Holy Cross Hail
Our love for thee shall never fail
For God is all our strength
In him we do and dare
The hard right against the wrong
We'll cherish and revere
Then firmly let us stand, united heart and mind
And pray that God may bless and keep Holy Cross

School/ Holy Cross School.

We are gathering
We are gathering together unto him-(2)
Unto him shall the gathering of the people be

We are gathering together unto him.
We are praising together unto him....
We are Singing together unto him....

We welcome you

1. As we gather, In this place today,
Holy spirit come and have your way
Have your way...
As we lay aside our own desired
Sweep across our hearts with holy fire
Have your way....
Cho: This is your house, your home.
We welcome you
Lord, we welcome you.
This is your house, your home
We welcome you today. (2)

As we offer up, our hearts and lives

Let them be a living sacrifice
Have your way
Be glorified, in everything we do,
Be glorified, in everything we say
Have your way.
Cho: This is your house, your home.
We welcome you
Lord, we welcome you.
This is your house, your home
We welcome you (2)



Echo :

As we praise (as we praise)
O Lord draw near
It's your voice (It's you voice)
We long to hear.
Cho: This is your house, your home.
We welcome you
Lord, we welcome you.
This is your house, your home
We welcome you today (2)

ON THIS HOUSE

On this house your blessing, Lord,
On this house your grace bestow.
On this house your blessing, Lord.
May it come and never go.
Bringing peace and joy and happiness
Bringing love that knows no end,
On this house your blessing Lord.

On this house your blessing send.
On this house your loving Lord
May it overflow each day
On this house your loving, Lord.
May it come and with us stay.

Drawing us love and unity,
By the love received from you.
On this house your loving Lord
May it come each day anew.
On this house your calling Lord
May it come to us each day.

On this house your calling Lord
May it come to lead the way
Filling us with nobler yearnings Lord
Calling us to live in you
On this house your calling, Lord
May it come each day anew.



Hearty2 Welcome yes

To you our dearest parents oh hah

Hearty 2 Welcome yes

We all we all wish you.

Cho: Come let us sing

Let us sing, Let us rejoice.

we are happy

To welcome you today

The day of happiness

Coz. that you are here.

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May the good Lord bless you
May the good Lord guide you
Today and everyday
This is what we wish you.

ABIDE IN MY

I am so happy as I wake
At the break of every dawn
For it's leap to Holy Cross I see.
And the reason of my joy
Yes the secret all is this
For its memories abide in me.

Ch : They abide they abide.....

Alleluiah they abide in me.

I am so happy as I wake
At the break of every dawn
For its memories abide in me.

Once that I was groping in
With a longing deep within
For the knowledge that was truly rich and deep
Many a thirst is vanished now
My love for you shall remain
And your memories abide in me.

“The Lord’s Prayer ”

Our Father, which art in heaven,
Hallowed be thy Name.
Thy Kingdom come.
Thy will be done in earth,
As it is in heaven.
Give us this day our daily bread.
And forgive us our trespasses,
As we forgive them that trespass against us.
And lead us not into temptation,
But deliver us from evil. Amen.



THIS IS MY PRAYER

Ref : 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.
3. Give me the strength never to disown the poor Or bend my knees before insolent might.

Welcome Song

With Smile on our face, with love in our hearts, with joy in our life

We welcome you this day – 2

We are glad you're here

We are glad you've come – 2

1-2-3 let's give a cheer

Hearty welcome, happy welcome, cheerful welcome, great welcome

Joyous welcome, gracious welcome, lovely welcome, warm welcome

May God bless you, may he always guide you, may he hold you through

May your wishes all come true-2

We are glad you're here

We are glad you've come – 2

1-2-3 let's give a cheer

Hearty welcome, happy welcome, cheerful welcome, great welcome

Joyous welcome, gracious welcome, lovely welcome, warm welcome

PRAYER FOR OUR COUNTRY

1. Where the mind is without fear and the head is held high.

Ref : Into that heaven of freedom my Father let my country awake.

2. Where the knowledge is free.

3. Where the world has not been broken up into fragments by narrow domestic walls.

4. Where words come out from the depth of truth.

5. Where tireless striving stretches its arms towards perfection.

6. Where the clear stream of reason has not lost its way into the dreary desert sands of dead habit.

7. Where the mind is led forward by Thee, into ever widening thought and action.

ASATO MA SADGAMAYA

Asato ma sadgamaya; Tamosa ma joytiramaya
Mrityor ma Amritamgamaya; Om shanti, shanti shanti,
lead us from unreality to reality, from darkness to light.
From mortality to immortality; Om Peace, Peace, Peace.

WALKING WITH THE LORD

**Ch: 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 your hearts,
For we are singing to God.**



Rain and storm will not prevent us walking,
Walking Faith and hope and love,
Will send us walking. walking.
Crossing all barriers,
Climbing all stiles Breaking through fences.
Walking distant miles.
Well, We're walking with the Lord

BIND US TOGETHER

**Ch : Bind us together Lord,
Bind us together with cords
That cannot be broken,
Bind us together Lord,
Bind us together Lord
Bind us together in love.**



There is only one God.
There is only one king.
There is only one Body.
That is why we sing.....

JUST LIKE A CHILD

1. Just like a child who trusts his Father dear
And who delights to feel his presence near
Just like a child, whose mind has not a doubt.
And whose heart is never proud

Here I come, O Lord

Here I come just like a child

Here I come, O lord

Here I come just like a child.

2. Just like a child so weak he cannot stand
But who holds firm and tight his mother's hand
Just like a child, who sings in bright day light
Fearing our the long dark night.

FATHER, I THANK YOU

Ch : Father, I thank you for your goodness

You show yourself to children

And in my life I see you leading me

Into my childhood once again !

