

ST. MARY'S SCHOOL

BIJNOR

Uttar Pradesh - 246 701



An Unaided Christian Minority Institution
Affiliated to ICSE, New Delhi
Affiliation No. UP021



01342-255330 (Senior Block)

01342-265330 (Primary Block)

E-mail : bijnorschool@gmail.com

web. www.stmarysbijnor.com

Handbook 2022-23

Name

Class Section Admin. No.

Ph.: Mob.:

(1972-2023)

Academic Year

MARCH 2022 TO MARCH 2023

I Semester : March to September
II Semester : September to March

SCHOOL HOURS

Summer : 07.30 a.m. to 01.30 p.m.
Winter : 08.30 a.m. to 02.30 p.m.

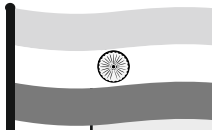
OFFICE HOURS

11.00 a.m. to 01.00 p.m.

To meet the Principal without appointment
11.00 a.m. to 12.00 Noon

No School business will be transacted on holidays and after the office hours.

(1972-2023)



National Anthem

Jana-gana-mana adhinayak jaya he
Bharata bhagya vidhata,
Punjab, Sindh, Gujrat, Maratha,
Dravida, Utkal, Banga,
Vindhya, Himachal, Yamuna, Ganga,
Tava shubha name jage,
Gahe, tava jaya gatha!
Jana-gana-mangala dayaka, jaya he,
Bharat bhagya vidhata,
Jaya he! jaya he! jaya he!
jaya, jaya, jaya, jaya he.

The Pledge

"India is my country. All Indians are my brothers and sisters.

I love my country and I am proud of its rich and varied heritage.
I shall always strive to be worthy of it.

I shall give my parents,
teachers and all elders respect
and treat everyone with courtesy.

To my country and my people,
I pledge my devotion. In their
well-being and prosperity alone, lies
my happiness."

The School Anthem

St. Mary's bright with brilliant light!
Sweet breeze from skies perfumes its site.
A radiant light in golden robes,
Drops down on us to make us wise
Our minds and hearts in "wisdom" sure,
Enrich our souls with gems so rare.
We pledge an oath, a'd "devote" our lives,
Uplift the suffering men in strife.
Cheer up their minds with blessful light!
To change them God's own delight.
Come take courage, to "serve" all men,
With selfless love and sense of hope,
And wipe their tears in tender love,
That makes our lives, now rich and full.

Fr. Varghese Kottoor CMI

PROSPECTUS

The Vision Statement

St. Mary's School, Bijnor, an unaided Christian Minority Institution established on 17 July 1972, run and administered by 'The Education Society of the Diocese of Bijnor', considers school as a powerful agent of transformation of social, intellectual, moral and spiritual and forming, new persons foster universal and eternal values, and thus fully alive to bring about a 'just society'.

We hold fast to the principal that human being is a positive asset, and a precious national resource which need to be cherished, nurtured and developed with tenderness and care coupled with dynamism.

We strive to shape persons who are intellectually competent, morally sound, psychologically integrated and imbued with the sense of the Divine, committed to the cause of justice and peace, and ever open to further growth.

We long to create a human society free from prejudices, superstitions and discriminations based on sex, religion, caste and economic status and characterized by respect for the dignity of human beings, showing concern for each other especially, the under privileged.

For attainment of these goals, the school expects the parents and teachers to share this vision and to co-operate in making it a reality.

Profile of St. Mary's School

1. **An academic community** : Characterized by a shared vision, and responsibility, mutual love understanding and respecting all human beings as children of God. Professional, personal and spiritual growth of the staff is given due importance.

2. **Committed to the growth of all the pupils:** Opportunities are provided to all pupils without any discrimination to develop their imagination, creativity, aesthetic sense, communication skills and sporting spirit. Value education programme takes into account and provides for the various steps in the process of value interiorisation.
3. **For a just and human society:** A realistic knowledge of the society, with its opportunities of human development as well as of social evils, is gradually imparted to students in various ways with a call to secure a total improvement. Under certain conditions students have opportunities for guided contact with the poor and to serve them. This contact is always followed by a reflection and self evaluation. The poor and the under privileged in the country are always the focus of all educational policies. These policies will benefit them in the long run.
4. **In loyalty to its specific vision:** The vision of the school is based on the specific vision of man and of society. The management with the co-operation of all implements its vision. The pastoral care given by the missionary community is an asset to the students to improve religious life of all students. In its overall policies the school collaborates with the policies of the local church and is ever loyal to the guidelines of the Bishop, the president of the Society.

Profile of a Successful St. Marian

1. **Intellectually competent:** School helps to master those academic subjects required for the respective public examination, skills of language, critical thinking, power of expression, both oral and written, and gradually leading on to greater precision, personal style, curiosity to explore ideas, creative learning and take pride and ownership in his/her work, and has awareness of the dignity of labour and civic sense, has realistic aspirations and is aware of the need of plan for the future.
2. **Morally sound:** School helps to develop moral attitude and principles as he/she grows towards moral judgements, into moral maturity, assimilating especially the values stressed in the Preamble of the Constitution to of India as justice, social, economic and political liberty, fraternity and translates moral actions to give mature reasons for making right decisions.

3. **Spiritually oriented:** School helps one to be aware of God's presence and action in creation, in human history and his own personal history which one has experienced moments of God's love in his/her personal life. Helps to appropriate knowledge of the basic doctrines of his/her faith and some exposure of other religious traditions than his/her own. Helps to Understand the significance and beauty of the main religious festivals in the country by learning through his/her own failure of the need for healing by reconciliation with friends and God.
4. **Catholic students in particular:** School helps to read the Bible and encounter the person of Christ as He is presented in the New Testament. Helps to have the basic understanding of the Church's teaching about Jesus and His redeeming mission and has established a personal relationship with the historical person of Jesus Christ and formed himself/herself a person for others and has some familiarity with the Church's teachings on social justice. Appreciates the importance of the Eucharist and other sacraments in the life of the Christian community and can participate in them meaningfully.
5. **Loving:** School helps to learn to accept oneself with one's own strength and weakness. Communicates more easily with others. Helps to experience the support of various levels of community in the school and has learned to extend support in building up the school community. Feels at ease with persons of the opposite sex. Has begun to appreciate deeper personal friendships but also learned that not all relationships are profound and long lasting. Through service of others finds one's life enriched. Helps to be more sensitive to the beauty of the created universe.
6. **Committed to the cause of justice:** School helps to consciously seek to be more respectful, understanding, accepting and generous with others against the attitude and tendencies that lead to injustice. Sees that religious faith implies a commitment to a just society. He/she is exposed to the needs of the poor in the school and the outside community and develops compassion for them. Helps to be aware of the need to help and support those who suffer injustice, especially women, the poor, the bonded labourers, the handicapped, the refugees, the unemployed, etc. Begins to understand the structural roots of injustice in social institutions, attitudes and customs. Understands the complexity of many social issues and is aware of the merits and demerits of mass media, social sites, etc.

7. **Open to growth:** School helps to pursue one's own growth because, he/she wants to be a better person emotionally, intellectually, socially, morally and religiously; is beginning to take responsibility for his/her own growth and is learning to accept self with her/his talents and limitations. Is aware of feelings and emotions and is beginning to be authentic in expressing them. Is seeking new experiences, new ways of self expression and developing the habit of reflecting on past experiences. Is becoming more flexible and respect to other's views. Recognizes how much can be learnt from a careful listening to peers and others. Is exploring career and life-style choices within a value frame work-considering noble values and not materialistic ones only. Is opening self gradually to broader adult issues.

