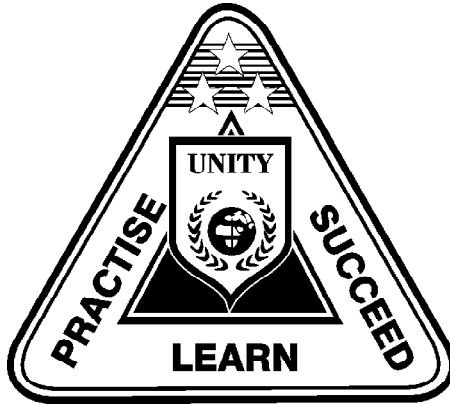


UNITY PUBLIC SCHOOL

CBSE Affiliation No. 1930241

(2022 - 2023)

(UNIT OF REACH)



Name: _____

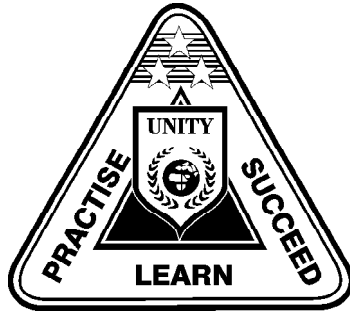
Class: _____

Roll No: _____

No. 109, Lake View Road,
Kottur,
Chennai - 600 085
Ph: 044 - 24451233
www.unitypublicschool.com
E-mail: unitypublic@unityschool.in

This handbook must be brought to school everyday

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OUR VISION

**"To Groom Children who will be
Academically Intelligent,
Morally Sound, Emotionally Strong,
Physically Vibrant and God-fearing"**

About Our School

Unity Public School, the first school established in 2004 by REACH (Repute Educational And Charitable Home) has evolved into a centre of excellence, to enhance the personality development, individual discipline, spiritual awakening and values in children. Our school is the first CBSE affiliated school in Chennai, which imparts quality education. Our school has been granted affiliation up to Class XII.

We believe in learning by observation and doing rather than rote learning and rigid textual teachings. The motto of our school is to explore and foster the force of self in every individual. We encourage our students to reflect upon every action and evaluate its worthiness towards the building of a 'Healthy Society'.

Academic excellence at Unity Public School does not solely depend on textbooks alone. SMART Classrooms, Interactive boards are used as key teaching aids. Activity based teaching with suitable equipments play a vital role in enhancing the analytical approach to the subjects taught. Self-study through research and project work is encouraged in order to facilitate circular learning.

We also believe in the overall development of the student. Therefore the curriculum encompasses co-curricular and extra-curricular activities like sports, literary activities, science fairs, environmental awareness programmes, health and physical fitness sessions, work education and value education etc.

“Young Leaders” the leadership development program by VLead Academy helps build & nurture the leadership qualities in children. Our focus is to prepare the younger generation with authentic leadership skills to play the role of torchbearers by their excellence in knowledge character and positive action.

We strive our best to ensure that the students are enriched with the right and the latest knowledge and be fully equipped to face the world.



Unity Public School

109, Lake View Road, Kottur, Chennai

Student's Particulars		
Name of the Student :		
Class :	Section :	Adm. No.:
		Date of Birth:
		Father
		Mother
Name		
Residential Address		
Phone : Landline:		
Mobile:		
Occupation:		
Occupational Address:		
Office Phone No:		
e-mail-id:		
Name of the brothers & sisters studying in the school , if any		
1. Name :	Class:	Sec:
2. Name :	Class:	Sec:
3. Name :	Class:	Sec:
Specimen Signature		
Father's Signature	Initial	
Mother's Signature	Initial	
To be filled in by the class teacher		
Class Roll No	Year of Admission :	
Second Language :	Third Language :	
Note : Any change of Address / Phone No / Mobile No / Email ID, please intimate to the school office in writing.		
Transport Details :		
Signature of the Parent :	Mother	
	Father	

School Prayer

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ

بِسْمِ اللَّهِ الرَّحْمَنِ الرَّحِيمِ ① الْحَمْدُ لِلَّهِ رَبِّ الْعَالَمِينَ ② الرَّحْمَنِ
الرَّحِيمِ ③ مَلِكِ يَوْمِ الدِّينِ ④ إِيَّاكَ نَعْبُدُ وَإِيَّاكَ نَسْتَعِينُ ⑤ أَهْدِنَا
الصِّرَاطَ الْمُسْتَقِيمَ ⑥ صِرَاطَ الَّذِينَ أَنْعَمْتَ عَلَيْهِمْ غَيْرِ الْمَغْضُوبِ
عَلَيْهِمْ وَلَا الضَّالِّينَ ⑦

In the Name of Allah, the Most Beneficent, the Most Merciful.

All praise & thanks be to Allah, Lord of the 'Alamin (mankind, jinns & all that exists)

The Most Beneficent, the Most Merciful

The only Owner of the Day of Recompense

You alone do we worship and You alone do we ask for help

Guide us to the straight way

The Way of those on whom You have bestowed Your Grace,

not (the way) of those who earned Your Anger,

nor of those who have gone astray.

Pledge to the Nation

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

I love my country and I am proud of
its rich and varied heritage.

I shall always strive to be worthy of it.

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

To my country and my people, I pledge my devotion.

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

National Anthem

Jana Gana mana adhinayaka jaya he

Bharatha bhagya vidhata

Punjaba Sindh Gujarata Marata

Dravida Utkala Vanga

Vindhya Himachala Yamuna Ganga

Uchchala Jaladhi taranga

Tava Subha name jage

Tava Subha ashisha mage

Gahe tavajaye gatha

Jana gana mangala –dhayaka jaya he

Bharatha B'hagya-vidhata

Jaya he, Jaya he, Jaya he

Jaya, Jaya, Jaya, Jaya, he!

How to use the Handbook

A. Guidelines to the Student:

- **It is mandatory for every student to carry the Handbook to school every day**
- The assignment /tasks given by the teachers have to be noted in the "Assignment Entry Page / Column"
- Every Student has to go through the handbook, understand the guidelines and act accordingly
- Student should carry handbook to the library

B. Guidelines to the Parents:

- Parents should treat the Handbook as an important document of their ward, and all particulars entered should be authentic.
- All the rules, regulations and guidelines should be thoroughly read, understood and followed in letter and spirit.
- All policies of the school have been framed in the interest of the student; hence they should be practiced without infringement, failure of which may be considered as a serious breach of promise.
- Parents should go through their ward's Handbook everyday and acknowledge the assignment given and ensure that their ward carries out and complete the task.
- Parents should acknowledge communication sent to them from the school by signing circular record in page no. 42.

OUR TEAM

Chairman:

Br. S. Ahamed Meeran

Correspondent:

Sr. Nihar Fathima

CEO:

Br.B.A.Nisar Ahmed Shariff

Principal:

Br. M. Humayun Kabir, M.Com., M.Ed., CIDTT.,

Vice Principals

Sr. N.Z. Sithi Nafisa, M.Sc., B.Ed [Senior]

Sr. Kubra Jabeen, M.Com., B.Ed [Junior]

Sr. M. Samsul Raigana, B.A., B.Ed., D.E.C.E [Primary]

Sr. K.M. Raisath Neesa, B.A., B.Ed., D.P.T.T [Pre-Primary]

Sr. M.I. Nisha B.Sc., M.A., M.Ed PG.DIP [Unity Kids, Primary]

Coordinators:

Br. Abdul Wakeel, MA, MBA [Senior]

Br. Md. Rahamathulla, B.A., B.Ed.,[Junior]

Department of English:

Sr. Katheeja Amreen, M.A., B.Ed.,

Sr. Ayesha Siddiqa, M.A., B.Ed.,

Sr. Azura Libani Sabrina Gomez M.A.,

Sr. Muhammed Ashadh G S H B.A., B.Ed.,

Sr. Ramya Sri M.A., B.Ed.,

Sr. Ayesha Siddiqa, B.Ed.,

Sr. Fareedha B.Sc., Montessori

Department of Hindi:

Sr. Suraiya Begum, B.A., D.El.Ed.,

Sr. Naghma Abbasi, M.A., D.El.Ed., DECE

Sr. Sangeetha Rao, B.A., B.Ed.,

Sr. Nishath Banu PRACHARAK

Department of Tamil:

Sr. Vairamuthu, M.A., B.Ed., DCS, Montessori
Sr. Anandhi, M.A., B.Ed.,
Br. Karthikeyan, M.A., B.Ed.,
Br. Sarvanan M.A.,
Sr. Jansi Violet, B.Lit., DPTT
Sr. Shekila Begam, B.A., DECE
Sr. Divya V, M.A., M.Phil., B.Ed.,

Department of Arabic:

Br. Shamim Ahamed, B.A., B.Ed.,
Br. Darvis Kalander Masthan, M.A. D.El.Ed.,
Br. Zaheer Ahmed, M.A.,
Br. Feroz Alam, M.A.,
Br. Mahfuzur Rahman, B.A.,
Br. Muhammad Qasim, M.A.,
Br. Sirajudeen, M.A.,
Br. Riyaz Ahmed, M.A.
Br. Aamir Habib, M.A., NET (Qualified).
Br. Monauwar Hussain, B.A.
Br. Abdul Jabbar, M.A.
Br. Abu Shahma, B.A.
Br. Mohammad Asif, B.A
Br. MdInamul Haque B.A., B.Ed.,
Sr. Dilshad Begum, M.A, M.Phil, D.El.Ed

Department of Mathematics:

Sr. Nazia Ali, M.Sc. B.Ed.
Sr. J. Rahamath Nisha, M.Sc,
Sr. Rani, M.Sc., B.Ed.,
Br. Tahir, M.Sc., B.Ed.,
Br. Shahbaaz Ahmed Shabbir Ahmed B.Com., B.Ed.,
Br. Syed Umar, M.Sc.,
Sr. S Aljezeera Banu M.Sc., B.Ed.,
Sr. Thasleem Akthar, B.Sc., B.Ed.,
Sr. Fathima Nargis A M.Sc.,
Sr. Mehazabeen H M.Sc.,
Sr. Rubina M.Sc., B.Ed.,
Br. Chinnaswamy M.Sc., B.Ed.,

Department of Science:

Sr. Jasmine Fathima, M.Sc., B.Ed.,
Br. Abdul Hameed, M.Sc., B.Ed.,
Sr. Khathija Banu, B.Sc., M.Phil., B.Ed.,
Sr. Zakira Nasreen M.Sc., B.Ed.,
Br. Kabeer M.E., D.El.Ed
Sr. Naveena R M.Sc.,
Sr. Sharmila M.Sc., M.Phil., B.Ed.,
Sr. Janaki R M.Sc.,
Sr. Nabisathul Ribaya M M.Sc., M.Phil., B.Ed.,
Sr. Ummu Habeeba M.Sc.,
Sr. Nisha Rajan B.Sc., B.Ed.,
Sr. Vincy Valarmathi, M.Sc., B.Ed.,

Department of Humanities:

Sr. Hameetha, M.Com., B.Ed.,
Sr. Jayanthi, M.B.M., M.Phil., B.Ed.,
Sr. Sajidha Banu, B.A., B.Ed.,
Br. Sickandar Lahith J MCA., M.TECH., M.Com., B.Ed.,
Br. Abdul Nasar, M.Com.,
Br. Sam Jeba Jeev B.A., B.Ed.,
Sr. Farheen Bathool, M.Sc.,
Sr. Farhana H, BCA.,
Sr. Jancy C D M.A., B.Ed.,

Department of Computer Science:

Br. Syed Ghouse Basha, BBA., M.C.A., PGDCA
Sr. Shajitha Begum, B.Sc., MCA
Sr. Arifa Begam A, B.E.,
Sr. JP Sheebha Nazli, B.E.,

Department of Physical Education:

Sr. Zohara Begum, H.P.Ed.,
Sr. Viji (Martial Art - Girls)
Sr. D. Divya, B.P.Ed.,
Br. Jabi Sharif, B.P.Ed.,
Sr. Kulusumbi, B.A., M.P.Ed.,

Department of Value Education:

Sr. Gousunnissa, M.S., M.A., M.Phil., B.Ed.,
Sr. Kulsoom, B.E.S., M.Sc., DECE
Sr. Hakeemunisa D.El.Ed.,
Sr. Naseema Banu BBA
Sr. Ayesha Sultana, BAIS.,

Primary Teachers:

Sr. Pemila, M.A., B.Ed.,
Sr. S Rahamath Nisha, M.B.A., D.El.Ed.,
Sr. D. Yasmeen Sultana, B.E.,
Sr. Ayesha Banu B.A., AD.EL.ED., B.Ed.,
Sr. Naseema Banu B.A., B.Ed.,
Sr. Mariam Jameela B.Sc., B.Ed.,
Sr. M. Rehana M.Sc., B.Ed.,
Sr. Reshma H B.Sc.,

Pre Primary Teachers:

Sr. Nabeesa Begum, M.Com., B.Ed., DECE
Sr. Rajeshwari, B.A., B.Ed., Montessori
Sr. G. Shakila Banu, B.A., PPSM
Sr. Reshma Begum, B.C.A., B.Ed.,
Sr. Sheerin Rizwana Vasila B.A., B.Ed., NTT.,
Sr. Shafeea, B.Sc., B.Ed., ADMT
Sr. Nagoor Ammal, B.SC, D.EL.ED,
Sr. Nelofer Tazeen B.Com., D.EL.ED,
Sr. Fathima Nisha B.Tech
Sr. Humera Banu B.A., B.Ed.,
Sr. M. Ghousia Begum B.Sc., B.ED., PGDECE
Sr. Mubeen Sultana M.Sc.,
Sr. Kishver Nisha B.A., Montessori

Special Educator

Sr. H Rumana Fathima B.Sc.,

Department of Tahfeeth:

Hafiz, Qari Mohammad Irshad, B.A., Urdu
Hafiz, Qari Md. Rizwan
Hafiz, Qari Mohammed Arshad, B.A., Urdu
Hafiz, Qari Muhammed Zaid, B.A., Urdu
Hafiz, QariTaufeeque Ahmed Khan
Hafiz, QariMuhammad Imran
Hafiz, Qari Muhammad Akram
Hafiz, Qari Nazirudddin
Hafiz, Abdul Aziz
Hafiz, Qari Reyaz Ahmad ,M.A URDU, D.El.Ed
Hafiz, Abdul Mobin
Hafiz, Md. Tameem
Hafiz, Qari Md Shahid Ansari
Hafiz, Mohammed Ejaz

Hafiz, Mohammad Farhan
Hafiz, Mohammad. Imran Y M.A URDU, D.El.Ed
Hafiz, Vaseeullah
Hafiz, QariAbdurRahman B.A Urdu
Qari Mohammed Rasheed B.A
Hafiz, Qari Muhammad Umar B.A Arabic ,M.A Urdu
Hafiz, Faisal khan
Hafiz, Mohammad Ehsan B.A, D.El.Ed
Hafiz, Qari Zakir Hussain T K B.A Arabic
Hafiz, Qari Abdul Mannan B.A Arabic
Hafiz, Mohammad Shakir
Hafiz, MohdAsad
Hafiz, Md Adnaan B.Sc. In Math
Hafiz, Kunju Mohammad Faizan B.A Arabic
Hafiz, Mohammad Siddiq
Hafiz, Ameerullah Ansari
Hafiz, Mahammad Imran I B.A Arabic
Hafiz, Qari Akhtarul Islam B.A Urdu
Hafiz, Shafeeullah M
Hafiz, Qari Md Irfan
Hafiz, UmranBasha
Hafiz, Mohammad Ammar B.A,M.A
Hafiz, Shahid Ansari R B.A
Hafizah, SAyaraKhatoon

Library :

Br. Mohammed Shaki, M.L.I.S.,

Office Team

MANAGER - ADMINISTRATION & HR Head:

Br. S. Tamimoul Ansari, B.E., P.G. D.B.M., P.G.D.HRM.,DELFI

Administration Team:

Br. Syed Liyakath Ali, B.Com., M.C.A., - P.M.I.T.,
Br. K. Kamalthin, M.B.A., - Accountants In-charge
Sr. S. Mariam Banu, B.A., DCA - Resource In-charge
Br. K. Mohammed Hussain, MLT - Transport In-charge
Br. Mohammed Yusuf, B.C.A., - Students Records Incharge
Br. Syed Sirajudeen, B.C.A., B.Ed., - IT In-charge
Br. Masood - Receptionist
Sr. Fathima, B.Sc., Store Assistant
Sr. Mohamed Fathima - Canteen Assistant
Br. Abdul Rahim - Electrician
Sr. Benazir, M.Sc. - Lab Assistant
Sr. Abidha, Lab Assistant
Sr. Nazeema - M.B.A. - Librarian Assistant