1. Under the shadow of your guiding hand
I walk the journey of my life !
Across the years I see you leading me.
And I am young again !

2. Beside your waters I am growing still !

Your spirit rises in my heart !

Renewing every fibre of my life !

And I am strong again !

GOD IS SO GOOD

God is so good. (3)

He is so good to me

1. God cares for me

2. I'll trust in Him.

3. I'll sing his praise.



MOVE IN ME

Move in me precious Lord (3) one more time.
To fulfill your every word.
Every promise, I have heard.
Move in me Precious Lord, One more time.

WE HAVE COME TO PRAISE YOU

We have come to praise you
We have come to thank you
We have come to love you Lord
Oh deep in my heart, I do believe
In your love for me O Lord
2. We have come to give you
We have come to ask you
We have come to pray O Lord
Oh deep in my heart, I do believe
In your love for me O Lord.



IN NEED OF LIBERATION

Ch : The world stands in need of liberation, my Lord
It still has to feel your power.
The blind and the deaf, the dumb and the maimed
All need to feel your healing touch.
The world stands in need of liberation, my Lord.
It still has to learn to love.
There are those who have talents they do not use.
To build a true community
And we know that we all have the talent to love
But leave it buried in ourselves.

LET IT SHINE

1. This little guiding light of mine.
I am going to let it shine (3)
Let it shine all the time, let it shine.

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2. Hide it under a bushel, O! No.
I am going to let it shine (3)
Let it shine all the time, let it shine.
3. Let my light, burn for Thee.
I am going to let it shine (3)
Let it shine all the time, let it shine.

GIVE ME OIL IN MY LAMP

1. Give me oil in my lamp keep me burning (burning burning)
Give me oil in my lamp I pray (Alleluia)
Give me oil in my lamp keep me burning
Keep me burning till the break of day.
Come on and sing Hosana, sing Hosanna
Sing Hosanna, to the king of Kings !
Sing Hosanna, sing Hosanna
Sing Hosanna to the king!
2. Give me joy in my heart keep me praising.

SING MY SOUL

Sing my soul to the Lord of the Universe
Lift your heart in song
Bring out all the love you can.
Praise the Lord, yes, sing an Alleluiah
..... praise Him for His marvelous deeds.
O sing my soul to the Lord.
He, the Lord, had made the earth;
Land and sky and sea.
He, the Lord, has given it birth;
Praise Him for his mighty deeds.
(O sing my soul)



ALL THINGS BRIGHT AND BEAUTIFUL

All things bright and beautiful

All creatures great and small.

All things bright & wonderful

The good God made them all.

1. Each little flower that opens

Each little bird that sings

He made their glowing colours

He made their tiny wings.

2. The purple headed mountains

The river running by

The sunset and the morning.

That brightens up the sky.



I JUST KEEP TRUSTING

I just keep trusting my Lord

As I walk alone

I just keep trusting my Lord

And He gives me a song.

Thou' the storm clouds darken the sky

O'er 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)



IT TAKES COURAGE

Ch : It takes courage to answer a call

It takes courage to give you all

It takes courage to risk your name

It takes courage to be true.

1. It takes courage to dare what no others will share.
To be standing alone on whom no one will won.
To be ready to stake for another man's sake.
It takes courage to be true.
2. It takes courage to say, what you know will not pay.
To give each one his share.
Though there'll be less to spare.
To be seeking on more than the neighbor next door.

THE TRUTH SHALL MAKE YOU FREE

1. If you continue in my word then are you my disciples indeed. And you shall know the truth and the truth shall make you free.

Ch : And the truth shall make you free (2)

2. If you continue in my word then are you my disciples indeed (2)
And you shall know the truth and the truth shall make you free.

PRAYER FOR PEACE

Lord, make me a channel of your peace.
Where there is hatred, let me bring your love
Where there is injury, your pardon Lord
And where there's doubt, true faith in you

**Oh, Master, grant that I may never seek
So much to be consoled as to console.
To be understood as to understand
To be loved as to love with all my soul.**

1. Make me a channel of your peace.
2. Where there's despair in life, let me bring hope
3. Where there's darkness, only light
4. And where there's sadness, ever joy

WE SHALL OVERCOME

Ch : We shall overcome (2)
We shall overcome some day
O deep in my heart I do believe
We shall overcome some day.



1. The truth shall make us free
2. We shall live in peace
3. We shall integrate
4. We'll walk hand in hand

INDEPENDENCE DAY SONG

Ch : Bless our country, Lord God of power and might Bless our India today.

We are children of a people so in love with you Let that love not fade away.

1. Years have passed since we got our independence
Yet we are still the same
Poverty, injustice caste-discrimination
These are all our chains
2. Bless our efforts to eradicate corruption
To build up bridges of peace
To break down the barriers that separate the classes
And may your love increase.



INSTITUTION

1. Holy Cross School is a Catholic institution established and administered by the Holy Cross Educational Foundation. The institution comes under the Rights and Power granted to religious and linguistic minorities by the Constitution of India (Art.20 & 30)
2. The Institution is co-educational.
3. The medium of instruction is English while Bengali & Hindi is taught as second language.

AIM OF THE INSTITUTION

1. While, therefore, the prime purpose of the establishment of this Notre Dame Holy Cross High School, Moharpara is the education of the children in good character and principles. children of all faiths irrespective of caste, tribe, creed or community are accepted.

2. As Minority School, it is a learning community which has Christ as its central motivating force. His values as expressed in the beatitudes and summed up in the virtues, of love, sincerity, peace, justice and freedom will so permeate the atmosphere that children of all social backgrounds even the most deprived and of all religions feel welcomed in the loving warmth which cherishes even as it challenges.
3. This institution fosters child centered, activity based, value-focused educational system.