Managment

St. Mary's School is one of the schools under the ambience of the Education Society of the Diocese of Bijnor. The school is affiliated to the Council for the Indian School Certificate Examinations, New Delhi (Affiliation No. UP021). This is an unaided Christian Minority Institution, established by the Catholic Diocese of Bijnor, meant primarily for Christians but is open to all irrespective of religion, caste or creed.

Aim

The aim of this institution is to train the students under its care for an all round balanced growth of their intellectual, spiritual, mental, physical, cultural, social and moral aspects that they may be fully equipped citizens as to fulfil the future demands of our country in particular and the human society in general. Its service is open to all without distinction of caste or creed. The motto of the school is 'WISDOM, DEVOTION & SERVICE.

Curriculum

1. The school year begins in March. The academic year is divided in two semesters - March to September and September to March. The courses of studies followed in the school lead to:- Indian Certificate of Secondary Examination - ICSE for Class - X and Indian School Certificate Examinations - ISC for Class - XII.

2. The Courses offered at Class XII level are :-

Group A	Group B	Group C
English	English	English
Physics	Physics	Economics
Chemistry	Chemistry	Commerce
Biology	Maths	Accounts
Computer/Hindi/Phy. Ed.	Computer/Hindi/Phy. Ed.	Computer/Hindi/Maths/Phy. Ed.

RULES AND REGULATIONS

I. Admissions & Withdrawals

1. Every pupil seeking admission to class I, having passed from Holy Angel's Kindergarten, has to seek admission in St. Mary's School with the Transfer Certificate (TC).
All the fresh admissions will be made by after the entrance test if seats are available. The Application form must be accompanied by the latest progress report together with the transfer certificate form the school last attended. Pupils are not admitted to the higher classes until they have been tested, and the right to admit them to those classes for which they have been found fit, is entirely reserved with the school authorities.
2. Parents/Guardians should take utmost care to fill in the correct date of birth and name of the child. Date of birth once entered in school register will not be changed.
3. The pupils will have to take admission to Class XI. Choice of subjects/group (Science, Mathematics, Commerce) shall be offered to the pupils on the basis of their performance in the Pre-board and ICSE Examinations. The criteria or cut off percentage shall vary from year to year depending upon the overall results of the pupils in the relevant subjects in the ICSE Examinations.

4. In view of providing more working days for the pupils of Class XI their classes may commence from the months of April, prior to the declaration of ICSE results.
5. Permission to attend Class XI from April is given only to those pupil who have qualifying marks, fixed by the Management, in the relevant subjects both in the half yearly and in the pre-board examinations held in Class X.
6. The admission in Class XI is finalized only after the declaration of the class X (ICSE) results by the council.
7. The permission to attend Class XI from April does not amount to a regular admission in Class XI.
8. The caution money, yearly fees and first installment of the monthly fee shall be paid in advance to complete the formalities of admission.
9. The admissions shall be granted strictly based on the merit of the candidates. Any unfair means like attempt to bribe, recommendation ect. will debar the candidate from getting admission.
10. After the admission, if the candidate fails to attend class, no refund of any kind shall be made except for the caution money.
11. An application for a transfer certificate has to reach the Principal's office at least three days in advance.
12. The application for a T.C. must be made on the prescribed form along with a fee of Rs. 100/- and must be signed by the parent/guardian.
13. Transfer certificate will not be issued until all the dues to the school are paid.
14. The students who pass out from class XII will be issued their T.C. together with their Pass Certificate.
15. If a student is migrating for further studies to a state other than U.P. his/her T.C. is to be counter - signed by the Council. The parents will have to pay the expenses involved in this transaction.

16. The school reserves the right to ask the parents/guardians to withdraw their child, if his/her progress in studies is found unsatisfactory, his/her attendance is irregular, his/her conduct is harmful to others, or for reasons which in the opinion of the school authorities render his/her continuance in the school undesirable.

II. School Uniform

It is essential that the students come to the school wearing proper school uniform always including for PTM. A student who is not in a proper uniform, is liable to be sent back home.

1. Summer Uniform

Boys (I-XII)

Navy blue pants/short pants, White shirt with half sleeves, White socks & round shaped black leather shoes with laces, Navy blue tie and belt with school's name.

Girls (I-VII)

Navy blue tunic (properly stitched with two inch pleats) White shirt with half sleeves, White socks up to the knee & black leather shoes. Blue ribbons & hair band Navy blue tie & belt with school's name.

Girls (IX-XII)

Navy blue salvar, White half sleeves up to elbow kamiz with high neck & 'V' neck navy blue Jacket, White socks & black leather shoes, Blue ribbons & hairband.

2. Winter Uniform

Boys (I-XII)

Grey pants, White shirt with full sleeves, Navy blue blazer, Navy blue sweater (plain knitted and 'V' necked), White socks and black leather shoes, Navy blue tie and belt with school's name and navy blue cap.

Girls (I-VII)

Grey tunic (properly stitched with two inch pleats), White shirt with full sleeves, Navy blue blazer, Navy blue sweater (plain knitted and 'V' necked), White socks up to the knee & black shoes with laces, Navy blue tie and belt with school's name and navy blue scarf.

Girls (IX-XII)

Grey salvar, white kamiz with high neck & full sleeves, navy blue coat, white socks & black leather shoes, Navy blue sweater (plain knitted and 'V' necked) Blue ribbons and hairband.

3. P.T. Uniform

Boys (I-XII)

White shirts & White short pants/pants, white socks, white canvas shoes & house badge.

Girls (I-VII)

White shirts, White kamiz with high neck and full sleeves, white ribbon, white hair bands, white canvas shoes & house badge.

Girls (IX-XII)

White salvar, White kamiz with high neck and full sleeves, white ribbon, white hair bands, white canvas shoes & house badge.

III. Books & Syllabus

The students must obtain all the books as per the syllabus in the first week of the new session and bring books to the school as per the periods. Books must be covered neatly with brown paper and write the name, class, section etc. on the outer cover and the inner page.

IV. School Fee

1. The school fee is collected as per **The Uttar Pradesh Self-Finance Independent Schools**

Ordinance 2018. The Fees are classified as Registration Fee, Admission Fee, Examination Fee, Composite Annual Fee, Refundable Fee and Optional Fee.

2. Fee is to be paid in The Bijnor Urban Co-operative Bank Ltd. Bijnor. It may be paid in four installments in the first half of April, July, October and January.
3. If any student fails to pay the fee on the due dates, it shall be paid in the first week of the following months with a fine of a Rs. 50.00 for the successive months.
4. A receipt signed by the bank accountant shall be given for every payment made.
5. Students whose school fees fall into the arrears are liable to be debarred from appearing at the terminal examinations and attending the school till the fees are paid. Neither the Report/Progress Card nor the T.C. will be issued till all such dues are paid in full.
6. Fees once paid will not be refunded.
7. No deductions are made in the fees for vacations or broken periods.
8. Fee concession is extended to a few deserving students on the request of the parents/guardians of such students. Applicants for fee concession will have to submit along with income certificate from a competent authority together with the application and marksheet of the previous year before 30 April.

