

CONTENTS

	Pg No.
• My Page03
• My Pledge04
• DAV Anthem05
• National Song05
• Gayatri Mantra06
• Upasana Mantras07
• Prayers in Hindi09
• Where the Mind is Without Fear10
• Prayers in English11
• Shanti Path11
• National Anthem12
• School Directory13
• School Timings14
• Admission Procedure, Payment of Dues and Change in Address15
• Withdrawal Procedure16
• School Transport and Fee16
• Atal Tinkering Laboratory17
• 3-D Laboratory18
• Digital Interactive Classrooms19
• School Library19
• Book Shop / Cafeteria20
• Tips for Good Health21
• Child Safety and Security22
• Code of Conduct25
• School Uniform26
• School Uniform Norms26
• Attendance Rules27
• Discipline Rules28
• Tips to Parents29
• Tips to Students30
• Academic Planning31
• Parent-Teacher Meetings (2019-20)35
• Examination Schedule (2019-20)37



S.No.	Pg No.
• Datesheets (2019-20)38
• Club Activities (Senior Wing & Junior Wing)43
• Academic & Activities Planner (2019-20) (Junior Wing)51
• Academic & Activities Planner (2019-20) (Senior Wing)63
• Educational Tours and Excursions75
• Awards & Scholarships76
• Diary Pages
• Parent-Teacher Communication Form i
• Leave Application Form v
• Good Reader's Bibliography vii
• Achievement Tracker Proforma xi
• This Day is Special for Mexiii
• My Time Table xv
• Record of Late Arrivalxviii
• List of Holidays (2019-20) xx
• Calendars (2018-20) xxi
• Helpline Numbersxxii
• Ten Principles of Arya Samajxxiv

MY PAGE

1. My Name: _____
2. My Class: _____
3. My Admission No. : _____
4. My Date of Birth: _____
5. My Bus Route No. : _____
6. My Address : _____

My Photo

7. Tel. No. _____
8. e-mail Id : _____

9. My Parents:

My Mother: _____

Specimen Signature: _____

Contact my Mother at: _____

My Father: _____

Specimen Signature: _____

Contact my Father at: _____

10. Alternative person to be contacted in case of emergency:

Name : _____

Relationship with child: _____

Ph. No. (R) _____ (M.) _____

11. Particulars of brothers/sisters studying in this school.

	Name	Class & Section
i)	_____	_____
ii)	_____	_____

12. My Blood Group: _____

13. I belong to: SC ☐ ST ☐ OBC ☐ GEN ☐ Category.

14. My Class Teacher's Name: _____

15. My Ambition: _____

16. My Mission Statement: _____

17. My Signature: _____

MY PLEDGE



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 its loyal and worthy citizen.

To my country and my people I pledge my devotion.

In their well-being and prosperity alone lies my happiness.

May God grant her peace and prosperity.

राष्ट्रीय गीत

वंदे मातरम्
सुजलां सुफलां मलयज शीतलां
शस्य-श्यामलां मातरम्
शुभ्र ज्योत्स्ना पुलकित यामिनी
फुल्ल कुसुमित द्रुमदल शोभिनी
सुहासिनीं सुमधुर भाषिणीम्
सुखदां वरदां मातरम् ।।1।। वंदे मातरम्
सप्त-कोटि कंठ कलकल निनाद करले
सप्त कोटि भुजैर्धृत खरकरवाले
अबला केन मां एत बले
बहुबल धारिणीं नमामि तारिणीं
रिपुदल वारिणी मातरम् ।।2।। वंदे मातरम्
तुमि विद्या, तुमि धर्म
तुमि हृदि, तुमि मर्म
त्वं हि प्राणाः शरीरे
बाहुते तुमि मा शक्ति
हृदये तुमि मा भक्ति
तोमारई प्रतिमा गडि
मंदिरे-मंदिरे मातरम् ।।3।। वंदे मातरम्
त्वं हि दुर्गा दशप्रहरणधारिणी
कमला कमल-दल-विहारिणी
वाणी विद्यादायिनी, नमामि त्वाम्
नमामि कमलां अमलां अतुलां
सुजलां सुफलां मातरम् ।।4।। वंदे मातरम्
श्यामलां सरलां सुस्मितां भूषितां
धरणीं भरणीं मातरम् ।।5।। वंदे मातरम्

— बंकिमचन्द्र चैटर्जी

डी.ए.वी. गान

अविरल निर्मल सलिल सदय,
ज्ञान प्रदायिनी ज्योतिर्मय,
हो चहुँदिशि उद्घोष अभय!!
डी. ए. वी. जय जय!!
प्रबल प्रवाहमयी नित-नूतन
जीवन दायिनी सदा सनातन
वेद प्रणीता
परम पुनीता
यह धारा अक्षय
डी. ए. वी. जय जय!!
दयानंद से प्रेम-भक्ति ले
हंसराज से त्याग-शक्ति ले
धर्म-भक्ति का
राष्ट्र-शक्ति का
हो दिनमान उदय
डी. ए. वी. जय जय!!
सुख-समृद्धि इसकी लहरें,
प्रेम-शांति इसके तट ठहरें
सघन शांतिमय
प्रबल क्रांतिमय
लिए अटल निश्चय
डी. ए. वी. जय जय!!



गायत्री मंत्र

ॐ भूर्भुवः स्वः ।
तत्सवितुर्वरेण्यम् भर्गो देवस्य धीमहि ।
धियो यो नः प्रचोदयात् ॥

प्रार्थना

तूने हमें उत्पन्न किया, पालन कर रहा है तू
तुझ से ही पाते प्राण हम, दुखियों के कष्ट हरता है तू
तेरा महान तेज है, छाया हुआ सभी स्थान
सृष्टि की वस्तु—वस्तु में, तू हो रहा है विद्यमान
तेरा ही धरते ध्यान हम, माँगते तेरी दया,
ईश्वर हमारी बुद्धि को, तू श्रेष्ठ मार्ग पर चला ।



ईश्वरस्तुतिप्रार्थनोपासनामन्त्राः

ओ३म् । विश्वानि देव सवितर्दुरितानि परासुव ।

यद् भद्रं तन्न आ सुव ॥१॥ -यजुः 30.3

तू सर्वेश सकल सुखदाता, शुद्ध स्वरूप विधाता है,
उसके कष्ट नष्ट हो जाते, शरण तेरी जो आता है।

सारे दुर्गुण दुर्व्यसनों से, हमको नाथ बचा लीजे,
मंगलमय ! गुण कर्म पदार्थ, प्रेम सिंधु हमको दीजे ॥

ओ३म् हिरण्यगर्भः समवर्त्तताग्रे. भूतस्य जातः पतिरेक आसीत् ।

स दाधार पृथिवीं द्यामुतेमां कस्मै देवाय हविषा विधेम ॥२॥ -यजुः 25.10

तू ही स्वयं प्रकाश सुचेतन, सुख स्वरूप शुभ दाता है,
सूर्य चन्द्रलोकदिक को, तू रचता और टिकाता है ।

पहले था अब भी तू ही है, घट-घट में व्यापक स्वामी,
योग, भक्ति तप द्वारा तुझको, पावें हम अन्तर्यामी ॥

ओ३म् य आत्मदा बलदा यस्य विश्व उपासते प्रशिषं यस्य देवाः ॥

यस्यच्छाया अमृतं यस्य मृत्युः कस्मै देवाय हविषा विधेम ॥३॥ -यजुः 25.13

तू ही आत्मज्ञान बलदाता, सुयश विज्ञ जन गाते हैं
तेरी चरण-शरण में आकर, भव सागर तर जाते हैं ।

तुझको ही जपना जीवन है, मरण तुझे बिसराने में,
मेरी सारी शक्ति लगे प्रभु ! तुझसे लगन लगाने में ॥

ओ३म् यः प्राणतो निमिषतो महित्वैक इद्राजा जगतो बभूव ।
य ईशेऽस्य द्विपदश्चतुष्पदः कस्मै देवाय हविषा विधेम ॥४॥ -यजुः 25.11

तूने अपनी अनुपम माया से, जग-ज्योति जगाई है,
मनुज और पशुओं को रचकर, निज महिमा प्रगटाई है ।
अपने हिय सिंहासन पर, श्रद्धा से तुझे बिठाते हैं
भक्ति-भाव से भेंटें लेकर, शरण तुम्हारी आते हैं ॥

ओ३म् येन द्यौरुग्रा पृथिवी च दृढा येन स्वःस्तभितं येन नाकः ।
योऽन्तरिक्षे रजसो विमानः कस्मै देवाय हविषा विधेम ॥५॥ -यजुः 32.6

तारे, रवि चन्द्रादिक रचकर, निज प्रकाश चमकाया है,
धरणी को धारण कर तूने, कौशल अलख जगाया है ।
तू ही विश्वविधाता, पोषक ! तेरा ही हम ध्यान धरें,
शुद्ध भाव से भगवन तेरे, भजनामृत का पान करें ।

ओ३म् प्रजापते न त्वदेतान्यन्यो विश्वा जातानि परि ता बभूव ।
यत्कामास्ते जुहुमस्तन्नो अस्तु वयं स्याम पतयो रयीणाम् ॥६॥-ऋ० 10.121.10

तुझसे बड़ा न कोई जग में, सब में तू ही समाया है,
जड़-चेतन सब तेरी रचना, तुझमें आश्रय पाया है ।
हे सर्वोपरि विभो ! विश्व का तूने साज सजाया है,
धन दौलत भरपूर दीजिए, यही भक्त को भाया है ॥

ओ३म् स नो बन्धुर्जनिता स विधाता, धामानि वेद भुवनानि विश्वा ।
यत्र देवा अमृतमानशानास्तृतीये धामन्नध्यैरयन्त ॥७॥ -यजुः ० 32.10

तू गुरु है, प्रजेश भी तू है, पाप-पुण्य फल दाता है,
तू ही सखा, बंधु मम तू ही, तुझसे ही सब नाता है ।
भक्तों को इस भवबन्धन से, तू ही मुक्त कराता है,
तू है अज, अद्वैत महाप्रभु ! सर्वकाल का ज्ञाता है ॥

ओ३म् अग्ने नय सुपथा राये अस्मान् विश्वानि देव वयुनानि विद्वान् ।
युयोध्यस्मज्जुहुराणमेनो भूयिष्ठां ते नम उक्तिं विधेम ॥८॥ -यजुः ० 40.16

तू है स्वयं प्रकाश रूप प्रभु ! सबका सिरजन हार तू ही,
रसना निशिदिन रटे तुम्ही को ! मन में बसना सदा तू ही ।
कूटिल पाप से हमें बचाते, रहना हरदम दया निधान,
अपने भक्त जनों को भगवन् ! दीजे यही विशद वरदान ॥

(Monday)

प्रार्थना

हे ईश हमें ले चल, सत की ओर असत से
हम पग-पग दीप जलाएँ, आलोक पथिक बन जाएँ।

हम रहें सदा ही सत्य प्रेम पथगामी
हम बनें यशस्वी पूर्वजों के अनुगामी
तुम सूर्य प्रभु, हम सूर्यमुखी कहलाएँ
हम पग-पग दीप जलाएँ, आलोक पथिक बन जाएँ।

जब छाया हो चहुँ ओर प्रभु अंधियारा
हम अंतर में देखें आलोक तुम्हारा
तुम स्वाति प्रभु, और हम चातक कहलाएँ
हम पग-पग दीप जलाएँ, आलोक पथिक बन जाएँ।

(Tuesday)

प्रार्थना

प्रभु ज्ञान दो, प्रभु ज्ञान दो
आलोक का वरदान दो।
प्रभु ज्ञान दो, प्रभु ज्ञान दो।
प्रभु तम विसर्जन के लिए,
नव ज्ञान अर्जन के लिए
नव चेतना नव प्राण दो, ज्ञान दो।

बहुजन का जिसमें हो भला
वो ज्ञान वो उत्तम कला
वो सार्थक विज्ञान दो, ज्ञान दो।

प्रभु ज्ञान दो, प्रभु ज्ञान दो
आलोक का वरदान दो।
प्रभु ज्ञान दो, प्रभु ज्ञान दो।

(Wednesday)

प्रार्थना

तू ही है जगत का कर्ता, प्राणों का तू ही स्वामी
दुखहर्ता पालनहारी, तू ही है अंतर्दामी
ओ३म.....