ATTENDANCE

1. 85% attendance is a must for every student for promotion. If the student is absent for more than three consecutive days, he/she should submit documents stating his/her reasons of absence to the Principal.
2. Regular attendance at school is in the interest of the student. It builds up a sense of devotion to duty and a habit for regularity and discipline.
3. The students should arrive on time to the school. Parents' co-operation will be much appreciated so that punctuality may be ensured.

WITH DRAWAL

1. In case a student has to be withdrawn, before the end of the academic year, prior to the withdrawal the fee of the term has to be cleared.
2. Should a pupil be removed from the school no certificate will be granted until all dues to the school have been paid.
3. Application for a Transfer certificate has to be made in writing to the Principal. This must be collected from the school office and Rs. 100/- is to be paid. Duplicate copies of Transfer Certificates are not issued.
4. Other Certificates will be issued against a written application and notice of three days must be given.

PARENTS AND GUARDIANS

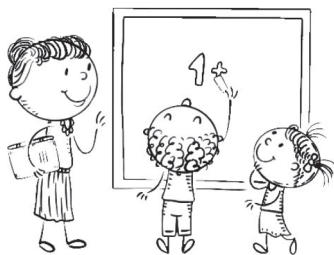
1. Parents are requested to see that their children attend school punctually and to ensure that those who come to take children home are there at the time school closes.
2. Parents and Guardians are requested not to meet their children or interview a teacher during school hours without the permission of the Principal as the members of the staff may not leave the class room during a teaching period.
3. Parents are requested not to take their children for holidays before the set date for vacation nor to extend the vacation. No Leave of absence for the child will be granted without a previous written application from the guardian.
4. All correspondence regarding the students are to be addressed to the Principal.
5. Parents are requested to co-operate with the work of the school by enforcing regularity and discipline by taking a general interest in children's progress. Parents should check the school calendar everyday for any remarks, homework or holidays.
6. After every examination the guardians are requested to look into the performance of their students and put their signature on the progress report.
7. If any pupil is sick, parents are requested not to send the pupil to school.



Education leads to...

Asato ma sadgamaya;
Tamoso ma jyotirgamaya,
Mrityor Ma Amritamgamaya;
Om Shanti, Shanti, Shanti.

Lead us from unreality to reality,
from darkness to light, from
mortality to immortality, Om
peace, peace, peace



A Good Student

A - Always liked by the teacher

G - Greets everyone with a smile

O - Obedient to teachers

O - On time to school

D - Dresses neatly

S - Studies with interest

T - Treats every one with a smile

U - Understands everything taught

D - Does his home work daily

E - Eager to know new things

N - Never misbehaves

T - Thankful to the school

Discipline

1. Pupils are expected to regularly prepare their lessons & do their home work. Those who have not done their home work will not be allowed to sit in the class.
2. It is obligatory to wear the uniform prescribed for the season on class days and at school functions. Those who are not correctly dressed in conformity with the regulation of the school will not be admitted to the class.
3. Except for reasons of ill-health and unavoidable circumstances, a previous written application from the guardians is required for any leave of absence. If any pupil has been absent for more than three days, he/she should not enter the class without first obtaining permission from the Principal.
4. Any pupil who absents himself/herself for one calendar month/without a written permission from the Principal shall have his/her name struck off the rolls. To be-readmitted he/she will have to pay fresh admission fees as well as all fees for the said period of absence.
5. 85% attendance in a class is required for promotion to the next higher class. On medical grounds another 10% of attendance may be considered for promotion.
6. Those who do not report to class for one week after the vacations will have their names struck off the rolls. The principal reserves the right to consider applications for the re-admission of such pupils.
7. Pupils should treat their class rooms as sacred places. They are expected to maintain silence and order in the class rooms. Those who disturb the class will be sent out of the class room. During the absence of a teacher from the class, Pupils must obey the monitor appointed to maintain good order.
8. Running, playing or Shouting in the school building are not permitted. During the class hours pupils should move along the corridors in silence and in order.
9. Participation in games, physical training, cultural activities and socially useful productive works, are compulsory. Exemption will be granted on medical grounds only.

10. Books, cardigans, tiffin boxes, water bottles etc. belonging to the pupils should bear the name of the owner. It is advised to bring home cooked food only. The school does not hold itself responsible for articles lost in the school premises.
11. Pupils are not allowed to buy, sell or exchange any articles among themselves in the school premises.
12. No one should write on the furniture or walls or damage any school article. Damage by accident should be reported to the principal at once. Any damage caused to school property or the property of another student must be made good.
13. Pupils shall not circulate books, magazines or periodicals in the school without the permission of the principal.
14. Irregular attendance, habitual idleness, theft, dishonesty, immoral conduct, insubordination, neglect of home work, disobedience or disrespect towards the members of the staff, unruly behaviour or immoral influence justify dismissal.
15. English should be spoken in the school and in the school premises at all times in order to acquire fluency in speaking the language.
16. Certificates will be issued only three days after the application has been submitted to the office. A fee of Rs. 50/- will be charged for any extract from the school registers.
17. Without the written permission from the Principal pupils will not be allowed to leave the school during school hours.
18. Pupils of this school are not permitted to bring Mobile Phones, Electronic gadgets, Fancy watches, Gold ornaments and other valuable goods to the school at any time.
19. Older children should set a good example to the younger children.
20. Usage of the bathrooms to be restricted only at the break time, unless it is an emergency and with permission.
21. All litters should be put in the dustbins before we say the final prayers daily.
22. Students must use only good, decent and positive words at all times.
23. Students must not waste electricity and water. Fans and Lights should be turned off before leaving the class room.