V. Attendance/Leave Rules

1. As regular attendance is an integral element of education and discipline, no leave or absence will be granted except for serious reasons.
2. Attendance is compulsory on the opening and the closing day & after each vacation of the academic year.
3. Absence for more than three consecutive days immediately after the vacation renders the student liable to have his/her name struck off the rolls.

4. Attendance will be marked at the beginning of the first period. Late comers will not be granted attendance.
5. Strict regularity and punctuality is mandatory.
6. Leave/Absence record must be duly filled by the class teacher and be signed by the parent/guardian.
7. It is compulsory for every student to have 80% of total attendance to appear for final exam.
8. Absentees in an examination will be considered failed unless it is established satisfactorily that their absence was due to illness, or any other serious reason.
9. Applications for leave shall be submitted to the Principal.
10. Applications for leave of absence from the school shall be submitted beforehand. If this is not possible due to unforeseen circumstances, leave should be applied on the following day.
11. Repeated absence without leave or unexplained absence for more than ten consecutive days, a student's name will be struck off from the roll. Readmission, if granted will be done on payment of admission fee and on the availability of vacancy.
12. Physical training and games are compulsory. If a child is physically unfit for P.T. and games, a doctor's certificate should be submitted and must obtain permission from the Principal.

VI. Examinations and Promotions

The whole academic year is divided into two semesters and examinations are conducted at the end of every semester. The required pass marks in every subject is 40. Failure to get pass percentage in any subject will result in losing grade.

The grade is allotted in the following manner :

Grade	Class I-X	Class XI-XII
A+	90% - 100%	90% - 100%
A	80% - 89.99%	80% - 89.99%
B+	70% - 79.99%	70% - 79.99%
B	60% - 69.99%	60% - 69.99%
C+	40% - 59.99%	50% - 59.99%
C	33% - 49.99%	35% - 49.99%
D	Detained (below 33%)	Detained (below 53%)

Promotions are granted on the basis of the whole year's work of a student. The final result will be made as per the norms given bellow.

Unit Tests	:	10%
Annual Examination	:	40%
Each Unit Test is of 25 Marks	:	50%

Special arrangements for examinations will not be made for students who absent themselves from any examination scheduled by the school. The results declared at the end of the year are final in all cases and will not be reconsidered. If any parent wants to get his ward's paper rechecked and application along with the fee fixed by the Principal is to be submitted.

VII. House System

The students are divided into four houses and each is headed by one boy and one girl known as House Captains. A member of the staff acts as the House in-charge. He/She is assisted by other teachers. The school organizes inter-class, inter-house & inter-school competitions in sports & games and literary & cultural events. The best house is awarded trophy for its overall performances.

VIII. Co-curricular/S.U.P.W. Activities

Students are expected to take an active part in the co-curricular activities as they are essential for integral development of a student. With a view of fostering close relation between education and the realities of people, village oriented exposure programmes are under taken by the school during the academic year.

IX. Accidents

All possible precautions are taken to protect the children from accidents while playing. However, in the event of any mishap, the school does not accept legal responsibility. Immediate first aid will be administered, and the parent/guardian concerned shall be informed at the earliest. If the parent/guardian makes undue delay to reach the school the student involved will be taken to the local hospital.

X. Alumni Association

1. The school is interested in remaining in touch with its former pupils. With this in mind the Alumni Association is formed.
2. The association aims at bringing about a meaningful interaction of all past pupils passing out and leaving the school after class X (ICSE) and XII (ISE) examinations.
3. All the former students are expected to be members of this association.
4. A certain percentage of each student's caution money will go to the Alumni Association Fund.
5. One can become a life time member of the association by paying Rs. 1000/-
6. One can remain as a member by paying an amount of Rs. 50/- per year as membership fee.
7. This amount shall be made use for the activities of the association as well as for charitable purposes.

XI. Private Tuition

1. Parents shall not engage the staff of the school to extend private tuition to their wards outside the school.
2. The parent/guardian may engage a private tutor only after consulting the principal. The management of the school is not responsible for any misunderstanding that may arise between the parent/guardian and the member of the staff taking the tuition.
3. Students shall not go to teachers of St. Mary's School for private tuition; Teachers shall not take private tuition to the students of St. Mary's School.

XII. Responsibilities of School Leaders and Cabinet.

1. He/She should show exemplary behaviour providing shining examples of leadership, trust, courtesy, love and goodness.
2. He/She should ensure that the leaders carry out their duties in a responsible and impartial manner.
3. He/She should command the whole school in discipline in the morning assembly and in all the special gatherings.
4. He/She should be constantly alert and sensitive of the needs of the school, and act promptly after consulting and getting instructions from the Principal/teacher in-charge.
5. He/She should bring to the notice of the teachers day-to-day problems of students like fights, misunderstandings, injuries, damage to the school properties, missing articles, etc.
6. Periodical meetings of leaders will be held under the guidance of the Principal.

XIII. Discipline

All the rules and regulations that are in force from time to time are binding upon all the students and parents. Ignorance of the existing rules and regulations will not be an excuse for the lack of compliance. The school expects every student to maintain a high standard of discipline inside as well as outside the class room and school. A special care must be taken by the teachers and students to preserve an atmosphere of silence during class hours, and must keep in mind the following points.

1. Students shall reach the school at least five minutes before the first bell. Once gate is closed, late comers are not permitted to enter in to the school campus.
2. Students shall come to school in proper uniform always. Even if they come only for office work, they have to come in uniform.
3. Students shall respectfully greet all the staff members and elders whenever they meet them either inside or outside the school.
4. Students shall in attention position while talking to teachers and elders and not lounge with their hands in their pockets.
5. While going to the morning assembly, P.T. classes or when changing class rooms, the students should go silently in single line without disturbing the neighbouring classes and should keep to the left of the corridors.
6. Students shall not leave the class rooms during any period without permission and class pass. They are prohibited from going out of the school premises during school hours without the permission of the Principal. Students shall not enter into other class without permission of the class teachers.
7. Students shall not bring cell phones and similar electronic gadgets to the school, and if found violating, a fine of Rs. 500/- will be levied, and the gadgets will not be returned during the academic year. Students shall not defame the school or any staff member through the social sites.
8. Students are strictly forbidden to use motor vechiles during school working hours and in school uniform, and if found violating, a fine of Rs. 500/- will be levied.
9. Students should bring to the class all necessary text books and note books according to the time table. Books or Magazines other than syllubus shall not be brought to the class.
10. Students shall be regular in submitting their home assignments. Disciplinary action will be taken for failure in doing so. Projects prepared by outsiders are not accepted.