Unity Kids

Sr. A. Shakila Banu, M.Sc., B.Ed.,
Sr. Syed Ali Fathima, B.Sc., D.El.Ed
Sr. Saranya, B.Sc., M.B.A., D.El.Ed., Montessori
Sr. Anitha, B.E., B.Ed., Montessori
Sr. Azhira Bashir, BCA.,
Sr. Arsheen Fathima, B.com., D.El.Ed
Sr. Anis Fathima B.com., MCA.,
Sr. Ashfia Thaibi, B.SC.,
Sr. Sulthania Bhanu M.Sc.,
Sr. Mehrunnisa RASTRA BASHA, POORVARDH
Sr. Irshath Banu B.A.,
Sr. Shabana Sultana M.Sc.,
Sr. Noorul Fouzia M.Sc.,
Sr. Amreen Begum I BAIS
Hafiz, Niyamathullah, B.AArabic., D.El.Ed, DCA
Br.Mohammed Yasir B.A Arabic
Hafiz, Abdul Aleem, B.A., Arabic
Hafiz, QariAnikul Islam, B.A., Arabic
Hafiz, Dilshad Rabi B.A Urdu.,
Hafiz, T V Maqbool Ahmed B.A Arabic., DCA
Hafiz, Qari Gayasuddeen Wasi Ahmed Sheikh
Hafiz, Raees Ahmad B.A Urdu
Hafiz, Mahfuzur Rahman B.A. Urdu
Sr. Mubina, B.Sc., M.C.A., D.El.Ed, (Office Asst.)
Sr. Nazreen Banu B.com., (Office Asst.)

Academic Programme

The school goes beyond the prescribed syllabus in preparing students as future leaders of the country.

Care has been taken to devise a curriculum that maximizes progress in multiple dimensions such as intellectual, spiritual, emotional, physical, cultural and artistic. It sets a new trend for excellence in learning by emphasizing vocabulary development, language structure, reading, comprehension, creative writing and providing them with the opportunity to review and reinforce concepts and inculcate skills. Curriculum ensures that teaching promotes self – learning which is everlasting. Activity based learning is emphasized for which the students are sent for educational outing based on their syllabi.

Curriculum

The school offers a quality education, taking into consideration the aspirations and needs of the student community at present. The curriculum combines a variety of courses in Languages, Mathematics, Sciences and Humanities to develop a desired learning outcome. English is the medium of instruction. Arabic, Tamil and Hindi are taught as Compulsory subjects. In addition, students engage themselves in Project works of various subjects. They also visit places of academic interest. Leadership quality Program is offered to develop leadership skills. Value education is taught to inculcate moral and spiritual values at all levels.

- **Pre- Primary Level**

This level of schooling comprises classes from LKG to I. We work on the development of the fine motor and gross motor skills of the child. We nurture the tiny tots to converse in English. The Pre – Primary Programme prepares the students for the Primary Level education.

- **Primary Level**

This level of schooling comprises classes from II to IV. We offer Primary Programme to develop knowledge & skills in English, Arabic, Tamil, Hindi, Mathematics, Environmental Science, Drawing & Painting and Physical Education. The Primary Programme prepares students for Junior Level education.

- **Junior Level**

This Level comprises Classes from V to VII. Students learn English, Arabic, Tamil, Hindi, Mathematics, Science and Social Science as compulsory subjects. Computer Science are taught as additional subject. They are also trained in Art & Craft, Work Education, Physical Education and Martial Arts.

Secondary and Senior Secondary Level

Classes VIII to X comes under the Secondary Level. Students learn English, Arabic, Tamil / Hindi, Mathematics, Science and Social Science as compulsory subjects. Computer Science, Work Education, Physical education and Martial Art are taught as additional subjects.

Classes XI and XII comes under the Senior Secondary Level. Students have various options to select the group of subjects as per their interest and choice. **The school offers the following five groups:**

Group I: Mathematics/Physical Education, Physics, Chemistry and Biology

Group II: Mathematics, Physics, Chemistry and Computer Science

Group III: Home Science, Physics, Chemistry and Biology

Group IV: Mathematics/Physical Education, Accountancy, Business Studies and Economics

Group V: Accountancy, Business Studies, Economics and Informatics Practices

English and Arabic are offered as compulsory subjects.

Note : Physical Education and Group 2 are offered for Boys only & Group 3 is offered for Girls only.

REMEDIAL CARE

Our school in collaboration with MDA had set up a resource room to support the students with mild learning difficulties. Teachers trained by MDA facilitate the children to reach their potential.

In remedial teaching, a variety of approaches and materials are used to find new ways to address the topic that needs to be taught. Each student's skill or ability is improved through this special programme.

Evaluation and Assessment

System of Assessment for Classes LKG-II

The school follows a continuous and comprehensive Evaluation system. Accordingly students are assessed and reports are generated term wise (2 midterms and 2 terminals) in a year.

System of Assessment for Classes III to VIII

Scholastic Area: The assessment structure and examination for classes III to VIII is given below:

Subjects	TERM-I (100 marks) (1st half of the session) 20 marks periodic Assessment + 80 marks for Half Yearly Exam		TERM-II (100 marks) (2nd half of the session) 20 marks periodic Assessment + 80 marks for Yearly Exam	
	PA 20 marks	Half Yearly Exam	PA 20 marks	Yearly Exam
English	Periodic Test 10 marks with syllabus covered till announcement of test dates by school	Written exam for 80 marks with syllabus covered till announcement of Half yearly exam dates by school	Periodic Test 10 marks with syllabus covered till announcement of test dates by school	Written exam for 80 marks with syllabus coverage as below:
Tamil				Class I - V: Entire syllabus of 2 nd term only
Hindi	Note Book Submission 5 marks at term - end			Class VI: 10% of 1st term covering significant topics + entire syllabus of 2 nd term
Arabic	(This will cover: ➤ Regularity ➤ Assignment Completion ➤ Neatness & upkeep of notebook)			Class VII: 20% of 1st term covering significant topics + entire syllabus of 2 nd term
Mathematics				Class VIII: 30% of 1st term covering significant topics + entire syllabus of 2 nd term
Science	Sub Enrichment 5 marks at term- end. (This will cover:			
Social Science	Speaking and listening skills Practical Lab work, Map Work and Project Work)			Subject Enrichment activities 5 marks at term-end

System of Assessment for Classes IX & X:

Scholastic Area: The assessment structure and examination for classes IX & X is given below:

		Total 100 marks		
		(Syllabus for assessment will be only for Class-X)		
Subjects	80 Marks (Board Examination) Student has to secure 33% marks out of 80 marks in each subject	20 Marks (Internal Assessment) Student has to secure 33% marks out of overall 20 marks earmarked in each subject		
		Periodic Test (10 Marks)	Notebook Submission (5 Marks)	Subject Enrichment Activity (5 Marks)
		(i)	(ii)	(iii)
English	Board will conduct Class-X Examination for 80 marks in each subject covering 100% syllabus of the subject of Class-X only.	Periodic written Test, restricted to three in each subject in an Academic Year. Average of the best two tests to be taken for final marks submission	This will cover: <ul style="list-style-type: none"> ➤ Regularity ➤ Assignment Completion ➤ Neatness & upkeep of notebook 	This will cover: <ul style="list-style-type: none"> ➤ Speaking and listening skills ➤ Practical Lab work ➤ Maths Lab Practical
Tamil/Hindi				
Science	Marks and Grades both will be awarded for individual subjects.			
Mathematics				
Social Science	9 - Point grading will be same as followed by the board in Class XII.			
Arabic				

BOARD EXAMINATIONS

Students are also prepared for the following examinations:

1. All India Secondary School Examination (Class X) conducted by the CBSE, Delhi
2. All India Senior School Certificate Examination (Class XII) conducted by the CBSE, Delhi

COMMENDATION CERTIFICATES

These certificates are awarded to students based on the following performances:

Academic Excellence

Note: Students who secure Grade 'A+' (above 95%) and above in all main subjects of all the assessments throughout the academic year will get commendation certificate under Academic Excellence

- Excellent Sporting Achievement.
- Excellent achievement in clubs, activities or cultural competitions.
- Excellent achievement in Quran recitation or Hifz.
- Outstanding conduct.
- Excellent community service.
- Outstanding act of bravery, selfless service to an individual, group or organization.
- Any act by an individual which may bring great credit to that individual or to UPS.
- Great kindness shown to individuals or animals in distress.
- Any other outstanding act or achievement brought to the notice of the UPS Management team.