24. Students are to be quiet and orderly and observe proper decorum during school events such as assemblies, celebrations, and special occasions.
25. Students are to stand up and greet the teacher before and after every class. Pupil of one class is not allowed to go to another class.
26. Pants and skirts must be buttoned up properly and shirts be tucked in decently. Finger nails are to be short and unpainted and hair properly combed. Boys shirts should be half sleeve.
27. Male students must be neat in appearance with short hair. Girls must use hair accessories such as hair bands and clips, which are to be white. Girls hair should be neatly combed and made into two plaits. Ear ring & Piercing of nose is prohibited.
28. Tattoo is not allowed, chewing gum, gutka or any other addictive drugs bringing or using in the school premises or in the school bus can result in serious action.
29. Students are not allowed to post any indecent comments about the school, staff or students, or post photos in any form in any website.
30. Students are not to use jell on hair or colour their hair. Any student showing disrespect to the staff at any time will have to face serious consequences.

PEACE

1. To develop simple healthy living
2. To uproot evil tendencies (greed, anger, ego, etc.)
3. To develop truthfulness, politeness & friendliness
4. To preserve self respect & self confidence
5. To share & sacrifice for others
6. To respect others' rights
7. To practise justice & tolerance
8. To keep equal-mindedness while facing problems
9. To be true in through, word and deed
10. To see good, do good & be good.



TEACHING DEVICES

* Group Activities, * Social Service, * Organizing Cultural Programs, * Excursions, * Exhibitions, * Silent Sitting Creative Activities,

TEACHING OUTCOMES

Leadership
Self Confidence
Socialization Recognition from parents
Acceptance from friends

NON-VIOLENCE SUPREME LOVE

1. Non-injury at body and mental level.
2. Seeing oneself in others.
3. Extension & Expression of love to all humanity
4. Loving God through all His creation
5. All pervasive universal love.
6. A way to perfection-moral and spiritual.

“Strength comes from an indomitable will.”



TEACHING DEVICES

loving flowers, birds & animals
Helping plants to grow
Practising tolerance in daily activities.
Reading stories & poems on human beings and God
Drawing pictures on God's creation
“Only those who dare succeed.”

LOVE

TEACHING DEVICES
LOVE ALL SERVE ALL
LOVE FOR HUMANITY
IMMEDIATE
NEIGHBOURHOOD
PARENTS
FAMILY
LOVE



Faith & Fellowship As spiritual outcome of love

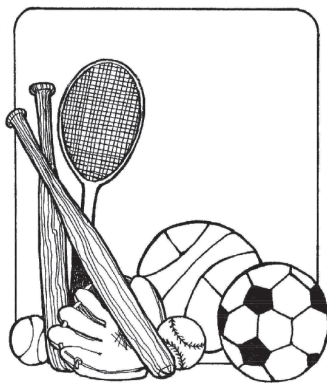
- * Story telling on the lives of great persons of humanity & God
- * Dramatization on the lives of great men, saints, prophets & god-men
- * Visiting places of worship & ethical importance
- * Slide shows on people & places of interest
- * Organizing cultural shows & films on Indian heritage

Teaching Outcomes

Appreciation of Truth, Goodness & Beauty
Feeling oneness of human beings with
nature Love of God & His creation Attitude
of service to humanity

SPORTS & GAMES

Annual Sports 43
Football Tournament
Badminton Tournament
Table Tennis Tournament
Kabadi Tournament
Basketball Tournament
Volley Ball
Cricket Tournament
Yoga Demonstration Tournament



SPECIAL ACTIVITIES

Basket Ball	Bull-Bull
Classical Music Cricket	
Cubs	Classical Dance
Fine Arts	Foot Ball
Guides	NSS
School Band	Table Tennis
Scouts	Volley Ball
Yoga	



CONTENTS

Prayers, Stotras, Hymns, Messages

TEACHING OUTCOMES

- * Acquiring skill & knowledge
- * Respecting one's won faith
- * Showing respect towards all faiths
- * Understanding unity in diversity
- * Appreciating universal brotherhood of man in the fatherhood of God.

RIGHT CONDUCT

Ethical Skills

1. Truthfulness
2. Honesty in all matters
3. Peacefulness
4. Practising Silence
5. Avoiding wasting of time, money & labour
6. Forming simple habits

Self Help Skills

1. To be careful about health
2. To dress up without help
3. To do one's own work
4. To practise correct sitting postures
5. To form correct breathing habit
6. To observe silence for some time

Social Skills

1. To listen to others
2. To speak calmly
3. To maintain discipline
4. To be punctual & regular
5. To help arrange seats
6. To keep books in order
7. To avoid wastage in every way
8. To be friendly to others.

TEACHING DEVICES

* Role Play * Mono acting * Dramatization * Story telling
* Service activities * Stitude tests

TEACHING OUTCOMES

1. A balanced dutiful disciplined personality
2. An effective leader in society
3. An efficient follower in society



School Diary 2025-2026



Developing Talents
Bringing out the best

ACADEMIC & CULTURAL

- * Painting Competition (Inter House Open)
 - * Handwriting Competition (Inter House Open)
 - * Face Painting Competition (Inter House Open)
 - * Rangoli/Alpana Competition (Inter House Open)
 - * Singing Competition (Inter House Rep.)
 - * Dance Competition (Inter House Rep.)
 - * Recitation Competition (Inter House Rep.)
 - * Choral Recitation (Inter Class)
 - * Ex-tempore Speech comp. (Inter House Rep.)
 - * Story - telling Competition (Inter House Rep.)
 - * Debate Competition (Inter Class)
 - * Skit / Drama Competition (Inter Class)
 - * Speech Competition (Inter House Rep.)
 - * Spelling Bee (Inter House Rep.)
 - * Fancy Dress Competition (Inter House Open)
 - * Patriotic Songs Competition (Inter Class)
 - * Quiz Competition (Inter House Rep.)
- * A student can take part in only two inter house events in the Representative category.