इस सकल जगत का स्वामी, तू ही है बनाने वाला
इस सृष्टि के कण-कण में, प्रभु तू ही समाने वाला
ओ३म.....

तू ही करता आलोकित, प्राणों को अंतरतम में
तेरा ही ध्यान धरें हम, हे प्रभु हृदय में अपने
ओ३म.....

हे वरण योग्य प्रभु अंतर, आलोकित करते रहना
शुभ कर्म हमें करने को, प्रभु प्रेरित करते रहना
ओ३म.....

(Thursday)

प्रार्थना

मन समर्पित, तन समर्पित
और यह जीवन समर्पित,
चाहता हूँ देश की धरती, तुझे कुछ और भी दूँ।
माँ तुम्हारा ऋण बहुत है मैं अकिंचन,
किंतु इतना कर रहा फिर भी निवेदन,
थाल में लाऊँ सजाकर भाल जब भी,
कर दया स्वीकार लेना समर्पण,
गान अर्पित, प्राण अर्पित,
रक्त का कण-कण समर्पित
चाहता हूँ देश की धरती, तुझे कुछ और भी दूँ।
तोड़ता हूँ, मोह का बंधन क्षमा दो,
गाँव मेरे, द्वार, घर, आँगन क्षमा दो,
आज सीधे हाथ में तलवार दे दो,
और बाएँ हाथ में ध्वज को थमा दो।
ये सुमन लो, यह चमन लो,
नीड़ का तृण-तृण समर्पित
चाहता हूँ देश की धरती, तुझे कुछ और भी दूँ।

(Friday)

प्रार्थना

जल—थल में और गगन में, इस तन—मन में, इस जीवन में
हो शांति, प्रभु शांति, हो शांति ।
औषधि में, वनस्पति में, द्यू लोक में, तारागण में
हो शांति, प्रभु शांति, हो शांति ।
ब्राह्मण के ज्ञान वचन में, हे जगत पिता त्रिभुवन में
हो शांति, प्रभु शांति, हो शांति ।
इस तन—मन में जीवन में, हे जगत पिता त्रिभुवन में
हो शांति, प्रभु शांति, हो शांति ।

WHERE THE MIND IS WITHOUT FEAR (Saturday)

Where the mind is without fear and the head is held high;
Where knowledge is free;
Where the world has not been broken up
Into fragments by narrow domestic walls;
Where words come out from the depth of truth;
Where tireless striving stretches its arms towards perfection;
Where the clear stream of reason has not lost its
Way into the dreary desert sand of dead habit;
Where the mind is led forward by Thee into
Ever –widening thought and action.
Into that heaven of freedom, my Father,
Let my country awake.

- Rabindranath Tagore

PRAYER

All things bright and beautiful
All creatures great and small
All things wise and wonderful
The great lord made them all

Each little flower that opens
Each little bird that sings
He made their glowing colours
He made their tiny wings

The purple headed mountain
The river running by
The sun rise in the morning
That brightens up the sky

He gave us eyes to see them
And lips that we might tell
How great is God Almighty
Who has made all things well !



PRAYER

Give me oil in my lamp keep me burning
Give me oil in my lamp I pray
Give me oil in my lamp keep me
 Burning, burning, burning
Keep me burning till the break of day
Come on & sing Hosanna, sing Hosanna
Sing Hosanna to the king of kings
Give me oil in my lamp keep me serving
Give me oil in my lamp I pray
Give me oil in my lamp keep me
 Serving, serving, serving
Keep me serving till the break of day
Come on & sing Hosanna, sing Hosanna
Sing Hosanna to the king of kings
Give me oil in my lamp keep me praising
Give me oil in my lamp I pray
Give me oil in my lamp keep me
 Praising, praising, praising
Keep me praising till the break of day
Come on & sing Hosanna, sing Hosanna
Sing Hosanna to the king of kings

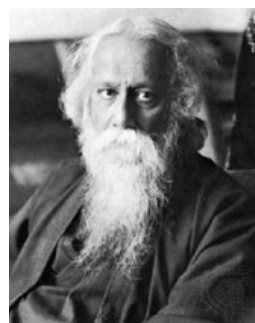
शान्ति पाठ

ओ३म् द्यौः शान्तिरन्तरिक्षं शान्तिः पृथिवी
शान्तिरापः शान्तिरोषधयः शान्तिः ।
वनस्पतयः शान्तिर्विश्वेदेवाः शान्तिर्ब्रह्म
शान्तिः सर्वं शान्तिः शान्तिरेव शान्तिः
सा मा शान्तिरेधि ।।
ओ३म् शान्तिः ! शान्तिः ! शान्तिः !

NATIONAL ANTHEM (राष्ट्र गान)

जन गण मन अधिनायक जय हे
भारत भाग्य विधाता
पंजाब सिंध गुजरात मराठा
द्राविड़ उत्कल बंग
विंध्य हिमाचल यमुना गंगा
उच्छल जलधि तरंग
तव शुभ नामे जागे
तव शुभ आशिष माँगे
गाहे तव जय गाथा
जन गण मंगलदायक जय हे
भारत भाग्य विधाता
जय हे, जय हे, जय हे,
जय जय जय, जय हे!

—रवीन्द्रनाथ टैगोर



SCHOOL DIRECTORY

Name & Designation	Phone / Mobile
Ms. Manju Malik Principal	25286230
Ms. Anvita Wahi Supervisory Head In-Charge (Senior Branch) Academic Supervisor	25286231
Ms. Usha Gupta Supervisory Head In-Charge (Junior Branch)	25264715
Ms. Amita Monga Floor Incharge	
Ms. Kavita Sachdeva Floor Incharge	25286231
Ms. Aarti Goyal Floor In Charge	
Ms. Bhavna Shah Floor In Charge	
Ms. Vimmi Kalra Floor In Charge	
Ms. Kiran Malhotra Controller of Examinations	
Ms. Sunita Bhatia Assistant Controller of Examinations	
Ms. Nimisha Sharma Academic Supervisor Admission Incharge	
Dr. Anshu Asri Medical Officer	9811218744
Ms. Divya Chawla Counsellor Floor Incharge	9811256446
Ms. Dimple Gulati Special Educator	8920345478 8375070558
Mr. Shamsheer Singh	9818542400
Mr. Rakesh Kaila	9810960720
Mr. Pramod Sharma	9312568024
Mr. Sonu Kumar Transport Co-ordinators	9891099626



e-mail: davpe87@gmail.com/go2davcpspe@gmail.com

Website: www.davschoolpemn.org

SCHOOL TIMINGS

Classes- Pre-School & Pre-Primary

08:00 am to 12 noon (Monday to Friday)

Classes I-II

08:00 am to 02:10 pm (Monday to Friday)

Classes III-XII

08:00 am to 02:10 pm (Monday to Saturday)*



Visiting Hours

(only with prior appointment)

- | | |
|--------------------------------|--|
| • Principal | 08:00 am to 09:00 am |
| • Supervisors | 08:00 am to 09:00 am |
| • School Counsellor & Teachers | 08:00 am to 08:30 am |
| • School Canteen | 08:00 am to 08:30 am (morning)
02:00 pm to 03:00 pm (afternoon) |

Note:

- Parents must ensure that their wards are punctual and reach the school in time.
- Late comers will not be allowed to attend the school. Gates will be opened at 7.40 am and closed at 8.00 am sharp.
- Parents must refrain from directly visiting the classrooms at any time.
- Please contact the school reception in case of urgency.
- Every Saturday will be a holiday for the students of classes Pre-School to II.
- Last Friday of every month will be Fun 'n' Activity Day for Pre-School & Pre-Primary Students.
- *Second and Fourth Saturday of every month will be a holiday for students of all the classes .

ADMISSION PROCEDURE & PAYMENT OF DUES

A child is admitted to the Pre-School and Pre-Primary level on the basis of norms laid down by the Directorate of Education. Admissions to classes I to IX and XI are made on the basis of written tests, aptitude tests and interviews. Certificates of Medical Fitness and Date of Birth of the applicant are essential.

ECS facility is available to the parents for fee submission.

Class	Admission Procedure	Admission Schedule
Pre-School, Pre-Primary & I	As per the schedule and norms laid down by the Directorate of Education / DAV College Managing Committee	
II-V	January 01, 2020 onwards	
VI-IX	Written test and Interview	January 01, 2020 onwards
XI	Written test and Interview	March (last week) to April (first week)

Students are advised to opt for a desirable and appropriate stream at the time of admission to class XI. They are advised to take guidance from the career counsellor before opting for a particular stream. No change is permissible (as per CBSE rules) after registration with CBSE.

Note: Provisional admission to class XI will be granted on the basis of performance of the students in Cycle Tests I & II and Half Yearly Examination (only written exam). The Confirmation of admission/ allotment of stream will be done on the basis of entrance tests and interview conducted by the school.

CHANGE IN ADDRESS

Please intimate to the school office any change in your address or telephone number for helping us in emergencies, maintaining communication with parents and keeping our records up-to-date.

Note: Changes to be intimated to the School administrative office only.



WITHDRAWAL PROCEDURE

- a) One month's notice or payment of one month's fee, in lieu thereof, is necessary in case a parent wants to withdraw his/her ward from the school.
- b) The following categories of pupils may be required to be withdrawn from the school (not necessarily notifying cause to the parents)
 - i) Those who fail to show satisfactory progress and are unwilling or unable to profit from the educational programme of the school.
 - ii) Those whose fee is in arrears for more than two consecutive months.
 - iii) Those whose behaviour, in the opinion of the Principal, is harmful to the interest of the school.
 - iv) Repeated absence without leave or unexplained absence for a long period renders a student liable to have his/her name struck off the rolls. Re-admission may be granted only on the payment of a fresh admission fee at the discretion of the Principal.

SCHOOL TRANSPORT

The school owns its own CNG buses. Parents are advised to hire school transport only. The bus service may develop snags occasionally. Parents should co-operate during such unforeseen circumstances and unavoidable interruptions. Parents sending their wards by private transport are advised to pick up their wards five minutes before the closing of the school, failing which the school should not be held responsible in case of any mishappening. **(Self driven bikes/cars are not allowed in the school.)**



In case a bus is 15 minutes late from the scheduled time, parents should send the students by any other vehicle (taxi or auto rickshaw) for which the school shall make payment. In case a student does not reach home on time, parents need not panic. They can contact the school reception for assistance. All efforts are made for the safety of the students. The school should not be held responsible for any road accidents in which the buses may unfortunately be involved.

TRANSPORT FEE

The transport fee is mentioned in the fee card. Please ensure that it is accurately calculated while making payment by cash or by a bank draft. Transport fee can be increased any time during the academic session depending on the hike in CNG price by the Government of India.

If found using transport without payment, one whole year's transport fee will be charged from the erring student.

The school charges eleven months' transport fee each academic year. **The students will not be allowed to withdraw transport facility in the middle of the session.**

ATAL TINKERING LABORATORY

**Under the aegis of Atal Innovation Mission
(Niti Ayog, Government of India)**



With a vision to ‘Cultivate one Million children in India as Neot0eric Innovators’, **Atal Innovation Mission (AIM)** is establishes **Atal Tinkering Laboratories (ATLs)** in selected schools across India. It is a matter of pride that in the session 2017-18, our school was selected for this prestigious venture by **Niti Aayog, Government of India**.