General Proficiency Award

Classes I - IX & XI : Topper in the total of all the examinations in all main subjects

Classes X & XII : First three toppers in the Board Exam

100 % Attendance Award

Classes LKG - XII : Full attendance on all working days

Co-scholastic Activities

We believe in the holistic development of the child. The objective of equipping the child for life to meet both its challenges and crises needs a totally varied educational programme outside the four walls of a classroom. Students are assessed and graded termwise on 3 point grading scale (A : Outstanding, B : Very good, C : Fair) The aspect of regularity sincere participation, output and teamwork are the generic criteria for grading. We encourage our students to participate in any one of the activities given under each category.

(A) WORK EDUCATION

Work Education refers to skill based activity resulting in goods or services useful to the community.

Philately, Vocal Music, Art & Craft, Photography, First Aid, Wealth out of Waste, Repair & Maintenance, Computer Maintenance, Soap, Phenol etc making, Managing Family Budget, Computer Applications, Preparation of Masalas, Typewriting, Mushroom Cultivation for Consumption, Food Preservation, Home Management & Interior decoration, Hand embroidery, Raising of flowers, Plant & Seedings in nurseries.

(B) ART EDUCATION (VISUAL & PERFORMING ART)

(C) HEALTH AND PHYSICAL EDUCATION

Volley ball, Badminton, Basket ball, Throw ball, Kho-kho, Table tennis, Kabadi, Tennikoit, Hand ball and Martial Arts.

Rules and Regulations

A. School Timing

LKG 07:50 AM to 12:25 PM

UKG to XII 07:50 AM to 03.25 PM

- If any of the working day is declared as holiday by the Government or on the basis of requirement, specified Saturday will be declared as working day.
- The school may conduct any special programme at other times if it is necessary for the welfare of the student.

B. School Uniform Policy

- It is mandatory for every student to adhere to the dress code of the School.
- The student is advised to strictly wash and iron the uniform. Any irregularity in uniform will not be encouraged.
- Students are not encouraged to wear colour dress and slippers to school

Boys:

- Comfort Fit

LKG toV: Half Sleeves	Std VI to XII: Full sleeves, without any cuffs. Length to be upto the wrist bone. Sleeves to be loose enough to facilitate performing wudu.
------------------------------	--

- Regular - Fit only (No pleats)
- Length of the Pants should be above the ankle. If required, kindly have additional cloth folded to accommodate the length in case the child grows taller.

Note :

- Tight fit, Pencil Fit, baggies and low-hip stitch are strictly not allowed.
- Please look at the sample dress displayed in the store.
- Any violation of school uniform code will lead to consequence as per the school discipline policy.

Girls:

- The girl's salwar tops should be full sleeved and loose
- The pants should be loose and lengthy enough to cover the ankles.
- The head scarf should be worn in such a way that it conceals the hair properly.
- It is mandatory for all the Muslim students studying in class VI and above to wear the Abhayah (Outer garment). It should be loose and lengthy enough to cover the ankles
- Use of *Mehandi*, perfume, jewellery and facial beautification is strictly not allowed
- Non-Muslim students are exempted from wearing the Abayah and the head scarf

SCHOOL UNIFORM		
CLASS	BOYS	GIRLS
LKG to V	LIGHT BLUE HALF SLEEVED SHIRT BLACK PANT BLACK SOCKS BLACK DOUBLE VELCRO SHOES / BLACK CANVAS (For PE)	LIGHT BLUE HALF SLEEVED KAMEEZ (LKG to III) LIGHT BLUE FULL SLEEVED KAMEEZ (IV & V) BLACK SALWAR BLACK SCARF BLACK SOCKS BLACK SINGLE VELCRO SHOES / BLACK CANVAS (For PE)
VI to XII	LIGHT BLUE FULL SLEEVED SHIRT BLACK PANT BLACK SOCKS BLACK SHOES / BLACK CANVAS (For PE)	BLACK ABAYA LIGHT BLUE HALF SLEEVED KAMEEZ BLACK SALWAR BLACK SCARF BLACK SOCKS BLACK SHOES / BLACK CANVAS (For PE)
NOTE: BOYS SHIRT SHOULD NOT BE TUCKED IN		

C. Payment of fees

- School Fee along with Conveyance charges for those students who are using bus facility are payable for twelve calendar months of the year.
- Payment of fees can be made in the form of Cheque/DD/online.
- Fee once paid will not be refunded.
- Please preserve the fee receipt and to be produced for verification as and when required by school authorities.
- The parents can pay the school fee either annually or in four installments as per the Payment schedule given below :

Payment Schedule

S.No.	Installment Details	Last date for payment
1	Ist Installment	on or before 30th of April
2	IIInd Installment	on or before 20th of July
3	IIIrd Installment	on or before 20th of October
4	IVth Installment	on or before 20th of January

D. Rules of Leave, Absence & late arrival.

- Every Student should maintain 80% of attendance in a year. Any violation of this rule may disqualify a pupil from being promoted to the next class or being sent for public examinations.
- Attendance on the re-opening day after any occasional, terminal and annual holidays is compulsory
- Application for leave of absence should be made by the parent or guardian of the student and addressed to the class teacher if it is not exceeding two days and to the Principal if it is for a longer period
- No pupil shall absent himself /herself without obtaining prior sanction of leave from the class teacher except in the cases of unforeseen circumstances. In such cases the application for leave shall be sent to the class teacher on the first day of their presence
- Attendance on working Saturdays is compulsory.

D.1. Late arrival to school

- Coming late to school will not be entertained. School gates are closed at 8.15 am. Late comers will be excused only three times in a year with valid reasons. If late attendance exceeds for more than three days, they will be allowed to enter the classroom after explaining the reasons to the Principal.

D.2. Student responsibility :

- Students are responsible for making up all incomplete work due to their leave / absence.
- If absent for two or more consecutive days for medical reasons or any other reason, the parent should meet the Principal in person, preferably with the medical certificate.

D.3. Health and Hygiene :

- Students returning to school after suffering from an infectious or contagious disease are to produce a doctor's certificate permitting them to do so.
- Student suffering from the following diseases must observe the prescribed period of quarantine before returning to the class:
 1. Chicken Pox - Until the scabs fall completely.
 2. Cholera - Until the child recovers
 3. Measles - Two weeks after the rash disappears
 4. Mumps - Until the swelling has gone
 5. Whooping Cough - Six Weeks
 6. Viral Fever - 3-5 days

E. Withdrawals and Issue of T.C:

- Withdrawal of students during the school academic year is not advised. However, parents willing to withdraw the student at the end of an academic year must submit an *application for T.C in written format on or before 31st December*.
- Parents who withdraw their TC requisition due to their personal reasons will have to pay readmission fee and those parents who apply for TC after 1st January will have to pay first term fee.

- No T.C will be issued unless all the arrears due to the school are paid in full.
- Duplicate copies of T.C will not be issued.

F. Discipline

The following activities are strictly forbidden in the school.

- Scribbling on the walls or damaging school property
- Use of regional language (Tamil / Hindi / Urdu / Malayalam etc.)
- Spitting in or near the school buildings
- Disfiguring or damaging any school property
- Use of chewing gums
- Speaking to the opposite gender
- Malpractices during examinations
- Violent and rude behavior
- Possession and usage of mobile phones and other such electronic devices.
If seized it will be returned at the end of the academic year only.
- Skipping Salah
- Disrespecting teachers, office staff and helpers

In case of reported misconduct, the following steps will be taken by the school:

- In the first instance of misconduct, the student will be counseled by the respective teacher/class teacher .
- In the Second instance, student will be referred to the school Counselor and the matter will be informed to the Vice Principal and parents as a warning.
- In the third instance, student will be issued a disciplinary slip and the matter will be brought to the notice of the Parents and Principal.
- On the receipt of two disciplinary slips, the student will be suspended for a certain period or expelled from the school depending on the nature of misconduct.