APRIL - 2025

01	Tue	NID	Annual Fee Payment and Books distribution
02	Wed	NID	Annual Fee Payment and Books distribution
03	Thu	NID	Annual Fee Payment and Books distribution
04	Fri	NID	Annual Fee Payment and Books distribution
05	Sat	NID	Staff Meeting /Hostel Reopens/ Orientation for Teachers (Timetable, responsibilities)
06	Sun	Holiday	
07	Mon	Class	School Reopens for the Academic Year 2025-26
08	Tue	Class	
09	Wed	Class	
10	Thu	Class	
11	Fri	Class	Election of Class Leaders /House Captains/ SPL & ASPL
12	Sat	Holiday	
13	Sun	Holiday	
14	Mon	Holiday	Biju / Buisu Festival
15	Tue	Holiday	Bengali New Year's Day
16	Wed	Class	
17	Thu	Holiday	Maundy Thursday
18	Fri	Holiday	Good Friday
19	Sat	Holiday	Holy Saturday
20	Sun	Holiday	EASTER SUNDAY
21	Mon	Holiday	Garia Puja
22	Tue	Class	
23	Wed	Class	
24	Thu	Class	
25	Fri	Class	
26	Sat	Class	
27	Sun	Holiday	
28	Mon	Class	
29	Tue	Class	
30	Wed	Class	

Other holidays will be notified later Working Days: 19

(*NID = Non-Instructional Day)

Please Note: Though every effort will be made to adhere to this calendar, however unforeseen events might necessitate changes. We trust you will bear with us if that occurs.

School Diary 2025-2026

MAY - 2025

01	Thu	Holiday	May Day
02	Fri	Class	
03	Sat	Class	
04	Sun	Holiday	
05	Mon	Class	
06	Tue	Class	
07	Wed	Class	
08	Thu	Class	
09	Fri	Holiday	Birthday of Rabindranath Tagore
10	Sat	Holiday	
11	Sun	Holiday	
12	Mon	Holiday	Budha Purnima
13	Tue	Class	
14	Wed	Class	
15	Thu	Class	
16	Fri	Class	
17	Sat	Class	
18	Sun	Holiday	
19	Mon	Class	
20	Tue	Class	
21	Wed	Class	
22	Thu	Class	
23	Fri	Class	
24	Sat	Class	
25	Sun	Holiday	
26	Mon	Holiday	Birthday of Kazi Nazrul Islam
27	Tue	Class	
28	Wed	Class	
29	Thu	Class	
30	Fri	Class	Unit Test I
31	Sat	Class	Unit Test I

Other holidays will be notified later Working Days: 22

(*NID = Non-Instructional Day)

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School Diary 2025-2026

JUNE - 2025

01	Sun	Holiday	Jamaisasthi
02	Mon	Class	World Environment Day
03	Tue	Class	Unit Test I
04	Wed	Class	Unit Test I
05	Thu	Class	Unit Test I
06	Fri	Holiday	Summer Holiday begins
07	Sat	Holiday	Summer Holiday / Id-ul-Zuha (Bakrid)
08	Sun	Holiday	Summer Holiday
09	Mon	Holiday	Summer Holiday
10	Tue	Holiday	Summer Holiday
11	Wed	Holiday	Summer Holiday
12	Thu	Holiday	Summer Holiday
13	Fri	Holiday	Summer Holiday
14	Sat	Holiday	Summer Holiday
15	Sun	Holiday	Summer Holiday
16	Mon	Holiday	Summer Holiday
17	Tue	Holiday	Summer Holiday
18	Wed	Holiday	Summer Holiday
19	Thu	Holiday	Summer Holiday
20	Fri	Holiday	Summer Holiday
21	Sat	Holiday	Summer Holiday
22	Sun	Holiday	Summer Holiday
23	Mon	Holiday	Summer Holiday
24	Tue	Holiday	Summer Holiday
25	Wed	Holiday	Summer Holiday
26	Thu	Holiday	Summer Holiday
27	Fri	Holiday	Summer Holiday / Rath Yatra
28	Sat	Holiday	Summer Holiday
29	Sun	Holiday	Summer Holiday / Hostel Re-opens
30	Mon	Class	School Re-opens

Other holidays will be notified later Working Days: 05

(*NID = Non-Instructional Day)

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School Diary 2025-2026

JULY - 2025

01	Tue	Class	
02	Wed	Class	
03	Thu	Holiday	Kharchi Puja
04	Fri	Class	
05	Sat	Class	
06	Sun	Holiday	Muharram
07	Mon	Class	
08	Tue	Class	
09	Wed	Class	
10	Thu	Class	
11	Fri	Class	
12	Sat	Holiday	
13	Sun	Holiday	
14	Mon	Class	
15	Tue	Class	
16	Wed	Class	
17	Thu	Class	
18	Fri	Class	
19	Sat	Holiday	Ker Puja
20	Sun	Holiday	
21	Mon	Class	
22	Tue	Class	
23	Wed	Class	
24	Thu	Class	
25	Fri	Class	
26	Sat	Class	
27	Sun	Holiday	
28	Mon	Class	
29	Tue	Class	
30	Wed	Class	
31	Thu	Class	

Other holidays will be notified later Working Days: 24

(*NID = Non-Instructional Day)

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School Diary 2025-2026

AUGUST - 2025

01	Fri	Class	
02	Sat	Class	
03	Sun	Holiday	
04	Mon	Class	
05	Tue	Class	
06	Wed	Class	
07	Thu	Class	
08	Fri	Class	
09	Sat	Holiday	
10	Sun	Holiday	
11	Mon	Class	
12	Tue	Class	
13	Wed	Class	
14	Thu	Class	
15	Fri	*NID	Independence Day
16	Sat	Holiday	Janmashtami
17	Sun	Holiday	
18	Mon	Class	
19	Tue	Holiday	Birthday of Maharaja Bir Bikram Kishore Manikya
20	Wed	Class	
21	Thu	Class	
22	Fri	Class	
23	Sat	Class	
24	Sun	Holiday	
25	Mon	Class	
26	Tue	Class	
27	Wed	Class	
28	Thu	Class	
29	Fri	Class	
30	Sat	Class	
31	Sun	Holiday	

Other holidays will be notified later Working Days: 24

(*NID = Non-Instructional Day)

Please Note: Though every effort will be made to adhere to this calendar, however unforeseen events might necessitate changes. We trust you will bear with us if that occurs.