The objective of this scheme is to foster curiosity, creativity and imagination in young minds; and inculcate skills such as design mindset, computational thinking, adaptive learning, physical computing etc.

ATL is a work space, where young minds can give shape to their ideas through hands on do-it-yourself mode; and learn innovation skills. Young children will get a chance to work with tools and equipment to understand the concepts of STEM (Science, Technology, Engineering and Math). ATL would contain educational and learning ‘do it yourself’ kits and equipment on – science, electronics, robotics, open source microcontroller boards, sensors and 3D printers and computers.

Atal Innovation Mission has provided a total grant of Rs. 20 lakhs (grant-in-aid of 10 lakhs and operational expenses of Rs. 10 lakh) for a period of 5 years to the school’s ATL.

3-D LABORATORY



The school has set up a full-fledged 3D Lab from the session 2017-18. This new learning experience will have the student grabbing at thin air and pulling back from objects that appear to be zooming straight at him, or floating in the blood stream, hearing the heart beat from inches away, watching atoms explode at arm-length and so forth.

A 3D learning experience is a pure delight, taking students into a life-like virtual world, where abstract ideas come to life. The fact is, with 3D learning, the student can almost feel being a part of the subject itself. It makes learning immersive, exciting and fascinating.

DIGITAL INTERACTIVE CLASSROOMS

e-LEARNING at its best

The school is one of the pioneers in providing the right kind of exposure to the students through latest advancements in information and communication Technology. The school is strong advocate of the best practices in e-learning and promotes the optimum use of ICT in classrooms. We have digital interactive classrooms for all the classes.

Digital interactive classroom model forms a platform for new age learning, transforming the conventional teaching and learning methodologies into a whole new highly interactive and engaging experience, ably aided by a robust infrastructure, comprehensive learning modules and a dedicated support services framework.

The setup includes Interactive White Boards, Projectors/LCD's Assessment Devices, Speakers and the related software. The content includes comprehensive learning modules on all subject from K to 12.

In addition to all this, the school campus is Wi-Fi enabled and boasts of three well-equipped computer laboratories with more than 200 computers.

SCHOOL LIBRARY

The school has fully computerized, well-stocked library, which is a storehouse of more than 25,000 books, available for the reference of the teachers and students. It also boasts of 10 national dailies, more than 25 magazines and 10 journals to keep the school updated.



SCHOOL HEALTH PLAN

1. Emergency first-aid and health services
2. Annual health check-up and issue of health-card
3. Frequent health-awareness workshops
4. Adolescent Health Workshops (ARSH)
5. Life Skills Education programme
6. Community health awareness
7. Counseling and guidance



SCHOOL CAFETERIA AND BOOK SHOP

For the convenience of the students, a pure-vegetarian cafeteria catering nutritious and hygienic food is available within the school premises.

All the prescribed textbooks, notebooks, stationery items and school uniform are available at the book shop.



Weekly Menu	
Monday	Kachori Aloo
Tuesday	Chhole Kulche
Wednesday	Stuffed Vegetable Kulcha
Thursday	Vegetable Macaroni
Friday	Aloo Patty & Rajma Rice
Saturday	Chhole Kulche

SUGGESTED TIFFIN BOX DELICACIES

Monday: 'Dhaba-Dabba' : stuffed parantha (cheese/radish/cauliflower/carrot/potato/mix vegetable etc.) with curd & butter

Tuesday: 'Rice-Spice' : mix veg. pulao/idli-sambhar/veg. utthapam/rajma/chhole/chana/kadi with rice

Wednesday: 'Leafy-Love': Green Vegetable with chapatti, curd and salad

Thursday: 'Snack-Smack': Vegetable & peanut poha/upma/besan or moong dal chila with mint chutney

Friday: 'Fry-day': Bread/mix vegetable pakora/puri-aloo/chana bhatura/mix veg. pasta/macaroni/cutlet

Saturday: 'Double-Decker': Stuffed veg. sandwich (cheese/paneer, tomato, corn, cucumber, lettuce/cabbage) in brown bread

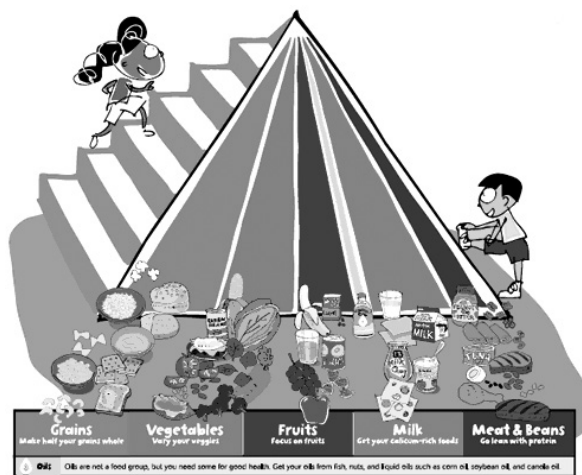
BEVERAGES

- | | |
|-------------------|---------------------|
| 1. Tea & Coffee | 4. Buttermilk/Lassi |
| 2. Cold coffee | 5. Real Fruit Juice |
| 3. Flavoured Milk | 6. Yoghurt / Curd |

*No aerated drinks are served in the school canteen.

TIPS FOR GOOD HEALTH

1. Eat a well balanced diet containing milk, green vegetables, fruits etc.
2. Drink plenty of water everyday.
3. Eat your food slowly, chewing it properly.
4. Do not buy uncovered food from vendors.
5. Wash your hands before eating food as well as after going to the toilet.
6. Avoid eating junk food.
7. Keep yourself neat and clean in every aspect especially in taking bath everyday & wearing clean, washed and ironed clothes.
8. Trim your nails short and keep them clean.
9. Brush your teeth properly twice daily - in the morning and before going to bed.
10. Go to bed after reading for a while and ensure 8 hours of sound sleep.
11. Get up early in the morning and go for a walk or exercise your body for a while.
12. Adopt a correct reading posture and ensure proper lighting system in your study room.
13. Avoid watching television and using computers or mobile phones for long hours.
14. Keep away from tobacco or alcohol in any form.



CHILD SAFETY & SECURITY

- Safety and security of students is the topmost and prime responsibility of the school. The whole staff is extra vigilant towards the same.
- 160+ CCTV cameras are in place in all classrooms, at all corners and important corridors, especially focusing the entry of washrooms.
- A Parent Identity/Pick-up card has been issued to all the parents. No entry will be allowed without this card.
- Visitor cards have been introduced for outsiders. Those who want to visit the administrative office for official reasons are issued this card, in addition to entry in the entry-register.
- Entry for bookshop/canteen has been completely restricted. The canteen owner has been asked to deal with parents/outside through the window/counter on the back wall. Purchases can be done from outside window only. Thus, entry of visitors into the school premises unnecessarily has been controlled.
- A female maid has been deputed to sit outside all washrooms in the Senior Wing as well as the Junior School.
- New maids, aayas, helpers and guards have been appointed to fulfill security requirements.
- There are separate staff washrooms & student washrooms on all floors.
- There is separate washroom for helping staff, far away from the main school building.
- Half days and short leaves are not permissible to students. Once the students enter the school, they will be allowed to leave at dispersal time only, as there may be safety issues in pick-ups. Only in cases of emergency - injury or sickness, parents will be called by the school only.
- During the day, recess and dispersal, teachers have been put on round duty, recess duty as well as bus duty. All washrooms, labs and classrooms are checked after dispersal, personally by Floor In charges.
- Physical Education teachers take frequent rounds of the school building in every period.
- Class teachers have appointed buddies in the class for each student till Class V. Each buddy will accompany his/her partner to the washroom or water point. No child should go out of the class alone.
- All boundary walls are covered with barbed wire. There are high grills on all balconies

HEALTH & PHYSICAL SAFETY

The school conducts regular, detailed medical health check-ups for students. A detailed record is maintained by the doctor. My Health Info and My Health Pro forma are also recorded, in addition. The report of the same is sent to the parents,

especially the cases where intervention, medical help or investigation is required.

- A record of students with special needs is maintained by the school. Teachers are also informed regularly. They were directed to keep a note of all such cases and keep a check on the same.
- Corporal punishment of any form or kind is prohibited.
- Students have been trained about 'Good & Bad Touch'.
- The school regularly holds workshops for junior students as well as adolescents on different topics such as adolescent issues, growing up issues, HIV AIDS awareness, ovarian and breast cancer, menstrual problems, puberty problems, anti-tobacco/drugs awareness, sexual safety and eve-teasing etc.
- Regular life-skills sessions are also held on lifestyle, behaviour and coping issues.
- Emergency helpline numbers are displayed on all prominent places in the school, such as hospitals, ambulance, fire brigade, emergency cell, women cell etc.
- A first aid box is kept at all floors and in all buses, to be used in cases of emergency.
- A first-aid protocol for common injuries is displayed at prominent areas in the school.
- The school has a Health & Wellness Club which trains and guides the students on health safety issues.
- The school has provided detailed balanced health plan and suggested weekly menu in the school diary. The school canteen also serves nutritious and hygienic food. Junk food and cold drinks are not served.
- Sports students who reach school at 7.30 am must mark attendance at the school gate before entering the school premises.
- Students must be encouraged to de-stress and channelize their energies by doing sports, yoga and meditation.

DISASTER PREPAREDNESS

- The school has a well laid out plan for physical safety of the students during disaster and natural calamity.
- Regular mock drills, fire and earthquake drills are done to train students to act & react appropriately in times of disaster.
- Disaster and safety teams are already in place and their functions well-

chalked out. Some of the teams are:

- AWARENESS GENERATION TEAM
- WARNING AND INFORMATION DISSEMINATION TEAM
- SPECIAL CHILDREN SAFETY TEAM
- FIRE SAFETY AND EVACUATION TEAM
- SEARCH & RESCUE TEAM
- NCC TEAM
- SITE SECURITY TEAM AND BUS SECURITY TEAM
- Names and phone numbers of the Child safety team have been put in public notice on all notice boards so that any child may feel free to contact them and they are accessible to them.
- Buddy system is being followed in the classes. Each buddy accompanies his/her partner to the washroom or water point. No child goes out of the class alone.
- Thus, children's safety is a top priority and no stone is left unturned in this regard.

SAMARTH CLUB

ANTI-RAGGING & ANTI-BULLYING SQUAD

The school has constituted an Anti-Ragging & Anti-bullying squad called 'SAM-ARTH CLUB'. As per the directions and guidelines of the Hon'ble Supreme Court of India, **"Bullying is strictly prohibited inside the school premises and no such act will go unnoticed and unpunished"**.

The school shall take strict action against those engaged in bullying or ragging, as per directions from the Directorate of Education:

STEP 1 : Oral/written warning

STEP 2 : Suspension from attending classes/school for a specified period

STEP 3 : Withholding or cancellation of results

STEP 4 : Imposition of fine up to a specified amount

STEP 5 : Expulsion/rustication from school in rarest of rare cases

STEP 6 : Transfer from the school

SCHOOL RULES

CODE OF CONDUCT

The following are the acts and misconduct which amount to forbidden practices

1. Absence from classes without the permission of the teacher/Floor Incharge /Principal
2. Misbehavior towards teachers or other employees of the school
3. Disobeying lawful orders of the teacher/Vice-Principal/Principal
4. Intentional disturbance of classes
5. Bullying/Rowdyism and rude behavior
6. Eve-teasing/misbehavior towards girl-students
7. Bringing unauthorized people/articles inside the school
8. Indulging in acts of moral turpitude
9. Any behaviour unbecoming of a student
10. Smoking/Chewing gutkha/Paan/Khaini, etc.
11. Use of drugs or intoxicant (except on prescription by a registered Medical Practitioner)
12. Any form of gambling
13. Theft/pilferage of school/students' property
14. Disfiguring or otherwise damaging any school property
15. Use of violence in any form
16. Casteism communalism or practice of untouchability
17. Propagating a strike/disruption of classes
18. Association with banned organizations

All these above acts of misconduct are the forbidden practices. In the above acts of misconduct, Principal/HOS shall take suitable action as per observation of the disciplinary committee at school level depending upon gravity of misconduct, which may include:

1. Oral/written warning to the students and parents
2. Detention during the break for Completion of neglected class work
3. Suspension from attending classes/school for 3 specified period
4. Recovery of loss through replacement to school property due to will full damage
5. Expulsion/rustication from school for students of classes IX to XII in rarest of rare cases

Signature of the student

Signature of the parents

DAV BRAND UNIFORM

DAV Brand uniform for all DAVs all over India was introduced in 2015-2016. The uniform is available at the School Book counter.