G. General Guidelines

- Education starts primarily at home and hence parents are expected to co-operate with the school with regard to their child's integral growth.
- Parents should be good role models.
- Parents are requested to respect the school's policy on child's behaviour and disciplinary actions.
- Since the medium of instruction is English, conversing in English is mandatory for all students. This habit should be encouraged at home too by the way of conversation and newspaper reading.

- Parents are discouraged from bringing lunch to their wards in the afternoon.
- Report cards should only be signed by the parents/ guardian.
- Parents will not be allowed to meet/see their wards during school working hours as students are encouraged to be more responsible and independent
- School does not encourage celebration of birthdays. Hence wearing of color dress, distribution of sweets for this reason is not entertained
- Parents should compulsorily attend the parent-teacher meeting or any other seminars conducted by the school
- The school wishes the parents to maintain a good rapport with the principal and staff and to be courteous when they visit the school.
- It would be appreciated, if parents could telephone the school on all routine matters during office hours.
- Parents can meet the Class teacher/Subject Teachers/Coordinator/ Vice Principal/Principal only on permitted visiting hours and not during class hours.
- Support school officials in their efforts to develop and maintain a well disciplined school.
- Share the responsibility with the school for the betterment of the student's conduct.

Provide the following to support the academic programme of the school

- A nourishing breakfast to your child in the morning without fail.
- Ensure adequate lunch, snacks, drinking water, spoon and napkin are provided.
- Well sharpened pencils, pens, covered note books and books.
- Press uniforms on a daily basis
- Avoid outings during the term to ensure regular attendance at school.
- Ensure a good night sleep by avoiding TV viewing by your child.
- Discuss with your children regarding their studies.
- Talk to the children about events that happen in the country and around the world and take children out to places of interest.
- Forbid your child from wearing costly jewellery or expensive watches or colourful bands or clips to school.
- The school will take no responsibility for any loss or damage to the above mentioned and other relevant private property.
- Breaching of rules will invite stern disciplinary action as determined by the school authorities.

School Policies

Unity Public School provides an Islamic atmosphere where learning is a pleasure for every child. It has implemented the following policies to maintain a happy school for all students. They are

- Admission Policy
- Discipline policy
- Child protection policy
- Bullying policy, Complaints procedure and Procedures for punishment.

Admission Policy:

Admissions are open in Classes LKG and XI. However, it depends on the availability of vacancies in every class.

Admission to the school is open to all boys and girls irrespective of caste, race, creed, colour community, background or physical disability based on the entrance examination and interview.

Registrations for admission are usually made in the month of January every year. Admissions are confirmed subject to the rules and regulations of the CBSE and Government of Tamilnadu.

Minimum age for admission in class LKG is 3+ years.

Children with physical, but not mental disability may be admitted.

A balance of boys / girls will be maintained.

The medium of instruction will be English and great care is taken to develop fluency and accuracy in the language.

Discipline Policy

Teachers play an active role as guides and mentors. They motivate, praise, and acknowledge good student behaviour in maintaining a happy school environment. Students are expected to act in a courteous, responsible manner at all times.

Coming late to school or class is considered a serious offence. Every student is expected to complete the works/assignments given by teachers on time. Damage done to the buildings, furniture, library books, sports equipment etc., must be compensated by the person responsible for causing the damage.

The school authorities reserve the right to take the appropriate disciplinary action including dismissal / suspension against the student whose conduct is detrimental to the moral tone, discipline and educative atmosphere of the school.

Child Protection Policy

Action by children:

Any child who believes he or she is being physically or sexually abused by anyone should immediately tell someone about it.

They should tell their:

- Mother / Father / a school friend
Or
- The Class teacher / Vice Principal / Principal / CEO
Or
- Ring child line on 1098 and tell them.

Always tell someone, so you can get help quickly.

Policy in the event of bullying

Unity Public school is known to be a happy caring school and so any cases of bullying will be viewed very seriously. Bullying includes any form of behaviour that causes physical or mental pain to another student. It may be expressed in the form of verbal abuse, using bad words, referring to ones background disrespectfully, making fun of other's appearance and impairments, pinching, pushing, pulling, hitting, breaking and damaging other's personal possessions.

Complaints procedure

There is a proper procedure for any complaint. The child should first speak to his or her class teacher or the respective Vice Principal. Children may also have an access to the Principal, if they wish to make a formal complaint.

Procedures for Disciplining

If a student commits any mistake even if it is a minor form of bullying, the class teacher can make the particular student stand at the back of the class for the entire period. If the same is repeated the matter will be informed to the parent through student's hand book and brought to the notice of the respective Vice Principal. A case will be registered in the punishment register. If it occurs again, it will be informed to the Principal who will either warn or counsel the student appropriately and issue Blue card in the presence of the parent. If the mistake/incident is repeated further, the parent is informed of the matter through the dispatch of a red card and the same is recorded in the punishment register. From that day onwards the Principal is empowered to suspend or dismiss the student.

School Transport Service

Transport Facility :

The school transport facility is available on selected routes only. Application for this facility can be submitted in the prescribed form with the required details to the Transport Department. This facility is subject to the availability of space in the bus opted for. Buses will ply through their regular routes and this will not be changed to individual needs. The school bus facility cannot be demanded as a matter of right. The Transport Department reserves the right to disallow any student from availing the bus facility for any justifiable reasons at their own discretion.

Rules & Regulations :

- Providing bus facility is not mandatory on the school. The bus facility is provided as a convenience and all possible care is taken to make the bus facility safe for the student. However, the school will not be responsible for any unforeseen incident.
- Buses will ply in accordance with routes chalked out by the school.
- Bus Facility is available for both ways only. One way is not allowed.
- Students should be present at their respective pickup point as per their schedule time. The transport dept reserves the rights to allot the stops.
- Parents are requested to bring/send their children 10 minutes ahead of the schedule pick up time.
- At times when the bus reaches the pickup point ahead of the scheduled time, the bus will wait till the students turn up or till the scheduled time of that particular pickup point whichever is earlier. No complaints will be entertained by the management in this regard.
- The parents should not disturb the attender or aunty to do works like paying the school fees and feeding the children.
- Unruly and disruptive behaviour in the bus, such as pushing one another, fighting for the seats, using foul language, conversing in mother tongue, teasing passersby, damage to the bus property etc., will lead to disciplinary action including withdrawal of bus facility.
- Students are not allowed to board any bus other than the one allotted to them.

- Parents are requested to inform the school authorities in writing if they wish to bring /take their wards, who avail transport facility.
- Transport fee once paid will not be refunded.
- Students will be dropped at specified points and not at the door step.
- Fee defaulters will not be allowed to use the bus facility.
- Discontinuation of bus facility will only be allowed term wise.
- Discontinuation of school bus service by the student should be informed to transport in charge a month in advance.
- While considering the request for a change of location /route, bus facility will be provided subject to availability of space in the bus.
- Complaint if any has to be addressed only to the transport in-charge; not to either bus driver or to the attender for any reasons what so ever.
- If the school organizes any special class or programme for the benefit of the students, no school transport will be provided.
- Parents are instructed to give their current contact numbers to the transport in charge at school office..
- Dua should be compulsorily recited while boarding the bus both in the morning and evening times.
- Please cooperate with the drivers and attendants if there is mismatch of timings due to unforeseen incidents.

The following guidelines are to be adhered by parents of L.K.G to STD III.

- A parent / adult of the family should be present at the pickup and the drop point everyday for students up to Standard III.
- In case the parent is not available at the stop, the bus attender will hand over the child to the eldest student getting down at the stop, after intimating the parents over phone.
- If the child is alone and the parent is not available at the stop, then he/she will be brought back to school and the child needs to be picked up from school by a family member.

Office Timings

- a) School Office : 8:30 am – 4:00 pm
- b) Fee Counter : 8:30 am – 3:00 pm

Visiting Hours for Parents

- a) Meeting the Principal : 9:00 am – 10:00 am
- b) Vice Principal : 3:30 pm - 4:00 pm
on all working days.
- c) Class Teacher : 3:40 pm – 4:00 pm
(Tue, Wed, Thu)

Note : To meet the Principal, please take prior appointment at the reception.