11. Irregular attendance, truancy, insubordination to teachers, and authority's habitual neglect of studies, indifference to school work and obscenity in word or action are sufficient reasons for suspension of a pupil.
12. Any kind of damage caused to the school property must be compensated by the parent/guardian of the ward. The decision of the Principal regarding the compensation to be paid is final.
13. Students shall keep the school premises and class rooms clean and shall not destroy plants or flowers or litter up the place.
14. Exchange of articles, gifts/money between students are strictly prohibited.
15. Collecting money or things for any purpose shall not be carried out by the students/teachers without the permission of the Principal.
16. Running, playing or shouting inside the school building is prohibited.
17. Giving gift to teachers in kind or cash is prohibited.
18. Students shall not bring valuable articles such as Gold, Silver, Wrist Watch, etc. to the school and if found violating a fine of Rs. 500/- will be levied. The school is not responsible for the loss of books, money, clothes and other articles.
19. Strict regularity, implicit obedience, politeness and courtesy in speech and conduct, and cleanliness of dress and person are mandatory.
20. Every student shall bring the handbook to the school daily, and is expected to handle it with care and keep it in a good condition throughout the academic year.
21. Students shall speak only in English in the school premise; else a fine of Rs. 10 will be charged.
22. Smoking or use any intoxicative article by student is strictly prohibited in and outside the school premises. Those found violating this rule will be dismissed with immediate effect.
23. Bringing of arms and weapons like knives, chains and fire arms to the school and ganging up with the students of one's own school or outsiders justify immediate dismissal.
24. The students are not allowed to tattoo the visible parts of their body. At the time of admission the candidates will be checked for the same. The candidate may be denied

admission if they are found bearing tattoos. A student can be dismissed from the school for violation of this rule.

25. Students who have got police complaint shall be dismissed from the school immediately.
26. Students who are involved in immoral/criminal activities such as stealing, beating, consuming alcohol/drugs, violation of any kind, etc (even though it may happen outside the school campus) shall be dismissed.
27. All students will be issued Identity Cards in the beginning of the academic year. It is compulsory for them to wear it every day, and also whenever they go out, representing the school, for various competitions, picnics, exhibitions, etc. A fine of Rs. 100/- will be charged each time if they violate it.
28. Students shall not bring soft drinks, non-vegetarian food, chewing gum, tobacco, etc. to school campus.
29. Boys shall come to school with proper/decent hair cut. The school will make necessary arrangements to cut the hair in school itself, if they do not cut the hair after giving warning.
30. Students who contract marriage shall be dismissed immediately.

XIV. Cash Award

In memory of Late Rev. Fr. Mathew Parackal (the manager who passed away on 17 October 2006), the management gives a cash award of Rs. 10000/- (ten thousand only) to ISC Topper of St. Mary's School every year.

XV. For the Kind Attention of Parents/Guardians.

1. Parents are requested to bear in mind that St. Mary's School gives great importance to create a sound character in the pupils. Therefore, the parents are expected to co-operate with the school by making their children understand that a well ordered and a disciplined way of life is as important at home as in the school.
2. Parents are requested to co-operate with the school authorities in enforcing discipline.
3. Parents are expected to sign progress report or any other similar documents when requested for. The failure to do so will put their children to great inconvenience.

4. Parents are requested to keep an eye on the regularity and punctuality record.
5. Particular attention should be paid to the uniform of their wards. Pupils who do not wear neat and proper uniform will not be admitted in the class and would be sent home.
6. Parents are strictly forbidden to meet their wards or their teachers during the class hours.
7. The Handbook is a record of reference. We recommend that the parents check the handbook of their child regularly, and enforce regularity and discipline at home also. Kindly monitor whether the wards prepare their lessons and do the assigned home works. Remark made in the handbook should be checked and countersigned.
8. Withdrawal of the wards from the school for mere social functions is not recommended, because it disturbs the child's progress in the school.
9. Parent's failure to attend the meeting called by the Principal amounts to lack of co-operation, and defeats the whole aim of education. In such a situation the school authorities have no other option than to request the parents to withdraw the ward.
10. If student is ill for a long period the Principal must be informed through a leave letter as early as possible.
11. A student shall not attend the school if he/she is infected by a contagious disease until the danger of infection has passed. Intimation to this effect must be given to the principal.
12. A student returning to the school after suffering from an infectious disease should produce a doctor's certificate permitting him/her to rejoin the class.
13. If an absence due to illness lasts for than three days, an application for leave application for leave must be made to the principal, accompanied by a registered doctor's certificate.
14. Those who return to the school after absenting themselves without leave application is not permitted to enter the class without the permission of the principal.
15. Parents are requested to report changes in the address or the telephone numbers to the school authority in writing in order to avoid inconvenience.
16. Parents are welcome to visit the school and discuss the problems of their wards with the teachers on the day of parent-teachers meeting and with the Principal on any day with prior appointment. However, they are not allowed to enter class rooms during the school hours.

17. Parents are requested not to send their wards for private tuition as far as possible. They shall never send them to teachers of St. Mary's School without the written permission of the Principal.
18. When students are taken on tours/picnic or excursions, utmost care will be taken by the school of their safety. However, the authorities take up no responsibility for any untoward incident which may take place on such occasions.
19. Complaints, if any, should be made in writing and submitted to the Principal or drop in the complaint box in school.
20. Parents/guardians will not be allowed to take their wards home during the school hours, unless it is in the extremity of emergency.
21. Parents are requested to send packed lunch (only vegetarian) with their wards. Food packets or water bottles will not be accepted at the gate or reception later.
22. Parents/guardians of each student will be provided a parent/guardian identity card which shall be used as an entry card to enter the school campus. This card will have photographs of father/mother/guardians and student. Parents/guardians are requested to bring this card whenever they come to the school for any matter concerning their wards, even for picking up of their wards at dispersal failing which they will not be allowed to enter the school campus or meet their wards.
23. The school gate will not be opened for anyone during recess.
24. Enrollment in St. Mary's School implies on the part of the student and his/her parent, willingness to comply with the requirements and regulations of the school, which will be received from time to time.
25. Parents shall send their wards to the school on all national festivals like Independence day, Republic day, Gandhi Jayanti, etc. in order to instill patriotism in the children. Attendance will be taken and a fine of Rs. 100/- will be levied from students who do not come to school on these days.
26. Parents shall send their children to school only in those vehicles which are approved by the government. It is the sole responsibility of the parents to arrange safe transport facility. The management does not provide transport facility for the students.

Calendar 2022-23

2022 \ APRIL

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

2022 \ MAY

S	M	T	W	T	F	S
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8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2022 \ JUNE

S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

2022 \ JULY

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

2022 \ AUGUST

S	M	T	W	T	F	S
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7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

2022 \ SEPTEMBER

S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

2022 \ OCTOBER

S	M	T	W	T	F	S
						1
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9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

2022 \ NOVEMBER

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

2022 \ DECEMBER

S	M	T	W	T	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

2023 \ JANUARY

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2023 \ FEBRUARY

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

2023 \ MARCH

S	M	T	W	T	F	S
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

April 2022

Date	Day	Particular
1	Friday	Fee dates I installment - till 15th April
2	Saturday	
3	Sunday	
4	Monday	
5	Tuesday	
6	Wednesday	
7	Thursday	World Health Day
8	Friday	
9	Saturday	
10	Sunday	Ram Navami : Holiday
11	Monday	
12	Tuesday	
13	Wednesday	Formation of House, Election of Council Members
14	Thursday	Ambedkar Jayanti, Mahavir Jayanti : Holiday
15	Friday	Good Friday : Holiday
16	Saturday	Holy Saturday : Holiday
17	Sunday	Easter Sunday
18	Monday	
19	Tuesday	
20	Wednesday	English Elocution Competition (VII to XII), Calligraphy Competition (I to VI)
21	Thursday	
22	Friday	Earth Day, Golden Jubilee Celebration
23	Saturday	
24	Sunday	
25	Monday	
26	Tuesday	
27	Wednesday	Investiture Ceremony
28	Thursday	
29	Friday	Jamat-Ul-Vida : Holiday
30	Saturday	Races - 100m, 200m, 400m, 800m (VII to XII)