SCHOOL UNIFORM NORMS

Note: Students flouting the norms mentioned below will be penalized. Parents are requested to ensure that their wards do not default on any of the norms.

General

1. Shirt to be tucked inside the skirt/shorts/trousers.
2. Collar and cuff buttons to be done.
3. Shoes to be polished regularly and laces tied.
4. No fancy/flashy wrist watches, wrist bands etc. to be worn.
5. Junior Students (Pre-school to IV) must carry their hygiene kit to the school everyday.
6. Tie should be tied tightly. Collar buttons to be done and tie must cover the topmost button.
7. Winter uniform to be worn w.e.f. November 18, 2019.

For Girls

- Must tie their hair in two braids with plain black soft-bands/black hair-pins.
- Must not open/puff up their hair in any way.
- Hair should not be dry/frizzy. It must be oiled regularly.
- No fancy hair-clips, clutchers etc. should be worn.
- Henna/mehandi, nailpaints, kajal/eyeliner, lip-gloss, jewellery, wrist bands, bracelets, fancy/coloured earrings are not allowed.
- Must not possess combs, mirrors etc.
- Deodorants are not allowed.

For Boys

- Hair should be oiled regularly.
- Showy hairstyles/spikes etc are not allowed.
- No bulky bracelets/watches are allowed.
- Deodorants are not allowed.

ATTENDANCE RULES

1. No leave is granted except on prior application from parents or guardians, for plausible reasons only.
2. **No one, who had been absent on the previous day will be admitted to class without a leave application, duly signed by parents/guardians.**
3. All students are expected to attend school on the opening day after the summer vacation and winter break. One who is absent because of sickness, must present a medical certificate on the day he attends the class.
4. **Every student must have at least 75% attendance in each academic session in order to qualify for the annual examination.**
5. Parents must contact the class teacher if their ward remains absent from the school for more than three consecutive working days, failing which he/she will not be allowed to attend the school.
6. No short leave is granted except under emergency cases.
7. **Students must not be absent from the school on the pretext of preparatory leave before the examinations unless they are officially given preparatory leave.**

DISCIPLINE RULES



To ensure smooth functioning and decorous ambience of the school, all students are expected to follow the norms mentioned below. It should be understood that divergence from desirable behaviour may trigger serious action against the deviant student. This remedial system is an alternative to discourage corporal punishment to students.

ANTICIPATED BEHAVIOUR / CONDUCT	DEVIANT / UNACCEPTABLE CONDUCT
Regularity (daily presence)	Erratic attendance (absence without prior information)
Punctuality	Late - coming / absence from class
Proper and neat school uniform; tidily combed hair	Improper and untidy / shabby uniform / appearance; dishevelled long hair (boys)
Attention / diligence in the classroom	Inattentiveness in the class; irregular homework
Maintenance of school property	Damaging school property
Respectful /cordial behaviour with teachers and peers.	Undesirable / unlawful behaviour such as fighting within or outside the school premises, swearing, stealing, bunking and so on.

TIPS TO PARENTS

Parent-teacher co-operation is essential for complete and harmonious development of the student's personality. To bring out the best in the child, family influences should help to inculcate in him/her the desirable behaviour patterns, healthy habits and positive attitudes in personal and social life. **Hence, parents are requested to follow the following tips in the interest of their ward:**

1. A continuous interaction between the teacher and the parent is very essential for the proper follow-up of the students' academic and non-academic performance. Hence, parents are requested to share their suggestions and ideas through the Parent-Teacher Communication form. They are also requested to comply with the comments and suggestions sent by the teachers.
2. **The parents are informed that the school holds frequent Parent Teacher Meetings, once almost every month. The parents are requested to keep in touch with the teachers for an updated progress report of their wards.**
3. It is important for the students to do homework regularly. **(The parents should check the Parent-Student Handbook regularly to be aware of the day-to-day Classwork and Homework assigned to him.)** Please see that your ward completes his homework/assignment himself. However, he may be helped in explaining the task.
4. Daily homework is uploaded on the school website. You can check it on daily basis and help your ward keep it updated.
5. Never condemn the teachers in the presence of your ward.
6. Private tuition should, as a rule, be discouraged as it saps the initiative of the students. In case you feel that special coaching is necessary for your ward, consult the Principal/Supervisory Head of the school.
7. Please see that the child comes to school in proper school uniform, neat and tidy. He must come in uniform, whatever the purpose or duration of his/her visit may be.
8. **Please see that your ward does not carry to school any precious item such as gold chain, ring, mobile phone, walkman or any other electronic gadget. Any such article, if found will be confiscated by the school.**
9. Important information/messages will be conveyed to the parents on their mobile phones through an SMS from the school. These will also be available on the school's website.

TIPS TO STUDENTS

1. Students are required to attend the school punctually. They should reach the school and classes on time .
2. The students are supposed to come to the school in neat and clean, prescribed school uniform .
3. They are not permitted to leave the school during working hours unless the authorized person whose signature is given on the first page of the diary, comes in person to make a request.
4. They are expected to maintain cleanliness in the school premises, failing which, a fine of Rs.50/- will be imposed as per the instructions of the Supreme Court.
5. They should participate in all co-curricular activities for the all-round development of their personality.
6. The students are expected to observe good manners and conduct in playground, school canteen, library & elsewhere. Students should safeguard the school property and help in maintaining its lawns, gardens and playgrounds. Any wilful damage done by them to the building, furniture, apparatus or any school property is to be made good by the parents/guardians. Penalty/fine will also be imposed for such destructive activities.
7. Students are required to devote extra time to understand concepts in different subjects.
8. This handbook must be carried to the school daily.

Note: This handbook is to be used only to note down H.W. & assignments and NOT as a rough copy.



ACADEMIC PLANNING

Evaluation System (for classes Pre-School to II)

Evaluation is an integral part of teaching learning process. So it an ongoing process & the school is following Continuous Comprehensive System as per the norms and guidelines prescribed by CBSE and DAV Centre for Academic Excellence which emphasizes on the continuous assessment of the overall growth and development - physical, mental, social emotional and spiritual of the learner. For this purpose Checklist and Cumulative cards for classes Pre School to II have been prepared. These help a teacher in the ongoing evaluation of child and meet the basic objective of comparing the past performance of a child with his/her present so that a future bearing program is designed accordingly.

Assessment of the child's progress is recorded for further reference in the following three ways- 1. Checklist 2. Descriptive Journal Or Anecdotal Record 3. Collection of work

Checklist comprises of a list of different milestones in various learning areas to be achieved by the child over a certain period of time. Descriptive Journal contains a detailed description of the child's achievement. Whenever the teacher notices any specific sign of development, she enters it in the log noting. Collection of work- The teacher collects a selection of the child's drawings and work done over a particular term in a file/folder. At the end of each term the teacher is able to see progress in fine motor control, creativity and thinking ability.

The data from the above documents is transferred to a Cumulative Card which communicates to the parents about the development of their child in different areas in three terms. The results after evaluating a child's progress are used to plan a future bearing program for the child and not for judging his merits.

Classes III & IV

As per the decision of DAV Center for Academic Excellence, DAVCMC, Half yearly and Final examination have been discontinued. Now, the whole year, there will be a series of class tests and cycle tests/Unit Tests. In every exam, the maximum syllabus covered will be assessed.

The remodelled structure of assessment from the session 2019-20 has three domains described briefly as follows:

A. SCHOLASTIC AREA: 100 marks

Unit Tests: 80% (Student has to secure minimum 33% marks)	<ol style="list-style-type: none">1. Four unit tests will be conducted in the academic session.2. Each unit test for each subject will be for 20 marks only.3. Class tests will be conducted throughout the year.
Internal Assessment : 20% (Student has to secure minimum 33% marks)	<p>This will consist of:</p> <ol style="list-style-type: none">i) 5 marks for timely and regular submission of class work and homework assignmentsii) 5 marks for subject enrichment, such as multiplication tables in Mathematics, reading/ recitation with proper intonation in languages etc.iii) 5 marks for activities/ projectsiv) 2 marks for neatness and proper maintenance of notebooks/ project reports etc.v) 3 marks for attitude towards subject.

B. CO-SCHOLASTIC ACTIVITIES

This includes different club / SUPW activities.

C. DISCIPLINE

This includes attendance, sincerity, behaviour, values.

This pattern is subject to change as per CBSE/DAVCAE guidelines.

A detailed schedule of examination and date-sheet will be notified later before the respective examinations.

Classes V-VIII*

The whole year, there will be a series of class tests, cycle tests, mid-term exam and final exam. In every exam, the whole/maximum syllabus covered will be assessed. Thus, the final exam will have 100% syllabus.

The structure of assessment has three domains described briefly as follows:

A. SCHOLASTIC AREA : 100 marks	
Final Examination : 80% (student has to secure minimum 33% marks)	<ul style="list-style-type: none">• The school will conduct Final Examination in each subject covering 100% syllabus• Student has to secure minimum 33% marks• Class tests and cycle tests will be conducted throughout the year.
Internal Assessment : 20% (student has to secure minimum 33% marks)	<p>This will consist of :</p> <ul style="list-style-type: none">• <u>Periodic written tests</u> (Unit Tests/Half Yearly Tests etc.) (10%) – Average of best two tests will be taken.• <u>Notebook submission</u> (regularity/assignments/presentation & neatness) (5%)• <u>Subject enrichment activity</u> (Speaking & Listening Skills for languages/Science Practical Lab work/Maths activity/Social Science project work/map work) (5%)
B. CO-SCHOLASTIC ACTIVITIES	
This includes different club/SUPW activities	
C. DISCIPLINE	
This includes attendance, sincerity, behaviour, values	

*The pattern is subject to change as per CBSE guidelines.

*A detailed schedule of examination and date-sheets will be notified later, before the respective examinations.

*For Class VIII, DAV Education Board conducts Half Yearly & Final Board examination. The distribution of weightage is subject to change for Class VIII as per DAVCMC guidelines.

Classes IX-X

During the session, assessment will be through a series of class tests, cycle tests, mid-term exam and final exam. In every exam, the whole/maximum syllabus covered will be assessed. Thus, the final exam will have 100% syllabus.

The students of Class X will appear for Compulsory Secondary Certificate Examination conducted by the CBSE with 100% syllabus.