INSTRUCTIONS TO THE STUDENTS

1. Monthly hair cut has to be done by boys.
2. Nails to be trimmed weekly, Boys / girls are not allowed to grow their nails.
3. Daily bath is compulsory for all students
4. Shirt Buttons should not be kept open.
5. Personal hygiene to be maintained.
6. Dyeing of hair or using hair jel is not permitted.
7. Hairstyle should be according to the norms of the school.
8. Designs, lines, arts, writings, patchings, paintings or pictures on pants or shirts are not allowed.
9. Girl students should tie their hair in a single plait.
10. No pony tails no loose hair is allowed in the school campus.
11. Students are not allowed to wear gold ornaments or any other type in the School and are not allowed to bring any electronic items to the school.

12. Children are not allowed to bring and use mobile phone in the campus.
13. Wearing uniforms during school hours is compulsory.
14. Low waist pants, slim fit, pencil fit, will not be permitted in campus.
15. Using coloured contact lens is strictly prohibited.
16. Bringing & using of chewing gums, pan parag, alcohol, tobacco item, drugs & soft drinks etc. to the school campus is strictly prohibited.
17. Tattooing is strictly prohibited.

We agree to abide by the above instructions.

My Duties & Responsibilities

- ✓ I shall be punctual and regular to school.
- ✓ I shall come to school neat and tidy with proper uniform, polished shoes, clean socks, and combed hair.
- ✓ In school, I shall attend to my class-work diligently.
- ✓ I shall do my home-work regularly.
- ✓ I shall arrange my books and note - books according to the time table before I start for school.
- ✓ I shall not tear sheets of paper from my note-books.
- ✓ I shall not give text and note-books to others or take from others without the permission of the teachers.
- ✓ I shall take part in all the school activities.
- ✓ I shall maintain discipline and keep up the reputation of my school.
- ✓ **I SHALL ALWAYS SPEAK IN ENGLISH**
- ✓ I shall always be obedient to my teachers.
- ✓ I shall carry out the duties / tasks assigned to me sincerely.
- ✓ I shall work for myself and not just for the teachers.
- ✓ I shall not resort to any kind of misbehaviour with my classmates, teachers and other staff of the school.

- ✓ I shall not cause harm to anyone by my tongue or by my hands.
- ✓ I shall not waste water, electricity and damage other school properties.
- ✓ I shall always strive to do my best in all my endeavours and live up to the expectations of my school.
- ✓ I shall respect my teachers, parents and elders.
- ✓ I shall behave in an Islamic way fearing Allah at all times.

STUDENT'S DECLARATION

I have thoroughly read the rules and regulations of the school and hereby declare that I shall abide by them without any infringement.

Name of the student :

Class :

Section :

Date :

Signature of the Parent/Guardian

Signature of the Student

Daily Schedule

No. of periods	Time	Schedule
	7:50 am	Reporting Time
	8:00 - 8:10 am	Assembly
1	8:15 - 8:55 am	1st Period
2.	8:55 - 9:35 am	2nd Period
3	9:35 - 10:15 am	3rd Period
Break	10:15 - 10:25 am	Morning Break
4	10:25 - 11:05 am	4th Period
5	11:05 - 11:45 am	5th Period
6	11:45 - 12:25 pm	6th Period
Break	12:25 - 1:20 pm	Lunch & Salah
7	1:20 - 2:00 pm	7th Period
8	2:00 - 2:40 pm	8th Period
9	2:40 - 3:20 pm	9th Period
10	3:20 - 3:25 pm	Diary Period
11	3.25 pm	Dispersal

REMARKS:

TIME TABLE FOR MID TERM I (2022-23)

DATE	DAY	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
28.07.22	THURSDAY	MATH	EVS	MATH	SCIENCE	SOCIAL	MATH
29.07.22	FRIDAY	ARABIC	ENGLISH	HINDI	TAMIL	HINDI	TAMIL
01.08.22	MONDAY	EVS	MATH	EVS	MATH	SCIENCE	SOCIAL
02.08.22	TUESDAY	TAMIL	ARABIC	ENGLISH	ARABIC	TAMIL	ENGLISH
03.08.22	WEDNESDAY	HINDI	TAMIL	ARABIC	HINDI	ARABIC	SCIENCE
04.08.22	THURSDAY	ENGLISH	HINDI	Regular Classes	ENGLISH	ENGLISH	HINDI
05.08.22	FRIDAY	NA	NA	TAMIL	SOCIAL	MATH	ARABIC

TIME TABLE FOR TERM I (2022-23)

DATE	DAY	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
12.10.22	WEDNESDAY	EVS	MATH	EVS	MATH	SCIENCE	SCIENCE
13.10.22	THURSDAY	HINDI	HOLIDAY	ENGLISH	HOLIDAY	TAMIL	TAMIL
14.10.22	FRIDAY	ENGLISH	TAMIL	HOLIDAY	SOCIAL	HOLIDAY	VE
15.10.22	SATURDAY	HOLIDAY	HOLIDAY	HINDI	HINDI	MATH	ARABIC
17.10.22	MONDAY	MATH	EVS	MATH	SCIENCE	SOCIAL	MATH
18.10.22	TUESDAY	HOLIDAY	VE	ARABIC	ARABIC	VE	ENGLISH
19.10.22	WEDNESDAY	TAMIL	ENGLISH	VE	TAMIL	ENGLISH	HOLIDAY
20.10.22	THURSDAY	ARABIC	HINDI	HOLIDAY	ENGLISH	HINDI	SOCIAL
21.10.22	FRIDAY	VE	ARABIC	TAMIL	VE	ARABIC	HINDI

TIME TABLE FOR MID TERM II (2022-23)

DATE	DAY	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
16.12.22	FRIDAY	MATH	EVS	EVS	SCIENCE	MATH	SOCIAL
17.12.22	SATURDAY	HOLIDAY	HOLIDAY	Regular Classes	SOCIAL	SCIENCE	ENGLISH
19.12.22	MONDAY	EVS	MATH	MATH	MATH	SOCIAL	SCIENCE
20.12.22	TUESDAY	ARABIC	ENGLISH	TAMIL	ARABIC	ENGLISH	ARABIC
21.12.22	WEDNESDAY	HINDI	TAMIL	ENGLISH	HINDI	ARABIC	TAMIL
22.12.22	THURSDAY	TAMIL	ARABIC	HINDI	ENGLISH	TAMIL	HINDI
23.12.22	FRIDAY	ENGLISH	HINDI	ARABIC	TAMIL	HINDI	MATH

TIME TABLE FOR TERM II (2022-23)

DATE	DAY	CLASS III	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
01.04.23	SATURDAY	ARABIC	MATH	TAMIL	MATH	SOCIAL	SCIENCE
03.04.23	MONDAY	ENGLISH	EVS	EVS	SCIENCE	MATH	MATH
04.04.23	TUESDAY	HINDI	ARABIC	ARABIC	HOLIDAY	ENGLISH	ARABIC
05.04.23	WEDNESDAY	HOLIDAY	VE	VE	TAMIL	HOLIDAY	HINDI
06.04.23	THURSDAY	TAMIL	HOLIDAY	HOLIDAY	ENGLISH	TAMIL	HOLIDAY
07.04.23	FRIDAY	VE	HINDI	TAMIL	HINDI	ARABIC	TAMIL
10.04.23	MONDAY	MATH	ENGLISH	MATH	SOCIAL	SCIENCE	SOCIAL
11.04.23	TUESDAY	HOLIDAY	HOLIDAY	HOLIDAY	ARABIC	VE	VE
12.04.23	WEDNESDAY	EVS	TAMIL	HINDI	VE	HINDI	ENGLISH

Library Reading Record

Name:

Class:

Sec:

Date of Reading	Title of the Book	Book No	Signature of the Librarian

My Teachers

Class Teacher :

S.No.	Subject	Name of the Teacher

Information of Circulars Released

Name:

Class:

Sec:

S.No	Date	Subject Content	Signature	
			Class Teacher's	Parent's

ACADEMIC PLAN - JUNE 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-06-2022	WED	SCHOOL REOPENS FOR CLASSES I - X & XII			
02-06-2022	THU				
03-06-2022	FRI				
04-06-2022	SAT	HOLIDAY			
05-06-2022	SUN				
06-06-2022	MON				
07-06-2022	TUE				
08-06-2022	WED	School commences for Class UKG			
09-06-2022	THU				
10-06-2022	FRI				
11-06-2022	SAT	HOLIDAY			
12-06-2022	SUN				
13-06-2022	MON	School commences for Class LKG			
14-06-2022	TUE				Hand Writing Competition Tamil & Hindi
15-06-2022	WED				
16-06-2022	THU				