(1972-2023)

May 2022

Date	Day	Particular
1	Sunday	International Labour Day, World Laughter Day
2	Monday	
3	Tuesday	Id-UL-Fitar : Holiday
4	Wednesday	Solo singing competition (VII to XII), Fee date with fine
5	Thursday	Fee date with fine
6	Friday	World Athletics Day
7	Saturday	
8	Sunday	Mother's Day
9	Monday	First Unit Test Begins (transferable)
10	Tuesday	
11	Wednesday	
12	Thursday	International Nurses Day
13	Friday	
14	Saturday	
15	Sunday	International Day of the family
16	Monday	Budh Purnima : Holiday
17	Tuesday	
18	Wednesday	
19	Thursday	PTM
20	Friday	(Summer holidays begins)
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	
31	Tuesday	Anti - Tobacco Day

June 2022

Date	Day	Particular
1	Wednesday	
2	Thursday	Fee date with fine
3	Friday	Fee date with fine, World Bicycle Day
4	Saturday	
5	Sunday	World Environment Day
6	Monday	
7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	
11	Saturday	
12	Sunday	Anti - Child Labour Day
13	Monday	
14	Tuesday	World Blood Donor Day
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	
19	Sunday	Father's Day
20	Monday	
21	Tuesday	International Yoga Day
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	
27	Monday	
28	Tuesday	
29	Wednesday	
30	Thursday	

(1972-2023)

July 2022

Date	Day	Particular
1	Friday	Staff Seminar and Staff Meeting, Fee dates II installment begins - till 15th July, Doctor's Day
2	Saturday	Staff Seminar and Staff Meeting
3	Sunday	St. Thomas Day : Holiday
4	Monday	School re-opens for students (after Summer Break)
5	Tuesday	
6	Wednesday	Shot put (VII to XII), Discus throw (VII to XII)
7	Thursday	
8	Friday	
9	Saturday	Football (Senior section)
10	Sunday	Id-UL-Zuha (Bakra-Id) : Holiday
11	Monday	World Population Day
12	Tuesday	
13	Wednesday	Solo Dance competition (VII to XII), Fancy Dress Competition (I to VI)
14	Thursday	
15	Friday	Manager's Day
16	Saturday	Water Colour Painting (VII & XII), Football (Senior section), Solo Dance Competition (I to VI)
17	Sunday	
18	Monday	
19	Tuesday	
20	Wednesday	English Extempore (IV to XII)
21	Thursday	
22	Friday	Science Quiz (Senior Section)
23	Saturday	
24	Sunday	
25	Monday	
26	Tuesday	
27	Wednesday	
28	Thursday	Feast of St. Alphonsa (Special Assembly - Alphonsa House)
29	Friday	
30	Saturday	Football (Senior section)
31	Sunday	

August 2022

Date	Day	Particular
1	Monday	Fee date with fine
2	Tuesday	Fee date with fine
3	Wednesday	Fancy dress (VII to XII)
4	Thursday	
5	Friday	
6	Saturday	
7	Sunday	Friendship Day
8	Monday	
9	Tuesday	Moharram : Holiday
10	Wednesday	Patriotic Skit (Housewise) (VII to XII), Rakhi Making Competition (I to VI)
11	Thursday	School Activity 1 : Rakhi Making (VII to X)
12	Friday	Raksha Bandhan : Holiday
13	Saturday	Basketball (Senior section), March Past competition (Housewise) (VII to XII)
14	Sunday	
15	Monday	Independence Day
16	Tuesday	
17	Wednesday	Skating Competition (I to VI)
18	Thursday	Janamashtami : Holiday
19	Friday	Basketball (Senior Section)
20	Saturday	PTM
21	Sunday	
22	Monday	
23	Tuesday	
24	Wednesday	Declamation (VII to XII), English Elocution (I to VI)
25	Thursday	
26	Friday	
27	Saturday	Basketball (Senior Section), Long Jump, High Jump (Senior Section)
28	Sunday	
29	Monday	National Sports Day
30	Tuesday	
31	Wednesday	

(1972-2023)

September 2022

Date	Day	Particular
1	Thursday	Fee date with fine
2	Friday	Fee date with fine
3	Saturday	
4	Sunday	
5	Monday	St. Mother Teresa's Feast, Teacher's Day Celebration
6	Tuesday	
7	Wednesday	First Semester Examination begins (transferable)
8	Thursday	St. Mary's Day (Birthday of Mother Mary), World Literacy Day
9	Friday	Anant Chaturdashi : Holiday
10	Saturday	
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	Hindi Diwas
15	Thursday	
16	Friday	
17	Saturday	Vishwakarma Puja : Holiday
18	Sunday	
19	Monday	
20	Tuesday	
21	Wednesday	
22	Thursday	
23	Friday	
24	Saturday	
25	Sunday	World Rivers Day
26	Monday	Fr. Cassius Memorial Inter-School Basketball tournament begins
27	Tuesday	Fr. Cassius Memorial Inter-School Basketball tournament
28	Wednesday	
29	Thursday	
30	Friday	

October 2022

Date	Day	Particular
1	Saturday	Fee dates III instalment begins till 15th October, International Day for the Elderly.
2	Sunday	Gandhi Jayanti (Gandhi House), International Day of Non-violence
3	Monday	St. Francis of Assisi, Patron of Ecology, Dusshera celebration (Kalam House)
4	Tuesday	Dusshera holiday
5	Wednesday	Dusshera holiday
6	Thursday	
7	Friday	
8	Saturday	Indian Air Force Day
9	Sunday	Id-E-Milad : Holiday, World Post Office Day
10	Monday	
11	Tuesday	
12	Wednesday	Hindi Extempore (VII to XII), Chess (IV to VI) / Carrom Board Competition (I to III)
13	Thursday	
14	Friday	
15	Saturday	World Student's Day (Birthday of Dr. Abdul Kalam)
16	Sunday	World Food Day
17	Monday	Death Anniversary of Rev. Father Mathew Parackel
18	Tuesday	
19	Wednesday	Inter-School Sports meet, Diya Decoration Competition (I to III) Wall Hangings (IV to VI)
20	Thursday	Inter-School Sports meet, School Activity 2 : Diya Decoration (VII to VIII) Rangoli (IX to XII)
21	Friday	Inter-School Sports meet, Deepawali Celebration (Rani Maria House)
22	Saturday	Deepawali Holidays begin
23	Sunday	
24	Monday	
25	Tuesday	
26	Wednesday	
27	Thursday	Deepawali Holidays end, Alumni Meet
28	Friday	
29	Saturday	
30	Sunday	
31	Monday	National Unity Day

(1972-2023)