School Diary 2025-2026

SEPTEMBER - 2025

01	Mon	Class	
02	Tue	Class	
03	Wed	Class	
04	Thu	Class	
05	Fri	Holiday	Teachers Day / Birthday of Prophet Mohammad
06	Sat	Class	
07	Sun	Holiday	
08	Mon	Class	
09	Tue	Class	
10	Wed	Class	
11	Thu	Class	
12	Fri	Class	
13	Sat	Holiday	
14	Sun	Holiday	
15	Mon	*NID	Holy Cross Feast Day
16	Tue	Class	Half Yearly Exam Begins
17	Wed	Class	Half Yearly Exam
18	Thu	Class	Half Yearly Exam
19	Fri	Class	Half Yearly Exam
20	Sat	Class	Half Yearly Exam
21	Sun	Holiday	
22	Mon	Class	Half Yearly Exam
23	Tue	Class	Half Yearly Exam
24	Wed	Class	Half Yearly Exam
25	Thu	Class	Half Yearly Exam
26	Fri	Class	Half Yearly Exam
27	Sat	Class	Puja Holiday Begins
28	Sun	Holiday	
29	Mon	Holiday	Maha Saptami
30	Tue	Holiday	Maha Ashtami

Other holidays will be notified later
Working Days: 22
(*NID = Non-Instructional Day)

Please Note: Though every effort will be made to adhere to this calendar, however unforeseen events might necessitate changes. We trust you will bear with us if that occurs.

School Diary 2025-2026

OCTOBER - 2025

01	Wed	Holiday	Maha Navami
02	Thu	Holiday	Gandhi Jayanti / Vijaya Dashami
03	Fri	Holiday	Puja holidays
04	Sat	Holiday	Puja holidays
05	Sun	Holiday	Puja holidays
06	Mon	Holiday	Laxmi Puja / Hostel Re-opens
07	Tue	Class	School Reopens after Puja Vacation
08	Wed	Class	
09	Thu	Class	
10	Fri	Class	
11	Sat	Holiday	
12	Sun	Holiday	
13	Mon	Class	
14	Tue	Class	
15	Wed	Class	
16	Thu	Class	
17	Fri	Class	
18	Sat	Class	
19	Sun	Holiday	
20	Mon	Holiday	Diwali
21	Tue	Class	
22	Wed	Class	
23	Thu	Class	
24	Fri	Class	
25	Sat	Class	
26	Sun	Holiday	
27	Mon	Class	
28	Tue	Class	
29	Wed	Class	
30	Thu	Class	
31	Fri	Class	

Other holidays will be notified later Working Days: 20

(*NID = Non-Instructional Day)

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School Diary 2025-2026

NOVEMBER - 2025

01	Sat	Class	
02	Sun	Holiday	
03	Mon	Class	
04	Tue	Class	
05	Wed	Class	
06	Thu	Class	
07	Fri	Class	
08	Sat	Holiday	
09	Sun	Holiday	
10	Mon	Class	
11	Tue	Class	
12	Wed	Class	
13	Thu	Class	
14	Fri	*NID	Children's Day
15	Sat	Class	
16	Sun	Holiday	
17	Mon	Class	
18	Tue	Class	
19	Wed	Class	
20	Thu	Class	
21	Fri	Class	
22	Sat	Class	
23	Sun	Holiday	
24	Mon	Class	
25	Tue	Class	
26	Wed	Class	
27	Thu	Class	
28	Fri	Class	
29	Sat	Class	
30	Sun	Holiday	

Other holidays will be notified later Working Days: 24

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School Diary 2025-2026

DECEMBER - 2025

01	Mon	Class	
02	Tue	Class	
03	Wed	Class	World Disabled Day
04	Thu	Class	
05	Fri	Class	
06	Sat	Class	
07	Sun	Holiday	
08	Mon	Class	
09	Tue	Class	
10	Wed	Class	
11	Thu	Class	
12	Fri	Class	
13	Sat	Holiday	
14	Sun	Holiday	
15	Mon	Class	Unit Test II
16	Tue	Class	Unit Test II
17	Wed	Class	Unit Test II
18	Thu	Class	Unit Test II
19	Fri	Class	Unit Test II / Pre- Christmas
20	Sat	Holiday	Winter Vacation Begins
21	Sun	Holiday	
22	Mon	Holiday	
23	Tue	Holiday	
24	Wed	Holiday	Christmas Eve
25	Thu	Holiday	Christmas Day
26	Fri	Holiday	
27	Sat	Holiday	
28	Sun	Holiday	
29	Mon	Holiday	
30	Tue	Holiday	
31	Wed	Holiday	

Other holidays will be notified later Working Days: 16

(*NID = Non-Instructional Day)