ACADEMIC PLAN - JUNE 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-06-2022	FRI				
18-06-2022	SAT	HOLIDAY			
19-06-2022	SUN				
20-06-2022	MON			English Hand Writing Competition	
21-06-2022	TUE				
22-06-2022	WED				School commences for Class XI
23-06-2022	THU			Hindi Handwriting Competition	
24-06-2022	FRI				English Hand Writing Competition
25-06-2022	SAT	HOLIDAY			
26-06-2022	SUN				
27-06-2022	MON	Colouring Competition - Grade I	Drawing & Colouring Competition		Cycle test I for Class XII
28-06-2022	TUE				
29-06-2022	WED				
30-06-2022	THU			Tamil Handwriting Competition	

No. of working days : 22

ACADEMIC PLAN - JULY 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-07-2022	FRI				
02-07-2022	SAT	WORKING DAY			
03-07-2022	SUN	HOLIDAY			
04-07-2022	MON				
05-07-2022	TUE				
06-07-2022	WED				SCIENCE QUIZ
07-07-2022	THU				
08-07-2022	FRI				
09-07-2022	SAT	EID-UL-ADHA HOLIDAYS COMMENCE/HOLIDAY			
10-07-2022	SUN				
11-07-2022	MON	EID-UL-ADHA			
12-07-2022	TUE				
13-07-2022	WED				
14-07-2022	THU				
15-07-2022	FRI				
16-07-2022	SAT	HOLIDAY			

ACADEMIC PLAN - JULY 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-07-2022	SUN	HOLIDAY			
18-07-2022	MON	SCHOOL REOPENS AFTER EID-UL-ADHA HOLIDAYS			
19-07-2022	TUE				
20-07-2022	WED				English Debate
21-07-2022	THU	Buddies Day - KG			
22-07-2022	FRI				
23-07-2022	SAT	WORKING DAY			
24-07-2022	SUN	HOLIDAY			
25-07-2022	MON				
26-07-2022	TUE				
27-07-2022	WED				
28-07-2022	THU	MID TERM-I for classes III - VIII/ PRE MIDTERM - IX & X			
29-07-2022	FRI				
30-07-2022	SAT	HOLIDAY			
31-07-2022	SUN				

No. of working days : 18

ACADEMIC PLAN - AUGUST 2022

Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-08-2022	MON				Cycle Test I XI
02-08-2022	TUE				
03-08-2022	WED				
04-08-2022	THU				
05-08-2022	FRI				
06-08-2022	SAT	HOLIDAY			
07-08-2022	SUN				
08-08-2022	MON			English Essay Writing competition	English Essay Writing competition
09-08-2022	TUE				
10-08-2022	WED				
11-08-2022	THU	Colour Flow Day-KG			
12-08-2022	FRI	Colouring Activity - KG			
13-08-2022	SAT	HOLIDAY			
14-08-2022	SUN				
15-08-2022	MON	Independence Day			
16-08-2022	TUE				

ACADEMIC PLAN - AUGUST 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-08-2022	WED				
18-08-2022	THU				
19-08-2022	FRI				
20-08-2022	SAT	HOLIDAY		Annual Day for Girls	
21-08-2022	SUN	HOLIDAY			
22-08-2022	MON				Arabic Essay Writing
23-08-2022	TUE				
24-08-2022	WED				
25-08-2022	THU				
26-08-2022	FRI				
27-08-2022	SAT	HOLIDAY	Open day I for Classes III & IV	Open day I	Open day I
28-08-2022	SUN	HOLIDAY			
29-08-2022	MON	Aesth-O-Write - Grade I (English & Tamil)	Aesth-O-Write - (English & Tamil)	English Oratorical Competition	
30-08-2022	TUE	Aesth-O-Write - Grade I (Arabic & Hindi)	Aesth-O-Write - Grade I (Arabic & Hindi)		Tamil Pattimandram
31-08-2022	WED	Vinayaga Chathurthi - Holiday			

No. of working days : 21

ACADEMIC PLAN - SEPTEMBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-09-2022	THU			Arabic Spell Bee	Arabic Spell Bee
02-09-2022	FRI				
03-09-2022	SAT	Open day I	Open day I for Classes II	HOLIDAY	HOLIDAY
04-09-2022	SUN	HOLIDAY			
05-09-2022	MON				Cycle Test II for XII
06-09-2022	TUE				
07-09-2022	WED				
08-09-2022	THU		Hadith Competition		
09-09-2022	FRI				
10-09-2022	SAT	HOLIDAY			
11-09-2022	SUN				
12-09-2022	MON				
13-09-2022	TUE			Tamil Essay Writing competition	English Oratorical competition
14-09-2022	WED				
15-09-2022	THU	Clay Play - KG			

ACADEMIC PLAN - SEPTEMBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
16-09-2022	FRI				
17-09-2022	SAT	Working Day for Class I / Communication Fest - Grade I (English)	Working Day / Communication Fest (English)	Working Day/ Language Oratorical Competition	Arabic oratorical competition
18-09-2022	SUN	HOLIDAY			
19-09-2022	MON				
20-09-2022	TUE				
21-09-2022	WED				
22-09-2022	THU				
23-09-2022	FRI				
24-09-2022	SAT	ACADEMIC AUDITING			
25-09-2022	SUN	HOLIDAY			
26-09-2022	MON				
27-09-2022	TUE			Hindi Essay Writing Competition	
28-09-2022	WED				
29-09-2022	THU				
30-09-2022	FRI				

No. of working days : 23

ACADEMIC PLAN - OCTOBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-10-2022	SAT	HOLIDAY			
02-10-2022	SUN	GANDHI JAYANTHI - HOLIDAY			
03-10-2022	MON			Hadith Competition	
04-10-2022	TUE	AYUDHA POOJA - HOLIDAY			
05-10-2022	WED	CHIME & MIME-KG (ENGLISH)			
06-10-2022	THU				
07-10-2022	FRI				
08-10-2022	SAT	HOLIDAY			
09-10-2022	SUN				
10-10-2022	MON				
11-10-2022	TUE				
12-10-2022	WED		Term I Exam for Classes III & IV	Term I Exam	Term I Exam - VIII, XI & XII / Mid Term - IX & X
13-10-2022	THU				
14-10-2022	FRI				
15-10-2022	SAT	Holiday	Holiday	Working day	Working day
16-10-2022	SUN	HOLIDAY			

ACADEMIC PLAN - OCTOBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-10-2022	MON				
18-10-2022	TUE				
19-10-2022	WED				
20-10-2022	THU				
21-10-2022	FRI				
22-10-2022	SAT	HOLIDAY			
23-10-2022	SUN				
24-10-2022	MON	Diwali - Holiday			
25-10-2022	TUE				
26-10-2022	WED			Qiraath & Adhaan competition	
27-10-2022	THU	Communication Fest - Grade I (Tamil)	Communication Fest - (Tamil)		Qiraath & Adhaan competition
28-10-2022	FRI				
29-10-2022	SAT	HOLIDAY			
30-10-2022	SUN				
31-10-2022	MON				

No. of working days : 20

ACADEMIC PLAN - NOVEMBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-11-2022	TUE				
02-11-2022	WED		Qirath & Adhaan		
03-11-2022	THU	CHIME & MIME - KG (TAMIL & HINDI)			Hifz-e-Quran - VIII
04-11-2022	FRI				
05-11-2022	SAT	HOLIDAY	Open day II for Classes III & IV	Open day II	Open day II
06-11-2022	SUN	HOLIDAY			
07-11-2022	MON			Arabic Oratorical Competition	
08-11-2022	TUE				
09-11-2022	WED				
10-11-2022	THU	MATH OLYMPIAD			
11-11-2022	FRI				
12-11-2022	SAT	HOLIDAY			
13-11-2022	SUN				
14-11-2022	MON				
15-11-2022	TUE	ENGLISH OLYMPIAD			

ACADEMIC PLAN - NOVEMBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
16-11-2022	WED				
17-11-2022	THU	Communication Fest - Grade I (Hindi)	Communication Fest - (Hindi)		
18-11-2022	FRI				
19-11-2022	SAT	Open day II	Open day II for Class II	HOLIDAY	
20-11-2022	SUN	HOLIDAY			
21-11-2022	MON	Life Skill Synergy KG			
22-11-2022	TUE				
23-11-2022	WED	Thirukkural Competition - Grade I	UPS Thirukkural Competition		
24-11-2022	THU				
25-11-2022	FRI				
26-11-2022	SAT	HOLIDAY			
27-11-2022	SUN				
28-11-2022	MON				
29-11-2022	TUE				
30-11-2022	WED				