November 2022

Date	Day	Particular
1	Tuesday	
2	Wednesday	Fee date with fine, Story Telling competion (I to IV) English Declamation (V & VI)
3	Thursday	Fee date with fine
4	Friday	
5	Saturday	
6	Sunday	
7	Monday	National Cancer Awareness Day
8	Tuesday	Guru Nanak Jayanti : Holiday
9	Wednesday	Group Singing (Housewise) (VII to XII), English Extempore (I to VI)
10	Thursday	
11	Friday	Fr. Peter Memorial Cricket Tournament, National Education Day
12	Saturday	Fr. Peter Memorial Cricket Tournament
13	Sunday	
14	Monday	Children's Day celebration (Sports Committee)
15	Tuesday	
16	Wednesday	Athletics Sports (I to VI)
17	Thursday	
18	Friday	
19	Saturday	
20	Sunday	
21	Monday	
22	Tuesday	
23	Wednesday	Hindi Elocution (I to XII)
24	Thursday	Guru Teg Bahadur Shaheed Diwas : Holiday
25	Friday	
26	Saturday	Constitution Day, Social-Science Quiz (I to XII)
27	Sunday	
28	Monday	
29	Tuesday	
30	Wednesday	

December 2022

Date	Day	Particular
1	Thursday	Fee date with fine, Instrumental competition (Housewise) (VII to XII), World AIDS Day
2	Friday	Fee date with fine
3	Saturday	World Day of the Handicapped
4	Sunday	Indian Navy Day
5	Monday	II Unit Test begins, Pre-Pre Board begins (X & XII) (Transferable)
6	Tuesday	
7	Wednesday	
8	Thursday	
9	Friday	
10	Saturday	Human Rights Day
11	Sunday	
12	Monday	
13	Tuesday	
14	Wednesday	
15	Thursday	
16	Friday	
17	Saturday	
18	Sunday	Minority Rights Day (India)
19	Monday	Wall Magazine Competition (Housewise) (VII to XII)
20	Tuesday	Crib Making Competition (Housewise) (VII to XII)
21	Wednesday	School activity 3 : Star Making (VII), Bell Making (VIII), Candle Decoration (IX & X), Carol Singing Competition
22	Thursday	Christmas Celebration, National Mathematics Day
23	Friday	Christmas Holidays, Farmer's Day
24	Saturday	Christmas Holidays
25	Sunday	Christmas Holidays
26	Monday	Christmas Holidays
27	Tuesday	School re-opens after Christmas break
28	Wednesday	
29	Thursday	
30	Friday	
31	Saturday	

(1972-2023)

January 2023

Date	Day	Particular
1	Sunday	New Year
2	Monday	Fee dates IV installment - till 16th January
3	Tuesday	
4	Wednesday	School Activity 4 (VII to XII)
5	Thursday	
6	Friday	
7	Saturday	
8	Sunday	
9	Monday	Pre-Board Examination begins
10	Tuesday	
11	Wednesday	Missionary Day
12	Thursday	National Youth Day
13	Friday	
14	Saturday	Makar Sankranti : Holiday
15	Sunday	
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	National Girl Child Day
25	Wednesday	National Voters Day
26	Thursday	Republic day
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	Martyrs' Day
31	Tuesday	

February 2023

Date	Day	Particular
1	Wednesday	Fee date with fine
2	Thursday	Fee date with fine
3	Friday	
4	Saturday	World Cancer Day
5	Sunday	
6	Monday	
7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	
11	Saturday	Preparatory leave, World Day of Sick
12	Sunday	
13	Monday	Annual Examination begins (transferable)
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	Mahashivratri : Holiday
19	Sunday	
20	Monday	World day of Social Justice
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	Feast of Blessed Rani Maria
26	Sunday	
27	Monday	
28	Tuesday	National Science Day

(1972-2023)

March 2023

Date	Day	Particular
1	Wednesday	
2	Thursday	
3	Friday	
4	Saturday	
5	Sunday	
6	Monday	Holi
7	Tuesday	Holi
8	Wednesday	International Women's Day
9	Thursday	
10	Friday	
11	Saturday	
12	Sunday	
13	Monday	
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	
19	Sunday	Diocese Day : Holiday
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	
27	Monday	
28	Tuesday	
29	Wednesday	
30	Thursday	Ram Navami : Holiday
31	Friday	

Assembly Themes for Primary Section

Priority : Value Education
Objective : To form responsible, reliable and Socially integrated citizens of the Country.
Theme : Be happy to change your goals but never change your values.

April 2022	Prayer - Source of Blessing 01-09 Strengh of conscience 11-16 Prayer : The first step of success 18-23 Prayer : The treasure of life 25-30 Prayer : With faithful heart
May 2022	Humanity with Responsibility 02-07 Belive in yourself 09-14 Never give up
July 2022	Nature : The Master 01-09 Nature : Full of music 11-16 Nature : The art in itself 18-23 Ecology : A gift of God 25-30 Nature : Itself is a culture
August 2022	Freedom : Feel Pride 01-06 Freedom : Reach for goal 08-13 Patriotism : Love for the country 22-27 Unity leads to victory 22-27 Respect for all religions 29-31 Be brave

September 2022	Mother Mary - The Guiding Star
01-10	God of grace and glory
12-17	Beauty of God in small things
19-24	Teacher affects Eternity
26-30	Forgive and you will be forgiven
October 2022	Light Over Darkness, Good Over Evil
01-08	Celebrate progress, not perfection
10-15	Be courteous to win
17-22	Never stop dreaming
24-31	Success with positive action
November 2022	Children : The Gift of God
01-05	Challenge your limits
07-12	The child : Foundation of new generation
14-19	Focus on your aims
21-26	Spread joy and happiness
28-30	Make today worth remembering
December 2022	Charity : The True Wealth
01-10	Rise by lifting others
12-17	Every good act is a charity
19-24	Joy of sharing
26-31	Gratitude : The fullness of life
January 2023	Patriotism is Loyalty
02-07	Patriotism begins from home itself
09-14	Freedom is the oxygen of soul
16-21	Honour the past with gratitude
23-31	Proud to be an Indian
February 2023	Success is Sweet, But the Secret is Sweat
01-04	Self effort is a wonderful success
06-11	Hard work beats talents

Assembly Themes for Senior Section

- Priority** : Value Education
Objective : To form responsible, reliable and Socially integrated citizens of the country.
Theme : Be happy to change your goals but never change your values.

March 2022	Dawn of hope 21-26 A living hope, a sure salvation. 28-31 Courage to express your individuality
April 2022	Sustainable Cities and Communities 01-02 Make cities inclusive, safe, resilient and sustainable 04-09 Gazing towards the illuminated clouds 11-16 Transforming our world 18-23 Urban and Pre-Urban forestry 25-30 Foster peaceful, just & inclusive societies
May 2022	Environmental Auditing 02-07 Overview of Environmental Problems 09-14 Good Health and Well Being 16-19 Join hands to Save Environment
July 2022	Morality and Life 01-02 Importance of Moral Values in Life 04-09 Self help is the best help 11-16 Morals and Ethics in school 18-23 Peace, Just and Strong Institutions 25-30 Treat others as you want to be treated
August 2022	Rainbow of Culture 01-06 Culture of Acceptance 08-13 Rejoice - It is your time 15-20 Equality and Pluralism 22-27 Rainbow a promise of sunshine after rain 29-31 Try to be rainbow in someone's cloud

September 2022	Benedictions from Mother Mary	01-03 Let the flame burn brighter 05-10 God of grace and glory 12-17 Prayer, a channel of blessing 19-24 Glimmers of warmth 26-30 Ethereal Glow
October 2022	Celebrating Life	01-08 Social gathering an enjoyable activity 10-15 Celebrate Progress, not perfection 17-22 Never suppress a generous thought 24-29 Hope is the only thing stronger than fear 31 Light over darkness, Good over evil
November 2022	Bio Diversity Protection	01-05 Man has created death 07-12 Green is cool! Green is great 14-19 Reduce habitat loss and degradation 21-26 Let Nature be your teacher 28-30 Nature sustains human life
December 2022	Be Humble to ask for forgiveness	01-03 Forgiveness is the attribute of the strong 05-10 Gratitude unlocks the fullness of life 12-17 Joy, Love, peace, Believe, Essence of Christmas 19-24 Cheers to New Year 26-31 A man's true wealth is charity
January 2023	The Sky is the Limit	02-07 Mastering yourself is true power 09-14 Look before you leap 16-21 We believe what we tell ourselves 23-28 Learn to recognize the rights of others 30-31 A man's true wealth is charity
February 2023	Pulling the right string	01-04 Believe in yourself 06-11 Reap your harvest

Our Father

Our Father in heaven
Holy be Your name
Your kingdom come
Your will be done
On earth as in heaven.