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School Diary 2025-2026

JANUARY - 2026

01	Thu	Holiday	New Year's Day
02	Fri	Holiday	
03	Sat	Holiday	
04	Sun	Holiday	
05	Mon	Holiday	
06	Tue	Holiday	
07	Wed	Holiday	
08	Thu	Holiday	Hostel Re-opens after Winter Vacation
09	Fri	Class	School Re-opens
10	Sat	Holiday	
11	Sun	Holiday	
12	Mon	Class	
13	Tue	Class	
14	Wed	Holiday	Makar Sankranti (Date may vary)
15	Thu	Class	
16	Fri	Class	
17	Sat	Class	
18	Sun	Holiday	
19	Mon	Class	
20	Tue	Class	
21	Wed	Class	
22	Thu	Class	
23	Fri	Holiday	Birthday of Netaji Subhash Chandra Bose / Vasant Panchami (Date may vary)
24	Sat	Class	
25	Sun	Holiday	
26	Mon	*NID	Republic Day
27	Tue	Class	
28	Wed	Class	
29	Thu	Class	
30	Fri	Class	
31	Sat	Class	

Other holidays will be notified later Working Days: 17

(*NID = Non-Instructional Day)

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School Diary 2025-2026

FEBRUARY - 2026

01	Sun	Holiday	
02	Mon	Class	
03	Tue	Class	
04	Wed	Class	
05	Thu	Class	
06	Fri	Class	
07	Sat	Class	
08	Sun	Holiday	
09	Mon	Class	
10	Tue	Class	
11	Wed	Class	
12	Thu	Class	
13	Fri	Class	
14	Sat	Holiday	
15	Sun	Holiday	Maha Shivaratri (Date may vary)
16	Mon	Class	
17	Tue	Class	
18	Wed	Class	
19	Thu	Class	
20	Fri	Class	
21	Sat	Class	
22	Sun	Holiday	
23	Mon	Class	
24	Tue	Class	
25	Wed	Class	
26	Thu	Class	
27	Fri	Class	
28	Sat	Class	

Other holidays will be notified later Working Days: 23

(*NID = Non-Instructional Day)

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School Diary 2025-2026

MARCH - 2026

01	Sun	Holiday	
02	Mon	Class	
03	Tue	Class	
04	Wed	Holiday	Holi (Date may vary)
05	Thu	Class	
06	Fri	Class	
07	Sat	Class	
08	Sun	Holiday	
09	Mon	Class	
10	Tue	Class	
11	Wed	Class	
12	Thu	Class	
13	Fri	Class	
14	Sat	Holiday	
15	Sun	Holiday	
16	Mon	Class	
17	Tue	Class	
18	Wed	*NID	Annual Vacation Begins for students
19	Thu	*NID	
20	Fri	*NID	
21	Sat	Holiday	Eid-ul-Fitar (Date may vary)
22	Sun	Holiday	
23	Mon	*NID	
24	Tue	*NID	
25	Wed	*NID	
26	Thu	*NID	
27	Fri	*NID	Result Day
28	Sat	Holiday	Annual Vacation
29	Sun	Holiday	Annual Vacation
30	Mon	Holiday	Annual Vacation
31	Tue	Holiday	Annual Vacation

Other holidays will be notified later Working Days: 19

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School Diary 2025-2026

APRIL - 2026

01	Wed	Holiday	Annual Vacation
02	Thu	Holiday	Maundy Thursday / Annual Vacation
03	Fri	Holiday	Good Friday / Annual Vacation
04	Sat	Holiday	Annual Vacation
05	Sun	Holiday	Easter Sunday/ Annual Vacation
06	Mon	*NID	Annual Fee Payment and Books distribution
07	Tue	*NID	Annual Fee Payment and Books distribution
08	Wed	*NID	Annual Fee Payment and Books distribution
09	Thu	*NID	Annual Fee Payment and Books distribution Hostel Re-opens after annual vacation. Orientation for Teachers (Timetable, responsibilities)
10	Fri	Class	School Re-opens after annual vacation.
11	Sat	Holiday	
12	Sun	Holiday	
13	Mon	Class	
14	Tue	Holiday	Biju / Buisu Festival
15	Wed	Holiday	Bengali New Year's Day
16	Thu	Class	
17	Fri	Class	
18	Sat	Class	Election of Class Leaders /House Captains/ SPL & ASPL
19	Sun	Holiday	
20	Mon	Class	
21	Tue	Holiday	Garia Puja
22	Wed	Class	
23	Thu	Class	
24	Fri	Class	
25	Sat	Class	Investiture Ceremony
26	Sun	Holiday	
27	Mon	Class	
28	Tue	Class	
29	Wed	Class	
30	Thu	Class	

Other holidays will be notified later
Working Days: 17
(*NID = Non-Instructional Day)

Please Note: Though every effort will be made to adhere to this calendar, however unforeseen events might necessitate changes. We trust you will bear with us if that occurs.

School Diary 2025-2026

RECORD OF BEING LATE

[illegible]

RECORD OF BEING LATE

[illegible]

SCHOOL UNIFORM

[illegible]

SCHOOL UNIFORM

[illegible]

Non Attendance and Leave Record

To be entered briefly in ink. Leave for 3 or more days must be applied together with medical certificate. Please bear in mind that 85% attendance is compulsory to be promoted to the next class.

Name..... Class/Section.....

Parent's Signature.....

<i>Date</i>	<i>Reason</i>	<i>Parents Signature</i>	<i>Sign of the class Teacher/Principal</i>
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School Diary 2025-2026

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HOME TASK REMARKS

The subject teacher will make a note below when a student comes with out his/her home-task. The parents are requested to initial it. Without the counter signature, the student may be prevented from attending class. **Please note that 5% mark is given for home works and Class note book maintenance.**

<i>Date</i>	<i>Name of the Subject & Remarks on Home task</i>	<i>Subject Teachers Signature</i>	<i>Parent's Signature</i>

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The subject teacher will make a note below when a student comes with out his/her home-task. The parents are requested to initial it. Without the counter signature, the student may be prevented from attending class. **Please note that 5% mark is given for home works and Class note book maintenance.**

[illegible]

Attendance:(Parent Teacher Meeting)

Parents have to Attend every PT meeting and get this Perform assigned by the subject teacher. Parents who come after the assigned day for the results will only be given the results and there will not be any interaction with class teacher or subject teacher possible.