No. of working days : 22

ACADEMIC PLAN - DECEMBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-12-2022	THU			SCIENCE OLYMPIAD	
02-12-2022	FRI				
03-12-2022	SAT	HOLIDAY			
04-12-2022	SUN				
05-12-2022	MON				
06-12-2022	TUE	G.K. OLYMPIAD			
07-12-2022	WED				
08-12-2022	THU	Arabic Nasheed	Arabic Nasheed		
09-12-2022	FRI				
10-12-2022	SAT	HOLIDAY			
11-12-2022	SUN				
12-12-2022	MON				
13-12-2022	TUE				
14-12-2022	WED				
15-12-2022	THU				
16-12-2022	FRI		Mid Term II Exam for Classes III & IV	Mid Term II Exam	Mid Term II Exam - VIII /Post Mid Term - IX & X/Cycle Test II -XI /Cycle Test III - XII

ACADEMIC PLAN - DECEMBER 2022					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-12-2022	SAT	Holiday	Holiday	Working day	Working day
18-12-2022	SUN	HOLIDAY			
19-12-2022	MON				
20-12-2022	TUE				
21-12-2022	WED				
22-12-2022	THU				
23-12-2022	FRI				
24-12-2022	SAT	Winter vacation begins			
25-12-2022	SUN	Christmas - Holiday			
26-12-2022	MON				
27-12-2022	TUE				
28-12-2022	WED				
29-12-2022	THU				
30-12-2022	FRI				
31-12-2022	SAT	HOLIDAY			

No. of working days : 18

ACADEMIC PLAN - JANUARY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-01-2023	SUN	New Year - Holiday			
02-01-2023	MON	School reopens after winter vacation			
03-01-2023	TUE	Wealth out of waste - Grade I	Wealth out of waste		
04-01-2023	WED				
05-01-2023	THU	Story feast - KG			
06-01-2023	FRI				
07-01-2023	SAT	HOLIDAY			
08-01-2023	SUN				
09-01-2023	MON				
10-01-2023	TUE				
11-01-2023	WED		Islamic Quiz	Islamic Quiz	Islamic Quiz
12-01-2023	THU				
13-01-2023	FRI				
14-01-2023	SAT	Pongal - Holiday			
15-01-2023	SUN				
16-01-2023	MON				

ACADEMIC PLAN - JANUARY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-01-2023	TUE	Dua Recitation	Dua Recitation		
18-01-2023	WED				
19-01-2023	THU				
20-01-2023	FRI				
21-01-2023	SAT	HOLIDAY	Open day III for Classes III & IV	Open day III	Open day III
22-01-2023	SUN	HOLIDAY			
23-01-2023	MON			Hifz e Quran	REVISION EXAM-I - X & XII
24-01-2023	TUE				
25-01-2023	WED				
26-01-2023	THU	Republic day			
27-01-2023	FRI				
28-01-2023	SAT	Open day III	Open day III for Class II	HOLIDAY	
29-01-2023	SUN	HOLIDAY			
30-01-2023	MON				
31-01-2023	TUE				

No. of working days : 21

ACADEMIC PLAN - FEBRUARY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-02-2023	WED				
02-02-2023	THU				
03-02-2023	FRI				
04-02-2023	SAT	Sports Day	Sports Day	Sports Day for Boys	
05-02-2023	SUN	HOLIDAY			
06-02-2023	MON				
07-02-2023	TUE				
08-02-2023	WED				
09-02-2023	THU				
10-02-2023	FRI				
11-02-2023	SAT	HOLIDAY			
12-02-2023	SUN				
13-02-2023	MON				
14-02-2023	TUE				
15-02-2023	WED				

ACADEMIC PLAN - FEBRUARY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
16-02-2023	THU				
17-02-2023	FRI				
18-02-2023	SAT	HOLIDAY			
19-02-2023	SUN				
20-02-2023	MON				Annual Exam IX & XI
21-02-2023	TUE				
22-02-2023	WED				
23-02-2023	THU				
24-02-2023	FRI				
25-02-2023	SAT	HOLIDAY			
26-02-2023	SUN				
27-02-2023	MON				PRE BOARD EXAM for classes X & XII
28-02-2023	TUE				

No. of working days : 21

ACADEMIC PLAN - MARCH 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-03-2023	WED				
02-03-2023	THU				
03-03-2023	FRI				
04-03-2023	SAT	HOLIDAY			
05-03-2023	SUN				
06-03-2023	MON				Special Class begins for Classes X & XII
07-03-2023	TUE				
08-03-2023	WED				
09-03-2023	THU				
10-03-2023	FRI				
11-03-2023	SAT	HOLIDAY			
12-03-2023	SUN				
13-03-2023	MON				
14-03-2023	TUE				
15-03-2023	WED				
16-03-2023	THU				

ACADEMIC PLAN - MARCH 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-03-2023	FRI				
18-03-2023	SAT	HOLIDAY			
19-03-2023	SUN				
20-03-2023	MON				
21-03-2023	TUE				
22-03-2023	WED				
23-03-2023	THU				
24-03-2023	FRI				
25-03-2023	SAT	HOLIDAY			
26-03-2023	SUN				
27-03-2023	MON				
28-03-2023	TUE				
29-03-2023	WED				
30-03-2023	THU				
31-03-2023	FRI				

No. of working days : 23

ACADEMIC PLAN - APRIL 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-04-2023	SAT	HOLIDAY	Term II EXAM for Classes III & IV	Term II EXAM V - VIII	
02-04-2023	SUN	HOLIDAY			
03-04-2023	MON				
04-04-2023	TUE				
05-04-2023	WED				
06-04-2023	THU				
07-04-2023	FRI				
08-04-2023	SAT	HOLIDAY			
09-04-2023	SUN				
10-04-2023	MON	School closes for summer vacation for Classes LKG - I	School closes for summer vacation for Class II		
11-04-2023	TUE				
12-04-2023	WED				
13-04-2023	THU		School closes for summer vacation for Classes III & IV	School closes for summer vacation for Classes V - VII	School closes for summer vacation for Class VIII
14-04-2023	FRI	Tamil New Year - Holiday			
15-04-2023	SAT	HOLIDAY			
16-04-2023	SUN				

ACADEMIC PLAN - APRIL 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-04-2023	MON	Declaration of Results for Classes LKG - II			
18-04-2023	TUE				
19-04-2023	WED		Declaration of Results for Classes III - VIII		
20-04-2023	THU				
21-04-2023	FRI				
22-04-2023	SAT	Eid-ul-fitr			
23-04-2023	SUN	HOLIDAY			
24-04-2023	MON				
25-04-2023	TUE				
26-04-2023	WED	Distribution of books and uniform for classes LKG - II			
27-04-2023	THU		Distribution of books and uniform for classes III - VIII		
28-04-2023	FRI				
29-04-2023	SAT	HOLIDAY			
30-04-2023	SUN				

No. of working days : 09

ACADEMIC PLAN - MAY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-05-2023	MON	May day - Holiday			
02-05-2023	TUE	Summer vacation begins for teachers			
03-05-2023	WED				
04-05-2023	THU				
05-05-2023	FRI				
06-05-2023	SAT	HOLIDAY			
07-05-2023	SUN				
08-05-2023	MON				
09-05-2023	TUE				
10-05-2023	WED				
11-05-2023	THU				
12-05-2023	FRI				
13-05-2023	SAT	HOLIDAY			
14-05-2023	SUN				
15-05-2023	MON				
16-05-2023	TUE				

ACADEMIC PLAN - MAY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-05-2023	WED				
18-05-2023	THU				
19-05-2023	FRI				
20-05-2023	SAT	HOLIDAY			
21-05-2023	SUN				
22-05-2023	MON				
23-05-2023	TUE				
24-05-2023	WED				
25-05-2023	THU	School reopens after summer vacation for teachers			
26-05-2023	FRI				
27-05-2023	SAT	HOLIDAY			
28-05-2023	SUN				
29-05-2023	MON				
30-05-2023	TUE				
31-05-2023	WED				

No. of working days :