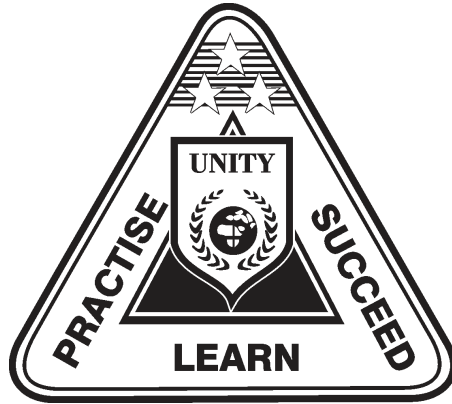


UNITY PUBLIC SCHOOL

CBSE Affiliation No. 1930241

(2023 - 2024)

(UNIT OF REACH)



Name: _____

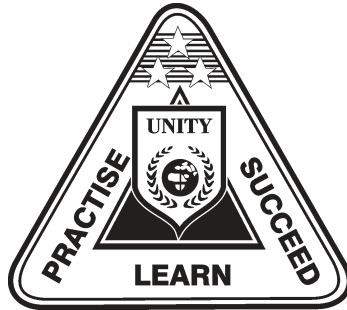
Class: _____

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 upto 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:	
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 completes the task.
- Parents should acknowledge communication sent to them from the school by signing circular record in page No. 39.

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, B.Sc., M.A., MBA., B.Ed., [Senior]

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

Department of English:

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

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

Sr. Dalia Khan, M.A., B.Ed.,

Sr. Azura Libania Sabrina Gomez, M.A., B.Ed., D.T.Ed.,

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

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

Sr. Fareedha Abdul Kader, B.Sc., PG Dip. (Montessori)

Sr. Farheen Bathool, M.Sc.,

Sr. K.M. Rasheedha, B.A.,

Department of Tamil:

Br. Saravanan, M.A., B.Ed., M.Phil

Br. Muthu Vemban, M.A., M.Ed

Sr. Jansi Violet A, B.Lit., D.P.T.T

Sr. Shekila Begam, M.A., B.Ed., DECE

Sr. Annalakshmi, M.A., M.Phil., B.Ed

Department of Hindi:

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

Sr. Nishath Banu, BCS., BA

Department of Arabic:

Br. Shamim Ahamed, B.A., B.Ed.,
Br. Darvis Kalander Masthan, M.A., B.Ed., 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.,
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:

Br. Tahir Hussain, M.Sc., B.Ed.,
Sr. Rani, M.Sc., B.Ed.,
Sr. Nazia Ali, M.Sc., B.Ed.
Sr. S. Aljezeera Banu, M.Sc., B.Ed.,
Sr. J. Rahamath Nisha, M.Sc., M.Phil.,
Br. Sriram, M.Sc., B.Ed.,
Sr. Arifa Begam, B.E., B.Ed.,
Sr. Mehazabeen H, M.Sc., B.Ed.,
Sr. Rubina Q, M.Sc., B.Ed.,
Sr. Shaik Muneera Akthar T, B.Sc.,

Department of Science:

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

Sr. H. Farhana, M.Sc.,
Sr. Aafrin Banu B, M.Sc.,
Sr. Nasrin Jahan, M.Sc.,
Sr. Abidha, B.Sc., LabAssistant

Department of Humanities:

Sr. Hameetha, M.Com., B.Ed.,
Br. Sickandar Lahith J, MCA., M.Tech., M.Com., B.Ed.,
Br. Abdul Nasar, M.Com.,
Sr. Jayanthi, M.B.M., M.Phil., B.Ed.,
Br. S.D. Mohammed Khaleelullah, M.A., B.Ed.,
Sr. Sajitha Banu, B.A., B.Ed.,
Sr. Farhana H, BCA.,
Sr. Deva Kumari N, M.A., KGT.,
Br. Arul Raj C, D.F.A., P.G. Dip. in Textile Design (Art & Drawing)

Department of Computer Science:

Br. Syed Ghouse Basha, BBA., M.C.A., PGDCA.,
Sr. J.P.Sheebha Nazli, B.E.,
Sr. Ayisha Siddiqua M, B.Sc.,
Sr. Benazir, M.Sc., Lab Assistant

Department of Physical Education:

Br. Jabi Sharif, B.P.Ed.,
Sr. Kulusumbi, B.A., M.P.Ed.,
Sr. D. Divya, B.Sc., B.P.Ed.,
Sr. Viji (MartialArt-Girls)
Br. Jaison, B.A., B.P.Ed.,
Br. Murugaraj P, B.A., B.P.Ed.,