Give us today our daily bread,
Forgive us our sins
As we forgive those
Who sin against us.
Do not bring us to the test
But deliver us from evil. Amen.

HAIL MARY

Hail Mary full of grace, the Lord is with you, blessed are you among women, and blessed is the fruit of your womb, Jesus.

Holy Mary, Mother of God pray for us sinners, now and at the hour of our death. Amen.

PRAYER FOR PEACE

*Lord make me an instrument of your peace.
Where there is hatred, let me sow love;
Where there is injury, pardon;
Where there is doubt, faith;
Where there is despair, hope;
Where there is darkness, light;
And where there is sadness, joy.*

O Divine Master / grant that I may not so much seek / to be consoled as to console / to be understood, as to understand / to be loved as to love / for it is in giving that we receive / it is in pardoning that we are pardoned / and it is in dying / that we are born to eternal life.

Amen.

(Prayer of St. Francis of Assisi)

PRAYER BEFORE CLASS

We offer Thee God,
Our studies and skills:
Enlighten our minds,
That we may know Thee and Thy Grace,
Move our hearts
That we may love Thee and each other.

PRAYER AFTER CLASS

We thank you O Lord for all the blessings you have bestowed on us this day. May we ever remain grateful to you. Help us to be good and dutiful children.

1. ABIDE WITH ME

Abide with me, fast falls the eventide
The darkness deepens, Lord with me abide.
When other helpers fail and comforts flee
Help of the helpers, O abide with me.

Swift to its close ebbs out life's little day
Earth's joys grow dim, its glories pass away
Change and decay in all around I see
O Thou who changes not, abide with me.

I need Thy presence every passing hour
What but thy grace can foil the tempter's power?
Who, like thyself, my guide and stay can be?
Through cloud and sunshine, Lord abide with me.

I fear no foe with Thee at hand to bless
Ills have no weight and tears no bitterness
Where is death's sting? Where, grave, thy victory?
I triumph still, if Thou abide with me.

Hold Thou Thy cross before my closing eyes
Shine through the gloom and point me to the skies
Heaven's morning breaks and earth's vain shadows flee
In life, in death, O Lord, abide with me.

2. BE WITH US MARY

Be with us Mary along the way,
Guide ev'ry step we take,
Lead us to Jesus, your loving son,
Come with us, Mary, come!

No man can live as an Island,
Journeying thru' life-along;
Since we're most loved by a mother,
Jesus gave us his own,

When Jesus met with rejection,
Mary stood by the cross
How can a mother desert her son ?
She'll also stand by us!

3. OPEN YOUR HEART

Open your heart (2)
Open your heart to Jesus.
He knocks today, do not delay
But open your heart to Jesus
 In to my heart (2)
 Come into my heart, Lord Jesus
 Come today, come in to stay
 Come into my heart, Lord Jesus.

He is in my heart (2)
He is in my heart forever.
He never goes this I know
He is in my heart forever.

4. MAKE ME A CHANNEL

Make me a channel of Your peace
Where there is hatred let me sow your love
Where there is injury, your pardon, Lord
And where there's doubt, true faith in you
O 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.
Make me a channel of Your peace.
Where there's despair in life, let me bring hope;
And where there's darkness, only light,
And where there's sadness ever joy;
Make me a channel of Your peace
It is in pardoning that we are pardoned;
In giving to all men that we receive;
And in dying that we're born to eternal life.

5. WITH YOU AS MY GUIDE

With you as my guide, I'll not want:
You are my Shepherd, Lord, nothing shall I fear.

1. In pastures fresh and green
 You give my soul repose;
 Near cool and restful waters,
 My spirit you revive
2. In vales of gloom and death,
 No evil shall I dread,
 Your strength and peaceful presence
 Will be my comfort sure.
3. A banquet you have spread,
 while foes in envy watch.
 My head you have anointed,
 My cup now overflows.
4. Your loving favour, Lord,
 Shall surely follow me
 Until one day in heaven
 Forever shall I dwell.

6. BIND US TOGETHER

**Bind us together, Lord, bind us together
with cords that cannot be broken.**

Bind us together, Lord (2)

Bind us together in love.

1. There is only one God, there is only one King,
There is only one Body, that is why we sing,
2. Though there are many branches,
There is only one vine,
We are one in Christ Jesus, that is why.....

7. AS THE DEER

1. As the deer pants for the water,
So my soul longs after you,
You alone are my heart's desire
And I long to worship You.
**You alone are my strength, my shield,
To You alone may my spirit yield,
You alone are my heart's desire
And I long to worship You.**
2. I want You more than gold and silver,
Only You can satisfy.
You alone are the real joy-giver,
And the apple of my eye.
3. You're my friend and You are my brother
Even though You are my Lord.
I love You more than any other,
So much more than anything.

8. SHOWERS OF BLESSING

1. There shall be showers of blessing
This is the promise of love
There shall be seasons, refreshing
Sent from the Saviour above

Showers of blessing

Showers of blessing we need

**Mercy drops 'round us are falling
But for the showers we plead**

2. There shall be showers of blessing
Precious reviving again
Over the hills and the valleys
Sound of abundance of rain

Showers of blessing

Showers of blessing we need

**Mercy drops 'round us are falling
But for the showers we plead**

3. There shall be showers of blessing
Oh, that today they might fall
Now as to God we're confessing
Now as on Jesus we call

Showers of blessing

Showers of blessing we need

**Mercy drops 'round us are falling
But for the showers we plead
Mercy drops 'round us are falling
But for the showers we plead**

9. शान्ति का दूत बना

शान्ति का दूत बना प्रभु जी
मुझे शान्ति का दूत बना प्रभु जी।
जहाँ हो घृणा वहाँ प्यार भरने
दिल के हर – हर घाव भरने

शंकित मन में विश्वास दीप जलाने
मुझे शान्ति का दूत बना प्रभुजी।
निराश मन में आशा जगाने
अंधियारे में ज्योति जलाने।

दुःख में आनन्द बहार लाने
मुझे शान्ति का दूत बना प्रभुजी।
दूँ मैं दिलासा, दिलासा न खोजूँ
समझा न जाऊँ सबको समझूँ।
निस्वार्थ मन से नित प्यार करने

मुझे शान्ति का दूत बना प्रभुजी।
सब कुछ देकर ही हम पाते हैं
क्षमा करके ही क्षमा पाते हैं।

मर मिटकर ही जीवन पाते हैं
मुझे शान्ति का दूत बना प्रभुजी।

11. तेरी है जमीं तेरा आसमाँ

तेरी है जमीं तेरा आसमाँ, तू बड़ा मेहरबान तू बखशिश कर
सभी का है तू सभी तेरे, खुदा मेरे तू बखशिश कर

1. तेरी मर्जी से ऐ मालिक, हम इस दुनियाँ में आये हैं
तेरी रहमत से हम सब ने, ये जिस्मों जाँ पाए हैं
तू अपनी नजर हम पर रखना, किस हाल में है ये खबर रखना
तेरी.....
2. तू चाहे तो हमें रखे, तू चाहे तो हमें मारे
तेरे आगे झुकाकर सिर, खड़े हैं आज हम सारे
तू सबसे बड़ी रहमत मालिक, तू चाहे तो हर आफत टाले
तेरी.....