As per CBSE guidelines, structure of assessment for classes IX & X is as follows

A. SCHOLASTIC AREA : 100 marks	
Board Examination : 80 marks (student has to secure minimum 33% marks out of 80 marks)	<ul style="list-style-type: none">• The Board will conduct Class X Board Examination for 80 marks in each subject covering 100% syllabus• Marks & Grades both will be awarded• Student has to secure minimum 33% marks out of 80 marks
Internal Assessment : 20 marks (student has to secure minimum 33% marks out of 20 marks)	<p>This will consist of :</p> <ul style="list-style-type: none">• <u>Periodic written tests</u> (Unit Tests/Half Yearly Tests etc.) (10 marks) – Average of best two tests will be taken• <u>Notebook submission</u> (regularity/assignments/ presentation & neatness) (5 marks)• <u>Subject enrichment activity</u> (Speaking & Listening Skills for languages/Science Practical Lab work/Maths activity/Social Science project work/map work) (5 marks)
B. CO-SCHOLASTIC ACTIVITIES	
This includes Work Education, Art Education, Health & Physical Education	
C.DISCIPLINE	
This includes attendance, sincerity, behaviour, values	

* The pattern is subject to change as per CBSE guidelines.

* A detailed schedule of examination and datesheets will be notified later, before the respective examinations.

CLASS XI*

Type of Examination	Percentage / Weightage
Unit Test I & II	5 + 5 = 10
Half Yearly	25
Pre Board Examination	5
Final Examination	60

*Subject to changes in the Examination pattern as per CBSE guidelines.

*For Class XI, DAV Education Board conducts Final Examination with 100% syllabus at the end of the session.

PARENT-TEACHER MEETINGS 2019-20

(PRE-SCHOOL TO CLASS II)

DATE	DAY	TIME
27 April 2019	SATURDAY	8:15 a.m.- 10.45 a. m.
3 August 2019	SATURDAY	8:15 a.m.- 10.45 a. m.
7 September 2019	SATURDAY	8:15 a.m.- 10.45 a. m.
25 October 2019	FRIDAY	8:15 a.m.- 10.45 a. m.
7 December 2019	SATURDAY	8:15 a.m.- 10.45 a. m.
18 January 2020	FRIDAY	8:15 a.m.- 10.45 a. m.
15 February 2020	SATURDAY	8:15 a.m.- 10.45 a. m.

Declaration of result

4th week of March, 2020

PARENT-TEACHER MEETINGS 2019-2020*

(Class III to Class XII)

DATE	DAY	CLASSES
May 04, 2019	SATURDAY	All Classes
May 16, 2019	THURSDAY	XII
July 27, 2019	SATURDAY	All Classes
August 31, 2019	SATURDAY	All Classes
October 19, 2019	SATURDAY	All Classes
November 23, 2019	SATURDAY	XII
December 21, 2019	SATURDAY	All Classes
December 26, 2019	THURSDAY	XII
February 01, 2020	SATURDAY	All Classes

Declaration of results for Classes Pre-school to IX:

3rd/4th week of

March 2020

Saturday

8:15 a.m. – 10:45 a.m.

Declaration of results for Classes XI :

2nd/3rd Week of March, 2020

(Exact date will be notified later)

Declaration of results for Classes X & XII : 3rd/4th Week of May, 2020

Note: There will be special PTMs in the Principal's Office for the students whose performance is below average, twice a year. Exact dates will be notified later.

* Subject to change as per examination datesheet

Tentative Dates

EXAMINATION SCHEDULE 2019-2020

Examination	Class	Date(s) of Examination
Class Test	V – X	May 06 – May 13
Unit Test – I	XII	May 06 – May 10
Periodic Test – I	XI – XII V – X	July 08 – August 05 July 08 – August 13
Half Yearly Examination	V – XII	September 2019
Periodic Test – II	V – VIII IX, X, XI	November 04 – December 09 November 04 – December 02
Special Test	XII	December 10 – December 21
Pre-Board Examination	VIII – XII	January 09 – January 21
Periodic Test – III	V – VII	January 16 – January 22

MAY 2019-20 UT-I (XII) / CLASS TEST-I (V-X)

CLASSES	06/05/2019 MONDAY	07/05/2019 TUESDAY	08/05/2019 WEDNESDAY	09/05/2019 THURSDAY	10/05/2019 FRIDAY	13/05/2019 MONDAY	14/05/2019 TUESDAY
V	MATHS	HINDI	SOCIAL SCIENCE	SANSKRIT	ENGLISH	SCIENCE	_____
VI	ENGLISH	SCIENCE	MATHS	HINDI	SANSKRIT	SOCIAL SCIENCE	_____
VII	SOCIAL SCIENCE	SANSKRIT	ENGLISH	SCIENCE	HINDI	MATHS	_____
VIII	SCIENCE	MATHS	SANSKRIT	HINDI	ENGLISH	SOCIAL SCIENCE	MORAL EDUCATION
IX	MATHS	SOCIAL SCIENCE	ENGLISH	SCIENCE	SANSKRIT/ HINDI	_____	_____
X	SOCIAL SCIENCE	SANSKRIT/ HINDI	SCIENCE	ENGLISH	MATHS	_____	_____
XII (Sc.)	CHEMISTRY	BIO/BIOTECH/ COMPUTER SC./ PHYSICAL EDU.	MATHS	ENGLISH	PHYSICS	_____	_____
XII (Comm.)	BUSINESS STUDIES	ECONOMICS	MATHS/IP/ PHYSICAL EDUCATION	ENGLISH	ACCOUNTS	_____	_____
XII (Humanities)	HISTORY	ECONOMICS	MATHS/IP/ PHYSICAL EDUCATION	ENGLISH	POLITICAL SCIENCE	_____	_____

JULY & AUGUST - 2019-20 PERIODIC TEST – I

CLASSES	08/07/2019 MONDAY	15/07/2019 MONDAY	22/07/2019 MONDAY	29/07/2019 MONDAY	05/08/2019 MONDAY	13/08/2019 TUESDAY	14/08/2019
V	SCIENCE	ENGLISH	MATHS	SOCIAL SCIENCE	HINDI	SANSKRIT	_____
VI	SOCIAL SCIENCE	HINDI	SCIENCE	SANSKRIT	MATHS	ENGLISH	_____
VII	MATHS	SANSKRIT	HINDI	ENGLISH	SOCIAL SCIENCE	SCIENCE	_____
VIII	SCIENCE	MATHS	SANSKRIT	HINDI	ENGLISH	SOCIAL SCIENCE	MORAL EDUCATION
IX	SOCIAL SCIENCE	HINDI/ SANSKRIT	SCIENCE	ENGLISH	MATHS	_____	_____
X	MATHS	ENGLISH	SOCIAL SCIENCE	HINDI/ SANSKRIT	SCIENCE	_____	_____
XI (Sc.)	PHYSICS	MATHS	BIO/BIOTECH/ COMPUTER SC./ PHYSICAL EDU.	ENGLISH	CHEMISTRY	_____	_____
XI (Comm.)	ACCOUNTANCY	MATHS/IP/ PHYSICAL EDUCATION	ECONOMICS	ENGLISH	BUSINESS STUDIES	_____	_____
XI (Humanities)	POLITICAL SCIENCE	MATHS/IP/ PHY. EDU	ECONOMICS	ENGLISH	HISTORY	_____	_____
XII (Sc.)	CHEMISTRY	ENGLISH	PHYSICS	MATHS	BIO/BIOTECH/ COMPUTER SC./ PHYSICAL EDU.	_____	_____
XII (Comm.)	BUSINESS STUDIES	ENGLISH	ACCOUNTANCY	MATHS/IP/ PHYSICAL EDUCATION	BIO/BIOTECH/ COMPUTER SC./ PHYSICAL EDU.	_____	_____
XII (Humanities)	HISTORY	ENGLISH	POLITICAL SCIENCE	MATHS/IP/ PHYSICAL EDUCATION	ECONOMICS	_____	_____

G.K. & V.P. will be tested with Half Yearly Examination.

NOVEMBER & DECEMBER - 2019-20 PERIODIC TEST – II

CLASSES	31/10/2019 THURSDAY	04/11/2019 MONDAY	11/11/2019 MONDAY	18/11/2019 MONDAY	25/11/2019 MONDAY	02/12/2019 MONDAY	09/12/2019 MONDAY
V	_____	SOCIAL SCIENCE	SANSKRIT	SCIENCE	ENGLISH	MATHS	HINDI
VI	_____	MATHS	ENGLISH	SOCIAL SCIENCE	HINDI	SCIENCE	SANSKRIT
VII	_____	SCIENCE	HINDI	SANSKRIT	MATHS	SOCIAL SCIENCE	ENGLISH
VIII	MORAL EDUCATION	HINDI	MATHS	SOCIAL SCIENCE	SANSKRIT	ENGLISH	SCIENCE
IX	_____	SOCIAL SCIENCE	SCIENCE	HINDI/SANSKRIT	ENGLISH	MATHS	_____
X	_____	ENGLISH	SOCIAL SCIENCE	MATHS	SCIENCE	HINDI/ SANSKRIT	_____
CLASSES	31/10/2019 THURSDAY	04/11/2019 MONDAY	11/11/2019 MONDAY	18/11/2019 MONDAY	25/11/2018 MONDAY	02/12/2019 MONDAY	_____
XI (Sc.)	_____	MATHS	CHEMISTRY	PHYSICS	ENGLISH	BIO/ BIOTECH./ COMP. SC./ PHYSICAL EDU.	_____
XI (Comm.)	_____	MATHS/IP/ PHYSICAL EDU.	BUSINESS STUDIES	ACCOUNTANCY	ENGLISH	ECONOMICS	_____
XI	_____	MATHS/IP/ PHYSICAL EDU.	HISTORY	POLITICAL SCIENCE	ENGLISH	ECONOMICS	_____

DECEMBER 2019-20 SPECIAL TEST (XII)

CLASSES	10/12/2019 TUESDAY	13/12/2019 FRIDAY	16/12/2019 MONDAY	18/12/2019 WEDNESDAY	21/12/2019 SATURDAY
XII (Sc.)	MATHS	CHEMISTRY	BIO/BIO TECH./COMP. SC./PHYSICAL EDU.	ENGLISH	PHYSICS
XII (Comm.)	MATHS/I.P/ PHYSICAL EDU.	BUSINESS STUDIES	ECONOMICS	ENGLISH	ACCOUNTANCY
XII (Hum.)	MATHS/I.P/ PHYSICAL EDU.	HISTORY	ECONOMICS	ENGLISH	POLITICAL SCIENCE

JANUARY - 2019-20 PRE-BOARD EXAMINATION (VIII - XII)

CLASSES	09/01/2020 THURSDAY	13/01/2020 MONDAY	16/01/2020 THURSDAY	18/01/2020 SATURDAY	21/01/2020 TUESDAY	23/01/2020 THURSDAY	24/01/2020 FRIDAY
VIII	MATHS	SCIENCE	HINDI	SANSKRIT	SOCIAL SCIENCE	ENGLISH	MORAL EDUCATION
IX	SCIENCE	SOCIAL SCIENCE	ENGLISH	MATHS	HINDI/ SANSKRIT	_____	_____
X	ENGLISH	MATHS	SOCIAL SCIENCE	HINDI/ SANSKRIT	SCIENCE	_____	_____
XI (Sc.)	PHYSICS	BIO/BIO TECH/ COMPUTER SC./PHYSICAL EDU./	CHEMISTRY	ENGLISH	MATHS	_____	_____
XI (Comm.)	ACCOUNTANCY	ECONOMICS	BUSINESS STUDIES/	ENGLISH	MATHS/IP/ PHYSICAL EDUCATION	_____	_____
XI (Hum.)	POLITICAL SCIENCE	ECONOMICS	HISTORY	ENGLISH	MATHS/IP/ PHYSICAL EDUCATION	_____	_____

CLASSES	09/01/2020 THURSDAY	13/01/2020 MONDAY	16/01/2020 THURSDAY	18/01/2020 SATURDAY	21/01/2020 TUESDAY	23/01/2020 THURSDAY	24/01/2020 FRIDAY
XII (Sc.)	ENGLISH	MATHS	PHYSICS	BIO/BIOTECH/ COMPUTER SC./ PHYSICAL EDU.	CHEMISTRY	_____	_____
XII (Comm.)	ENGLISH	MATHS/IP/ PHYSICAL EDUCATION	ACCOUNTANCY	ECONOMICS	BUSINESS STUDIES	_____	_____
XII (Hum.)	ENGLISH	MATHS/I.P/ PHYSICAL EDU.	POLITICAL SCIENCE	ECONOMICS	HISTORY	_____	_____

JANUARY 2019-20 PERIODIC TEST – III

CLASSES	16/01/2020 THURSDAY	17/01/2020 FRIDAY	18/01/2020 SATURDAY	20/01/2020 MONDAY	21/01/2020 TUESDAY	22/01/2020 WEDNESDAY
V	MATHS	ENGLISH	SCIENCE	SOCIAL SCIENCE	HINDI	SANSKRIT
VI	SOCIAL SCIENCE	HINDI	MATHS	SCIENCE	SANSKRIT	ENGLISH
VII	SCIENCE	SANSKRIT	SOCIAL SCIENCE	MATHS	ENGLISH	HINDI

G.K. & V.P. will be tested with Final Examination.