Name _____ RollNo _____ Class&Section _____

SUBJECTS	PRE-MID	MID-TERM	POST-MID	REMARKS
English				
SIGNATURES				
Hindi				
SIGNATURES				
Bengali				
SIGNATURES				
Mathematics				
SIGNATURES				
Science				
SIGNATURES				
Social Science				
SIGNATURES				
Computer Science				
SIGNATURES				
Life Skills / V. Education				
SIGNATURES				
GENERALKNOWLEDGE				
SIGNATURES				
SIGNATURES				
<div style="display: flex; justify-content: space-around; padding: 10px;"> Headmistress ClassTeacher Principal </div>				

Anecdotal Record

This record is to provide evidences regarding the intangible areas of any personal and social qualities, interests and attitudes. This could be filled in by the teachers who observe the student.

[illegible]

Anecdotal Record

This record is to provide evidences regarding the intangible areas of any personal and social qualities, interests and attitudes. This could be filled in by the teachers who observe the student.

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[illegible]

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Date	Occasion and Place	Incident or situation as observed by the teacher	Teacher's comment & sign with date	Parent's Signature

[illegible]

This image shows a full page of blank handwriting practice paper. It features 20 evenly spaced, horizontal blue lines running across the entire width of the page. The lines are uniform in thickness and color, providing a guide for letter height and placement. There are no margins, text, or other markings on the page.

[illegible]

[illegible]

This image shows a single sheet of white paper with horizontal blue or grey ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

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[illegible]

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[illegible]

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[illegible]

[illegible]

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This image shows a full page of blank, lined paper. It features approximately 20 evenly spaced horizontal blue or grey lines across the entire width of the page, typical of notebook paper. There are no margins, text, or other markings present.

[illegible]

[illegible]

[illegible]

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[illegible]

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HOME TASK & ASSIGNMENTS SCHEDULE

Teachers ensure proper communication of assignments and home tasks. Parents please go through the diary daily and ensure your ward is upto date with their assigned tasks

[illegible]

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[illegible]

STUDENT'S LEAVE - LETTER FORMAT

From

Name: _____

Class: _____ Sec. _____ RollNo. _____

Place _____ Phone No _____

The Principal

Notre Dame Holy Cross School,

Moharpara

Subject:

Respected Principal,

May I bring to your kind attention that I have been / will be

absent from school for ___ days from ___/___/2025/26 to

___/2025/26 on account of _____

Yours faith fully,

Date ___/___/2025/26

Signature of the Parent/Guardian

Granted _____ days Medical / Special leave.

Please Note:

Principal

- *Leave means authorized absence from classes.*
- *All requests for leave should be previously made in-writing.*

School Diary 2025-2026

STUDENT'S LEAVE - LETTER FORMAT

From

Name: _____

Class: _____ Sec. _____ Roll No. _____

Place & P.O. _____

Pin No _____ Phone No _____

The Principal
Notre Dame Holy Cross School,
Moharpara

Sir.

I hereby apply for Medical / Special leave for ____ days from
____/____/2025/26 to ____/2025/26 on account of _____

Yours faith fully,

Date ____/____/2025/26

Signature of the Parent/Guardian

Granted _____ days Medical / Special leave.

Please Note:

Principal

- *Leave means authorized absence from classes.*
- *All requests for leave should be previously made in-writing.*

Responsibility of Class Leaders

1. Special attention shall be paid by class teachers in choosing suitable leaders.
2. Leaders must be as far as possible exemplary in conduct and Industrious in their studies.
3. They must be able to command respect in the class.
4. They are employed for all assistance in the class eg. Maintaining discipline, collecting or distributing books, attending to cleanliness and neatness of the classroom, bringing charts, maps, reporting to concerned authorities about various needs of the class, up keeping of bullet in boards etc.
5. They must rub out the writing on the black board immediately alter each period.
6. The leaders will write each day on the blackboard, the date and the number of students present in the class.
7. The leaders will be responsible for all the happenings in the class During the absence of the teacher.
8. Periodic meetings of the leaders will be held under the guidance of appointed super visors where methods and means are discussed and adopted for improving discipline and redressing grievances.
9. It is incumbent on all leaders to report to the principal, the teacher in-charge or the class teacher any breach of discipline noticed even during recess.
10. In the event of a teacher being absent, they must in form the Headmistress within the first five minutes from the commencement of the periods.

Responsibility of the SPL and ASPL

1. He/She should ensure that the leaders carry out their duties in are sponsible and impartia lmanner.
2. He/She should command the whole school indiscipline at prayer assemblies every morning and all school gatherings.
3. He/She should be constantly alert, observant and sensitive to the needs of the school and act promptly alter consulting and getting orders from the principal.
4. He/She should show exemplary behavior with head held high, Providing a shining example of leadership, trust, courtesy, love and goodness.
5. He/She should bring to the notice of the teachers minor day-today problems of students like fights, mis understandings, injuries, damage to school property, missing articles, etc.

School Diary 2025-2026

TIMETABLE

DAYS	Period 1	Period 2	Period 3	Break	Period 4	Period 5	Break	Period 6	Period 7
	08:40am 09:25am	09:25am 10:05am	10:05am 10:45am	10:45am 10:55am	10:55am 11:35am	11:35am 12:15pm	12:15pm 12:25pm	12:25pm 01:05pm	01:05pm 01:40pm
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

TIMETABLE

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Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									