(1972-2023)

Subject

Day

Date

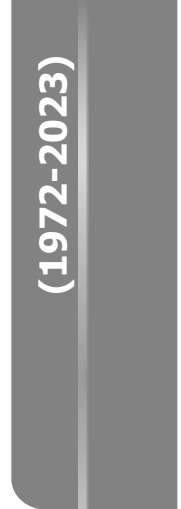
Subject

Day

Date



TEACHER'S APPRECIATION CORNER



(1972-2023)



LEAVE APPLICATION

Date.....

Master/Kum.Std. Div. needs day(s) leave
from to for (reason)

Granted : Class teacher.....

Your fatihfully

Principal.....

Parent/Guardian

Date.....

Master/Kum.Std. Div. needs day(s) leave
from to for (reason)

Granted : Class teacher.....

Your fatihfully

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(1972-2023)

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(1972-2023)

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Principal.....

Parent/Guardian

Date.....

Master/Kum.Std. Div. needs day(s) leave
from to for (reason)

Granted : Class teacher.....

Your fatihfully

Principal.....

Parent/Guardian

REGULARITY RECORD 2022-2023

Date	March	April	May	June	July	August
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						

LT = Late, AB = Absence, SK = Sick, HW = Home work not done, SD = Slovenly dressed.

(1972-2023)

(1972-2023)

REGULARITY RECORD 2022-2023						
Date	March	April	May	June	July	August
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						

LT = Late, AB = Absence, SK = Sick, HW = Home work not done, SD = Slovenly dressed.

REGULARITY RECORD 2022-2023

Date	September	October	November	December	January	February
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						
16						

LT = Late, AB = Absence, SK = Sick, HW = Home work not done, SD = Slovenly dressed.

(1972-2023)

(1972-2023)

REGULARITY RECORD 2022-2023

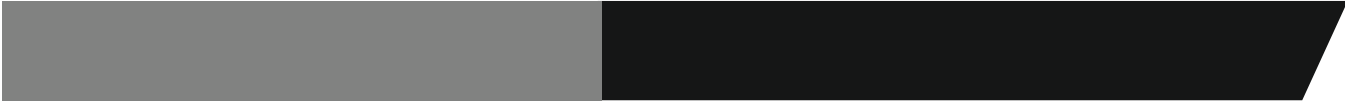
Date	September	October	November	December	January	February
17						
18						
19						
20						
21						
22						
23						
24						
25						
26						
27						
28						
29						
30						
31						

LT = Late, AB = Absence, SK = Sick, HW = Home work not done, SD = Slovenly dressed.



ASSESSMENT REPOT				
Subject				
English - I				
English - II				
Hindi				
Hindi - II				
Mathematics				
General Sc/EVS				
Physics				
Chemistry				
Biology				
Social Science/Commerce				
History & Civics / Accounts				
Geography				
Moral Science				
G.K.				
Computer/Economics				

(1972-2023)



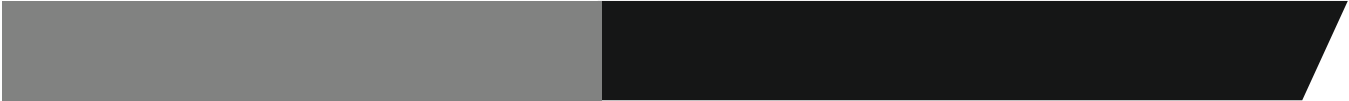
(1972-2023)

TIME TABLE						
	MON	TUE	WED	THU	FRI	SAT
I						
II						
III						
IV						
LUNCH BREAK						
V						
VI						
VII						
VIII						



TIME TABLE						
	MON	TUE	WED	THU	FRI	SAT
I						
II						
III						
IV						
LUNCH BREAK						
V						
VI						
VII						
VIII						

(1972-2023)



(1972-2023)

TIME TABLE						
	MON	TUE	WED	THU	FRI	SAT
I						
II						
III						
IV						
LUNCH BREAK						
V						
VI						
VII						
VIII						

Application for Transfer Certificate

To,

The Principal
St. Mary's School
Bijnor, U.P. - 246 701

Date.....

(1972-2023)

Respected Principal,

Please issue me the Transfer Certificate of my son/daughter. The necessary particulars are given :

Pupil's name in full.....

Class..... Sec. Roll No. Admission No.

Year of admission.....

Date of leaving.....

Reason for leaving.....

Name and place of the New School.....

Your faithfully
Parent/Guardian

For office use only :

1. All fees/dues have been paid.
2. Library books returned.
3. Name has been cancelled from Class Register.
4. School leaving certificate may be issued.

Office Assistant

Principal

SCHOOL PICNIC / TOUR

To,

Thr Principal
St. Mary's School
Bijnor, U.P. - 246 701

Date.....

Sub : School Picnic / Tour

Name of the Student : _____

Class : _____

Section : _____

Dear Rev. Sr. Principal

I hereby given my consent to my child to join in the Picnic/Tour arranged by the School. I shall not blame the School management for any untoward happening during the Picnic/Tour.

Date _____

Signature of the Parent

Parent's Address

Phone No. _____

WhatsApp No. _____

(1972-2023)

SCHOOL PICNIC / TOUR

To,

Rev. Sr. Principal
St. Mary's School
Bijnor, U.P. - 246 701

Date.....

Sub : School Picnic / Tour

Name of the Student : _____

Class : _____

Section : _____

Dear Rev. Sr. Principal

I hereby given my consent to my child to join in the Picnic/Tour arranged by the School. I shall not blame the School management for any untoward happening during the Picnic/Tour.

Date _____

Signature of the Parent

Parent's Address

Phone No. _____

WhatsApp No. _____

(1972-2023)

St. Mary's School, Bijnor
Statement Made by Parents/Guardian

Student's
Passport Size
Photograph

(1972-2023)

Student's Name.....

Sex Age DOB Blood Group

Class Section Admission No. School House

Aadhar No.

Father's Name & Profession

Mother's Name & Profession

Guardian's Name & Profession

Home Address

Office Address

Phone (Off).....(Res).....(Mob).....

Whatsapp Number of parents 1).....2).....

Name of own brothers and sisters studying in this school.

1.Class.....Sec.

2.Class.....Sec.

3.Class.....Sec.

I promise to abide by all the rules and regulations contained in this Handbook, and all the instructions which may be given by the Principal/Management from time to time and see that my child confirms to the standard required of him/her in conduct and studies.

Signatures of

Father

Mother

Guardian

Date.....