CO-CURRICULAR PLANNING

CLUB ACTIVITIES : SENIOR WING

ART & CRAFT CLUB



Senior Wing

Incharges: Ms. Saroj Sharma, Mr. Amit Monga & Ms. Aahuti Narayan

- Fabric Painting
- Best out of Waste
- Tie & Dye
- Flower Making
- Commercial Art
- Hand Embroidery
- Crackle Medium Painting
- Glass Painting
- Batik
- Ike bana
- Rangoli Making
- Stationery Items
- 3D Base Painting
- Jewellery making
- Symbolic Calligraphy
- Craft and Sculpture
- Wall Magazine Designing
- Oil Painting

Junior Wing

Incharge: Ms. Anju Bala & Ms. Pallavi

- Flower Making
- Castor Making
- Clay Modelling
- Best out of waste
- Decoration Work
- Cane Work
- Glass Painting
- Fabric Painting
- Envelope and Folder Making
- Photo Frame Making
- Paper Folding

FIRST AID

Senior Wing

Incharge: Dr. Anshu Asri

First Aid is the immediate and temporary care given to the victim of an accident or sudden illness. The main purpose of first aid is to preserve life, assist recovery and prevent aggravation of the condition until the availability of a doctor.



- Preparation of First Aid Kit
- Dressing of wounds and Bandaging
- Management of Simple injuries and emergencies:
- Bleeding
- Shock
- Drowning
- Burns
- Snake bites
- Fractures
- Poisoning

YOGA

Senior & Junior Wing (Ms. Kamlesh Dhawan)

- Dhanurasana
- Mayurasana
- Vakasana
- Supt-Pawan Asana
- Shalabhasana
- Shirshasana
- Kukutasana
- Suptavajrasana
- Gaumukhasana
- Halasana
- Naukasana
- Surya Namaskar



NCC

Senior Wing

Incharge: Mr. Shamsher Singh

- Drill
- Weapon Training
- Map Reading
- Civil Defence
- Fire Fighting
- Leadership Traits
- First Aid
- Community Development
- Field Training, Battle Craft, Field Craft



GARDENING CLUB

Senior Wing

Incharge: Ms. Vimmi Kalra

- Tree Plantation Drive
- Nature Walk
- Study of Herbs, Shrubs, Trees, Climbers and Creepers
- Handling of tools/Machines used in Gardening
- Fertilizers and Manures
- Irrigation Method
- Reproduction in plants: Vegetative/ Sexual/Asexual
- Herbarium File
- Visit to a Nursery
- Preparation of Flower beds

Junior Wing

Incharge: Ms. Monika Bindra

- Tree Plantation Drive
- Nature Walk
- Study of herbs, shrubs, trees, climbers and creepers
- Handling of tools/machines used in gardening
- Fertilizers and Manures
- Visit to a Nursery
- Preparation of Flower Beds

SAMARTH CLUB – CHILD SAFETY & SECURITY

Incharge: Ms. Divya Chawla, Mr. Arpit Gupta & Mr. Shamsheer Singh

COMMUNITY WELFARE CLUB

Senior Wing

Incharge: Dr. Anshu Asri, Ms. Vimmi Kalra & Activity Incharge

- Dengue Awareness Campaign
- 'Hugs and Not drugs': Anti Drug Campaign
- Let's Blow away the Smoke Together
- Total Sanitation Campaign
- 'Be Fit and Not fat' : Anti-Obesity Campaign
- Better be Safe than Sorry : Anti Cracker campaign

Junior Wing

Incharge: Ms. Veena Pandey, Ms. Palak Mahajan

- Enrich and get enriched...Literacy Campaign
- Love Food, Hate Waste...Stop food Wastage Campaign
- Dengue Awareness Campaign
- Communal Harmony Week
- Total Sanitation Campaign
- Be Fit and not Fat....Anti Obesity Crusade
- Better be Safe than Sorry...Anti Cracker Rally

CONSUMER CLUB

Ms. Kavita Sachdeva

- Consumer Right and Responsibilities
- Consumer Protection Act
- Consumer Awareness Campaigns
- Surveys and Documentary Making
- Skit, Street Play, Ad Mad, Rally

Junior Wing
Incharge: Ms. Shweta Malhan

- Awareness about rights of consumers
- Acquaintance with ISI Mark, expiry date, MRP, Selling Price etc.
- Consumer Awareness campaigns
- Street Plays, Skits, Ad Mad
- Sensitization about misleading advertisements

DRAMATICS CLUB

Senior Wing

Incharge: Ms. Kavita Devi, Ms. Rupneek Kaur, Ms. Kanchan Singh

- Basics of Dramatics
- Voice modulations and intonations
- Monoacting
- Scene Enactment
- Street Plays on Social Issues
- A Play from the text to be dramatised

Junior Wing

Incharge: Ms. Ruchika Chauhan and Ms. Deepika Soni

- Dramatization of Fairy Tales
- Dialogue Delivery Tactics
- Dastan-e- Hind- Patriotic Play
- Street Plays on social issues
- Heritage Hues- English Play



ECO CLUB

Senior Wing

Incharge: Ms. Seema Vohra & Ms. Vimmi Kalra

- 'Shine-Shine Everywhere'-Eco Friendly polishes for furniture, marbles
- Mini Industry- Preparing glues and fibers from natural resources
- No Marks- Safety of various cosmetics
- Natural Pesticides-use of various plants /herbs in making eco-friendly pesticides
- Scrap Manure-Preparation of Eco-Friendly manures by waste from home
- Nature's Wonders-Use of medicinal Plants
- Nature's Ploughmen-How Beneficial-Use of earthworm in making vermicompost
- Save Earth Campaign
- Anti Crackers Campaign
- Rain Water Harvesting



ATL/ROBOTICS CLUB

Incharge: Mr. Arpit Gupta & Mr. Abhay Singh

SCIENCE AND STEM CLUB

Incharge: Mr. Abhay Singh

- Robotics
- Contraption building
- Glider plane (flight and aerodynamics)
- Hydro-rocketery
- Basic electric circuits
- Telescope making
- Aeromodelling
- Tools handling
- Balloon car
- Propellor car
- Soil battery
- Water wheel

Junior Wing

Incharge: Ms. Yogita Mahajan

- Tree Plantation Drive
- Recycling- Awareness about Three R's
- Preparation and usage of eco friendly items
- Nature's Wonders – Use of medicinal plants
- 'No Marks' – Be safe cosmetics

HOME SCIENCE CLUB

Senior Wing

Incharge: Ms. Rajni Kalra

- Summer Drinks: Soft and Cold Drinks
- Mumbai Special Snacks
- Salad Savours: Decoration, Garnishing and Dressing Salad
- Chinese Cuisine
- Planning a Birthday Party and Picnic
- Beautify your home
- Low calorie Snacks
- South Indian Food
- Set a Sumptuous Breakfast

Junior Wing

Incharge: Ms. Anupama Gera

- Recipes using fresh fruits, sprouts, vegetables and snacks
- Planning a Birthday Party
- Recipe Writing
- Summer Drinks
- Indian and Continental Cuisines
- Table Manners & Table Setting
- Fireless Cooking

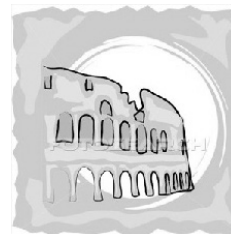


HERITAGE CLUB

Senior Wing

Incharges: Ms. Tanya Negi & Ms. Shruti Nijhawan

- Nature Walk
- Days of Celebration and Remembrance
- Collecting Information about celebrating a particular festival
- Make your life tree
- Study of Historical places, Monuments etc.



MUSIC & DANCE CLUB

Senior Wing

Incharges: Mr. Mani Jha, Ms. Somika Srivastava & Mr. Arjun Gurang

- Definitions: Sangeet, Swar, Tal, Raga
- Saat Swar (Sa... Re... Ga...)
- Prayers
- Patriotic and Folk Songs, Festival Songs and Bhajans
- Alankaar

Junior Wing

Incharges: Mr. Deepak Batra & Ms. Neha Saini

- Sangeet, Swar, Vadi, Samvadi, Teen Taal, Kaharva (with Tali Khali)
- Preparation of Important days, Festivas, Functions
- Instrumental Orchestra
- Folk Dances of Different States
- Songs with actions
- Vocal Music---Taal Dadra, Rupak Taal
- Vocal and Instrumental Music
- Ragas—the seven notes of music
- School Prayer



CREATIVE WRITING AND ORATORY CLUB

Senior Wing

Incharges: Ms. Parul Goyal, Ms. Deepshikha, Mr. Virender Kumar & Ms. Asha

- Beat the Verse-Poem Recitation
- Speak it out –Declamation Contest
- Speak on the Spot-Extempore
- Spread your wings in the Ad- Ad- Mad
- Be a Newspaper Reader
- Sans Talk-Dumb Charades
- Face to Face –Debate Competition

Junior Wing

**Incharges: Ms. Preeti Gulati, Ms. Nishi Chaudhary,
Ms. Jagriti, Ms. Vartika**

- Poem Recitation
- Poem enactment
- Joke telling
- Ad Mad
- Story Telling

RAMANUJAN CLUB

Senior Wing

Incharge: Ms. Kriti Singh

- Life History of various mathematicians
- Divisibility facts
- Vedic Mathematics
- Paper Folding
- Nets of Solids
- Short Cut techniques
- Magic Squares



Junior Wing

Incharge: Ms. Sudesh Sindhu

- Short Cut techniques
- Number patterns
- Paper Folding
- Collage Making (Using different Geometrical Shapes)
- Using 2D and 3D objects to make a complex object
- Prepare your bills
- Mathematics in daily life: Role Play

COMPUTER CLUB

Senior Wing

Incharge: Ms. Sonali Sareen

- Computer Skills
- C ++ Programming
- Net Beans

Junior Wing

Incharges: Ms. Deepika Bagga

- Computer Skills
- TUX Paint
- Open Office.org

PHOTOGRAPHY CLUB

Senior Wing

Incharge: Mr. Arpit Gupta

- Focusing Techniques
- Zooming Angles
- Types of Photography

EVS CLUB

Junior Wing

Incharges: Ms. Yogita Mahajan, Ms. Anjali

- Make your own Helicopter (Function of a propeller)
- How to use a Parachute (Concept of drag force)
- Using a Microscope
- Role Play: Solar System
- Tool Box Making
- Nature Walk/Leaf Collection and Root Collection
- Graffiti Board- Heritage Sites and their Preservation
- Days of celebration and remembrance
- Festivities Galore - Celebration of festivals and information
- Tree of Life- use of leaves/ twigs etc. to make it
- A Visit to Historical Monuments, Forts etc.
- Count your pulse
- Know your body
- First Aid Box Making



SPORTS CLUB

Senior Wing

***Incharge: Ms. Amita Monga
Mr. Jitender Bhardwaj***

- Kho-Kho
- Table Tennis
- Basket Ball
- Athletics
- Tug of War
- Badminton
- Foot ball
- Aerobics and Yoga
- Cricket
- Volley Ball
- Chess
- Judo



Junior Wing

***Incharge: Mr. Pramod Sharma
Mr. Jitender Bhardwaj***

- Kho-Kho
- Cricket
- Football
- Basket Ball
- Athletics (100 m race, 4 x 100 m Relay Race Spoon Lemon Race, Sack Race, Three-legged Race)
- Table Tennis
- Yoga
- Aerobics
- Badminton



EDUCATIONAL TOURS AND EXCURSIONS 2019-2020

Each class will have the opportunity to enjoy:

1. One Recreational Trip
2. One Educational/Field Trip
3. One Overnight/Long Trip

The following are some of the probable destinations:

Educational/Field Trips	Overnight/long Trips	Recreational Trip
Science Centre, Nehru Planetarium, National Museum, Parle G Factory, Maruti Udyog Ltd., Bal Bhawan, Air Force Museum, Rail Museum, Doll's Museum, Traffic Training Park, Netaji Hind Gram, Pragati Maidan, Historical Monuments like India Gate, Qutab Minar, Mughal Gardens, Akshardham Temple, Godhuli-Old Age Home, Matrichhaya-Orphanage, Home for the Physically Handicapped	Goa, South India, Mumbai, Khandala, Pune, Jaipur, Chokhi Dhani, Alwar-Sariska, Amritsar, Chandigarh, Mathura, Vrindavan, Nepal, Sri Lanka, Bhutan etc.	Eco Adventure Camp, Drizzling land, Fun Town, Adventure Island, Kingdom of Dreams, World of Wonders, Pratapgarh Farms, Children's Park, Japanese Park, District Park, Garden of Five Senses, Movie Show, Mc Donald's

In-Charges: Senior School : **Ms. Renu Diwan, Mr. S. K. Singhal**

Junior School : **Ms. Veena Pandey, Mr. Pramod Sharma**



AWARDS & SCHOLARSHIPS



Scholarships

To motivate students to excel in Scholastic (academics) as well as Co-Scholastic (Co-curricular activities, values, attitudes and behaviour) domains and make a mark for themselves as well-rounded all rounders, scholarships are awarded to deserving students.

The Scholarship Test will be a Comprehensive set of questions covering Scholastic and Co-Scholastic aspects. It will carry 80% weightage followed by an Interview carrying 20% weightage.

Criteria to be Eligible for Scholarship Test

To become eligible for the Scholarship Test, a student must score the highest Grade in all the subjects and respectable grades in Co-scholastic domain (including co-curricular activities, values, attitudes, behaviour etc)

- Eligible students will have to take a Scholarship Test and face panel Interview. Selection will be purely on the basis of merit.

Scholarships (one-time)

Class XI

- **Category 1:** One School Topper (**above 90%**)
- **Category 2:** All Students with **90% & above**
- **Category 3:** All Students between **85% & 90%**

Class VIII-X

- **Category 1:** One School Topper (**above 95%**)
- **Category 2:** All Students with **90% & above**
- **Category 3:** All Students between **85% & 90%**

Class V-VII

- **Category 1:** One School Topper (**above 90%**)
- **Category 2:** All Students with **95% & above**

Class III-IV

- **School Topper (95% & above)**

(The school reserves its right to selection of students for scholarships, on the basis of the above given criteria, panel interviews by authorities, achievements in co-curricular activities and overall conduct & behaviour of the student.)

AWARDS

1. **Star Student of the Year** : Students who are outstanding in all fields-academics, sports, cultural and literary activities; have excellent behaviour and positive attitude, are eligible to be nominated for this prestigious award, which will be conferred at the end of each graduation level as mentioned below:

Graduation Level	Class of Nomination	No. of Award
Primary III to V	VI	1
Middle VI- VIII	IX	1
Secondary IX-X	XI	1

Selection will be done the basis of Student Portfolio and interview by a panel of Incharges, keeping in consideration the overall performance and personality of the students.

2. Awards of Excellence in different fields:

Awards of Excellence are awarded for outstanding achievements in different fields throughout the school life. These awards are:

- (i) Best Sports Boy
- (ii) Best Sports Girl
- (iii) Best in Literary Activities
- (iv) Best in Music
- (v) Best in Dance
- (vi) Best in Arts



Selection will be done the basis of Student Portfolio and interview by a panel of Incharges & student's contribution to the school.

3. **Good Reader's Award**: To promote avid readership, the school promotes book reading skills by awarding the regular readers (English & Hindi) with trophies, Scholarships and certificates as per the following criteria:

TROPHY/AWARD	TOTAL BOOKS	ENGLISH BOOKS + HINDI BOOKS
GOLDEN BOOK TROPHY + Certificate	35	25 + 10
SILVER BOOK TROPHY + Certificate	25	15 + 10
BRONZE BOOK TROPHY + Certificate	15	10 + 5

The students can read 1/2/3 books per month (leaving aside Exam months September & March, Summer break and Winter break) and give book tests to their English/Hindi teachers regularly in the zero period. The teachers will enter the book's name in the Good Reader's Bibliography given in the diary. At the end of the session, the Good Reader's Bibliography will be collected by the class teacher and students will be awarded accordingly.



4. **100% Attendance Award:** This award is conferred on students with 100% attendance in a session.
5. **Star Student of the Month:** Keeping in view the deterioration of values in society, our school emphasizes on etiquettes and manners which play an important role in developing the student's personality. In furtherance of this, 'Star Student of the Month' is selected from each section on the basis of his/her general conduct in the class and in the school. These students are decorated with a badge (rolling basis).
6. **Star Class of the Month:** Every month, a special and prestigious 'Star Class of the Month' Award will be given to the class, which emerges as the best class supervised and observed by the Floor In-charges and Supervisors regularly, keeping in mind the following criteria:

- Cleanliness/Decoration
- Discipline
- Movement in the corridors during recess
- Maintenance of class property/furniture/notice boards
- Maintenance of Class Library
- Regularity/Punctuality of Students
- Class Teacher's or Students' Initiatives



The class/class teacher will be awarded a certificate/memento to be displayed on the class soft board for the whole month.

Our students and teachers have been the proud recipients of Scholarships and Awards from agencies like:

- **The British Council**
- **SPACE and IASC, USA**
- **Atal Innovation Mission (Niti Aayog)**
- **National Talent Search Examination (NTSE),**
- **Association for Advancement of the Deprived (AAD)**
- **Delhi Association of Mathematics Teachers (DAMT),**
- **Commerce Teachers' Association,**
- **Nehru Bal Samiti (NBS),**
- **UNICEF, United Schools Organisations (USO),**
- **India Quality Foundation (IQF),**
- **Hindi Academy,**
- **Sanskrit Academy**
- **Bharat Vikas Parishad**
- **National Environmental Society**
- **Human Rights Award**

We have been receiving prizes in cash and kind. It is also a matter of great pride that the school has been receiving a grant of Rs. 20,000/- from the Department of Environment, Govt. of NCT of Delhi. From Niti Aayog, we have received a grant of 20 lakhs to set up Atal Tinkering Lab.

Those who think "Sky is the limit" have limited imagination

THINGS TO DO TODAY

Date :

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.....

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.....

.....

.....

.....

Signature of Monitor

Signature of Parent

Date :

.....

.....

.....

.....

.....

.....

.....

.....

.....

.....

Signature of Monitor

Signature of Parent

PARENT-TEACHER COMMUNICATION FORM

Dear

Date : _____

Signature of the Teacher/Parent _____

Message received

Signature of the Parent/Teacher _____

Dear

Date : _____

Signature of the Teacher/Parent _____

Message received

Signature of the Parent/Teacher _____

Dear

Date : _____

Signature of the Teacher/Parent _____

Message received

Signature of the Parent/Teacher _____

PARENT-TEACHER COMMUNICATION FORM

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

PARENT-TEACHER COMMUNICATION FORM

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

PARENT-TEACHER COMMUNICATION FORM

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

Dear

Date : _____ Signature of the Teacher/Parent _____

Message received _____ Signature of the Parent/Teacher _____

LEAVE APPLICATION FORM

The Principal
DAV Centenary Public School
Paschim Enclave, New Delhi - 110 087

Dear Madam,
Kindly grant leave to my ward _____ of class
_____ for the number of days and reasons specified below.

Specimen Signature of Father _____

Specimen Signature of Mother _____

Date	Days (from-to)	Reason	Parents' / Guardian's Signature	Class Teacher's Signature

LEAVE APPLICATION FORM

The Principal
DAV Centenary Public School
Paschim Enclave, New Delhi - 110 087

Dear Madam,
Kindly grant leave to my ward _____ of class
_____ for the number of days and reasons specified below.

Specimen Signature of Father _____

Specimen Signature of Mother _____

Date	Days (from-to)	Reason	Parents' / Guardian's Signature	Class Teacher's Signature

GOOD READER'S BIBLIOGRAPHY

S.No.	Name of the Book	Name of the Author	Publication	Date	Remarks/ Signature
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

GOOD READER'S BIBLIOGRAPHY

S.No.	Name of the Book	Name of the Author	Publication	Date	Remarks/ Signature
11					
12					
13					
14					
15					
16					
17					
18					
19					
20					

GOOD READER'S BIBLIOGRAPHY

S.No.	Name of the Book	Name of the Author	Publication	Date	Remarks/ Signature
21					
22					
23					
24					
25					
26					
27					
28					
29					
30					

GOOD READER'S BIBLIOGRAPHY

S.No.	Name of the Book	Name of the Author	Publication	Date	Remarks/ Signature
31					
32					
33					
34					
35					
36					
37					
38					
39					
40					

ACHIEVEMENT TRACKER PROFORMA

S.No.	Type/Name of Event	Date/Month & Year (when the event was organized)	Organizer School/Institution	Achievement (I/II/III Position or Gold/Silver/ Bronze Medal or Participation)	Level (National/State/ Zonal/Inter-School/ Intra-School)

ACHIEVEMENT TRACKER PROFORMA

S.No.	Type/Name of Event	Date/Month & Year (when the event was organized)	Organizer School/Institution	Achievement (I/II/III Position or Gold/Silver/ Bronze Medal or Participation)	Level (National/State/ Zonal/Inter-School/ Intra-School)

THIS DAY IS SPECIAL FOR ME

September	
August	
July	
June	
May	
April	

March		
February		
January		
December		
November		
October		

TIME TABLE



Class _____

Section _____

Period	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
0						
1						
2						
3						
4						
5						
6						
7						
8						

TIME TABLE



Class _____

Section _____

Period	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
0						
1						
2						
3						
4						
5						
6						
7						
8						

TIME TABLE



Class _____

Section _____

Period	Day 1	Day 2	Day 3	Day 4	Day 5	Day 6
0						
1						
2						
3						
4						
5						
6						
7						
8						

RECORD OF LATE ARRIVAL

S.No.	Date of late Coming	Time of Arrival	Reason for Late-coming	Full Singature of Teacher In-Charge	Parents' Singature

NOTE

- The students must be punctual in coming to school. Be early birds to avoid punishment.
- After three late-comings, the students will not be allowed to enter the school.

RECORD OF LATE ARRIVAL

S.No.	Date of late Coming	Time of Arrival	Reason for Late-coming	Full Singature of Teacher In-Charge	Parents' Singature

NOTE

- The students must be punctual in coming to school. Be early birds to avoid punishment.
- After three late-comings, the students will not be allowed to enter the school.

PROPOSED LIST OF HOLIDAYS IN ACADEMIC SESSION 2019-20

Date	Day	Occasion
04 March, 2019	Monday	Mahashivratri
21 March, 2019	Thursday	Holi
14 April, 2019	Sunday	Ram Navami
17 April, 2019	Wednesday	Mahavir Jayanti
19 April, 2019	Friday	Good Friday
18 May, 2019	Saturday	Budh Purnima
20 May – 29 June, 2019 Summer Break		
REOPEN ON 1 July, 2019 (MONDAY) - FOR STUDENTS		
26 June to 28 June, 2019 (WORKSHOPS FOR TEACHERS)		
05 June, 2019	Wednesday	Id-UI-Fitar
12 August, 2019	Monday	Id-UI-Zuha (Bakrid)
15 August, 2019	Thursday	Independence Day Raksha Bandhan
24 August, 2019	Saturday	Krishan Janamashtami
10 September, 2019	Tuesday	Muharram
02 October, 2019	Wednesday	Mahatma Gandhi's Birthday
Dussehra Vacation – 5 October, 2019 to 8 October, 2019		
13 October, 2019	Sunday	Maharishi Valmiki's Birthday
17 October, 2019	Thursday	Karva Chauth
26 October, 2019 to 29 October, 2019 (DIWALI HOLIDAYS)		
10 November, 2019	Sunday	Milad-Un-Nabi-ID-E-Milad
12 November, 2019	Tuesday	Guru Nanak's Birthday
25 December, 2019	Wednesday	Christmas Day
30 December, 2019 – 08 January, 2020 – (WINTER VACATION)		
15 January, 2020	Wednesday	Makar Sakranti
26 January, 2020	Sunday	Republic Day
21 February, 2020	Friday	Maha Shivaratri
10 March, 2020	Tuesday	Holi

CALENDERS 2018-2020

January 2018	February 2018	March 2018	April 2018	May 2018	June 2018
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6	1 2 3	1 2 3	1 2 3 4 5 6 7	1 2 3 4 5	1 2
7 8 9 10 11 12 13	4 5 6 7 8 9 10	4 5 6 7 8 9 10	8 9 10 11 12 13 14	6 7 8 9 10 11 12	3 4 5 6 7 8 9
14 15 16 17 18 19 20	11 12 13 14 15 16 17	11 12 13 14 15 16 17	15 16 17 18 19 20 21	13 14 15 16 17 18 19	10 11 12 13 14 15 16
21 22 23 24 25 26 27	18 19 20 21 22 23 24	18 19 20 21 22 23 24	22 23 24 25 26 27 28	20 21 22 23 24 25 26	17 18 19 20 21 22 23
28 29 30 31	25 26 27 28	25 26 27 28 29 30 31	29 30	27 28 29 30 31	24 25 26 27 28 29 30
July 2018	August 2018	September 2018	October 2018	November 2018	December 2018
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6 7	1 2 3 4	30 1	1 2 3 4 5 6	1 2 3	30 31 1
8 9 10 11 12 13 14	5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13	4 5 6 7 8 9 10	2 3 4 5 6 7 8
15 16 17 18 19 20 21	12 13 14 15 16 17 18	9 10 11 12 13 14 15	14 15 16 17 18 19 20	11 12 13 14 15 16 17	9 10 11 12 13 14 15
22 23 24 25 26 27 28	19 20 21 22 23 24 25	16 17 18 19 20 21 22	21 22 23 24 25 26 27	18 19 20 21 22 23 24	16 17 18 19 20 21 22
29 30 31	26 27 28 29 30 31	23 24 25 26 27 28 29	28 29 30 31	25 26 27 28 29 30	23 24 25 26 27 28 29
January 2019	February 2019	March 2019	April 2019	May 2019	June 2019
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5	1 2	31 1 2	1 2 3 4 5 6	1 2 3 4	30 1
6 7 8 9 10 11 12	3 4 5 6 7 8 9	3 4 5 6 7 8 9	7 8 9 10 11 12 13	5 6 7 8 9 10 11	2 3 4 5 6 7 8
13 14 15 16 17 18 19	10 11 12 13 14 15 16	10 11 12 13 14 15 16	14 15 16 17 18 19 20	12 13 14 15 16 17 18	9 10 11 12 13 14 15
20 21 22 23 24 25 26	17 18 19 20 21 22 23	17 18 19 20 21 22 23	21 22 23 24 25 26 27	19 20 21 22 23 24 25	16 17 18 19 20 21 22
27 28 29 30 31	24 25 26 27 28	24 25 26 27 28 29 30	28 29 30	26 27 28 29 30 31	23 24 25 26 27 28 29
July 2019	August 2019	September 2019	October 2019	November 2019	December 2019
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4 5 6	1 2 3	1 2 3 4 5 6 7	1 2 3 4 5	1 2	1 2 3 4 5 6 7
7 8 9 10 11 12 13	4 5 6 7 8 9 10	8 9 10 11 12 13 14	6 7 8 9 10 11 12	3 4 5 6 7 8 9	8 9 10 11 12 13 14
14 15 16 17 18 19 20	11 12 13 14 15 16 17	15 16 17 18 19 20 21	13 14 15 16 17 18 19	10 11 12 13 14 15 16	15 16 17 18 19 20 21
21 22 23 24 25 26 27	18 19 20 21 22 23 24	22 23 24 25 26 27 28	20 21 22 23 24 25 26	17 18 19 20 21 22 23	22 23 24 25 26 27 28
28 29 30 31	25 26 27 28 29 30 31	29 30	27 28 29 30 31	24 25 26 27 28 29 30	29 30 31
January 2020	February 2020	March 2020	April 2020	May 2020	June 2020
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4	1	1 2 3 4 5 6 7	1 2 3 4	31 1 2	1 2 3 4 5 6
5 6 7 8 9 10 11	2 3 4 5 6 7 8	8 9 10 11 12 13 14	5 6 7 8 9 10 11	3 4 5 6 7 8 9	7 8 9 10 11 12 13
12 13 14 15 16 17 18	9 10 11 12 13 14 15	15 16 17 18 19 20 21	12 13 14 15 16 17 18	10 11 12 13 14 15 16	14 15 16 17 18 19 20
19 20 21 22 23 24 25	16 17 18 19 20 21 22	22 23 24 25 26 27 28	19 20 21 22 23 24 25	17 18 19 20 21 22 23	21 22 23 24 25 26 27
26 27 28 29 30 31	23 24 25 26 27 28 29	29 30 31	26 27 28 29 30	24 25 26 27 28 29 30	28 29 30
July 2020	August 2020	September 2020	October 2020	November 2020	December 2020
S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S	S M T W T F S
1 2 3 4	30 31 1	1 2 3 4 5	1 2 3 4	30 1	1 2 3 4 5 6
5 6 7 8 9 10 11	2 3 4 5 6 7 8	6 7 8 9 10 11 12	5 6 7 8 9 10 11	2 3 4 5 6 7 8	7 8 9 10 11 12 13
12 13 14 15 16 17 18	9 10 11 12 13 14 15	13 14 15 16 17 18 19	12 13 14 15 16 17 18	9 10 11 12 13 14 15	14 15 16 17 18 19 20
19 20 21 22 23 24 25	16 17 18 19 20 21 22	20 21 22 23 24 25 26	19 20 21 22 23 24 25	16 17 18 19 20 21 22	21 22 23 24 25 26 27
26 27 28 29 30 31	23 24 25 26 27 28 29	27 28 29 30	26 27 28 29 30 31	23 24 25 26 27 28 29	28 29 30 31

HELPLINE SERVICES



MORNING ALARM

116 + (Time 00.00)

POLICE

100

FIRE

101

AMBULANCE

102

TIME

174

Women Helpline No.

1091 (Toll free)

(Central District)

WEST DELHI

(CONTROL ROOM)

(BOMB DISPOSAL SQUAD) 26291951, 100

POLICE POST

MIANWALI NAGAR
PASCHIM VIHAR

(South West Control Room)

25268394

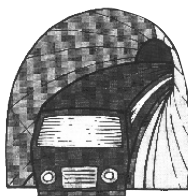
25267286



RAILWAY ENQUIRY SERVICE

GENERAL

(Enquiry) 139



ROADWAYS ENQUIRY SERVICE

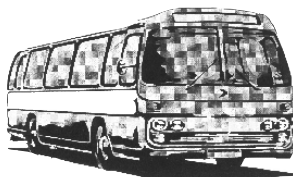
DTC GENERAL ENQUIRY

23370219, 41400400
23370304, 1800118181,
23354518

D.T.C. (Peeragarhi Depot)

DTC HELPLINE NO.

23752769, 23752770,
28888051, 25256533
8744073248, 23354304,
23370219



AIRWAYS ENQUIRY SERVICE

DOMESTIC (TERMINAL-I) INDIAN AIRLINES

IGI AIRPORT
GENERAL ENQUIRY AIR INDIA
RESERVATION



25675121
18602331407
246, 22220

INTERNATIONAL (TERMINAL-II) AIR INDIA

CITY OFFICE
IGI AIRPORT (Enq)
JET AIRWAYS (Toll free)
DOMESTIC AIRPORT (AIR INDIA)

26851772, 26562622
25652050-18001801407
1800225522
18602331407

EDUCATIONAL ORGANISATIONS

NCERT
CBSE

26560620, 26868419
22248885, 22236173,
22233182

NEAREST NURSING HOMES / HOSPITALS

SHRI BALAJI ACTION MEDICAL
INSTITUTE

JAWA NURSING HOME

MAHARAJA AGRASEN HOSPITAL

MALARIA CELL (M.C.D.), KESHAV PURAM HQ
C.P. HQ



42888888, 45666666

42322110
25261316

40777777, 40777555
40777666

23220010
23366648

MUNICIPAL CORPORATION

DEAD ANIMALS CELL, KESHAV PURAM
SANJAY GANDHI HOSPITAL

27183146
25448062, 25447751

Dog Catcher (Paschim Vihar, West Zone)

25931148
25102428



आर्य समाज के नियम

1. सब सत्य विद्या और जो पदार्थ विद्या से जाने जाते हैं उन सबका आदिमूल परमेश्वर है ।
2. ईश्वर सच्चिदानन्दस्वरूप, निराकार, सर्वशक्तिमान, न्यायकारी, दयालु, अजन्मा, अनन्त, निर्विकार, अनादि, अनुपम, सर्वाधार, सर्वेश्वर, सर्वव्यापक सर्वान्तर्यामी, अजर, अमर, अभय, नित्य पवित्र और सृष्टिकर्ता है उसी की उपासना करनी योग्य है ।
3. वेद सब सत्य विद्याओं की पुस्तक है, वेद का पढ़ना—पढ़ाना और सुनना—सुनाना सब आर्यों का परम धर्म है ।
4. सत्य के ग्रहण करने और असत्य के छोड़ने में सर्वदा उद्यत रहना चाहिए ।
5. सब काम धर्मानुसार अर्थात् सत्य और असत्य को विचार करके करने चाहिए ।
6. संसार का उपकार करना इस समाज का मुख्य उद्देश्य है अर्थात् शारीरिक, आत्मिक और सामाजिक उन्नति करना ।
7. सबसे प्रीतिपूर्वक, धर्मानुसार, यथायोग्य बरतना चाहिए ।
8. अविद्या का नाश और विद्या की वृद्धि करनी चाहिए ।
9. प्रत्येक को अपनी ही उन्नति से सन्तुष्ट नहीं रहना चाहिए किन्तु सबकी उन्नति में अपनी उन्नति समझनी चाहिए ।
10. सब मनुष्यों को सामाजिक, सर्वहितकारी नियम पालने में परतंत्र रहना चाहिए और प्रत्येक हितकारी नियम में सब स्वतंत्र रहें ।