Department of Value Education:

Sr. Gousunnissa, M.S., M.A., M.Phil., B.Ed.,
Br. Shahbaaz Ahmed Shabbir Ahmed, B.Com., B.Ed.,
Sr. Hakeemunisa, B.Sc., D.T.Ed.,
Sr. Ayesha Sultana M, BPT., BAIS.,
Sr. Ayesha Farhana, BAIS.,

Primary Teachers:

Sr. Vairamuthu, M.A., B.Ed., DCS, Montessori
Sr. Suraiya Begum, B.A., D.El.Ed.,
Sr. Naghma Abbasi, M.A., D.El.Ed., DECE.,
Sr. Pemila, M.A., B.Ed.,
Sr. S Rahamath Nisha, M.B.A., D.El.Ed.,

Sr. D. Yasmeen Sultana, B.E.,
Sr. Mariam Jameela, B.Sc., B.Ed.,
Sr. Divya V, M.A., M.Phil., B.Ed.,
Sr. Naseema Banu, B.A., B.Ed.,
Sr. Reshma H, B.Sc.,
Sr. Benazir Bersila Banu S, BCA.,
Sr. Zeenath Farzana N.H, M.Sc., B.Ed.,
Sr. Syed Shafiya Taskeen, BAIS.,

Pre-Primary Teachers:

Sr. Nabeesa Begum, M.Com., B.Ed., DECE.,
Sr. Rajeshwari, B.A., B.Ed., Montessori
Sr. M. Ghousia Begum, B.Sc., B.Ed., PGDECE.,
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. Humera Banu, B.A., B.Ed.,
Sr. Mubeen Sultana, M.Sc.,
Sr. Yasmin Fathima, B.Sc.,
Sr. Amrin Fahima, M.Sc.,
Sr. Kishver Nisha, BCA., (Montessori)
Sr. Farhana Sherin, B.Sc., B.Ed.,

Special Educator:

Sr. H. Rumana Fathima, M.Sc., D.El.Ed, B.Ed.,

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, Qari Taufeeque Ahmed Khan
Hafiz, Qari Muhammad Imran
Hafiz, Qari Muhammad Akram
Hafiz, Qari Naziruddin
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, Qari Abdur Rahman, 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, TK, B.A., Arabic
Hafiz, Qari Abdul Mannan, B.A., Arabic
Hafiz, Mohammad Shakir
Hafiz, Mohd Asad
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, Umran Basha
Hafiz, Mohammad Ammar, B.A., M.A.,
Hafiz, Shahid Ansari R, B.A.,
Hafizah, Sayara Khatoon

Admin Office Team :

PRO & MANAGER -Admin & HR Head :

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

Administration Team :

Br. Syed Liyakath Ali, B.Com., M.C.A., Project Manager, I.T.,

Br. K. Kamalthin, M.B.A., Accountant In-charge

Sr. A. Mariam Banu, B.A., DCA., Resource In-charge

Br. Mohammed Hussain, MLT., Transport In-charge

Br. Mohammed Yusuf, B.C.A., Students Records In-charge

Br. Syed Sirajudeen, B.C.A., B.Ed., IT In-charge

Br. Masood, Receptionist

Sr. Fathima, B.Sc., StoreAssistant

Sr. Mohamed Fathima, Canteen Assistant

Library :

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

Sr. Nazeema, M.B.A., Assistant Librarian

Unity Kids

Sr. Shakila Banu, M.Sc., B.Ed.,
Sr. Syed Ali Fathima, B.Sc., Montessori, D.El.Ed.,
Sr. Anitha, B.E., B.Ed., Montessori
Sr. Azhira Bashir, BCA., D.El.Ed.,
Sr. Humera Sultana, B.A., Montessori, D.El.Ed.,
Sr. Arshiya Fathima, M.Com., D.El.Ed.,
Sr. Arsheen Fathima, B.Com., D.El.Ed.,
Sr. Anis Fathima, B.Com., MCA.,
Sr. Sulthania Bhanu, M.Sc., B.Ed.,
Sr. Syed Haseena, B.E., D.El.Ed.,
Sr. Irshath Banu, M.A.,
Sr. Shabana Sultana, M.Sc.,
Sr. Noorul Fouzia, M.Sc., (Montessori)
Sr. Amreen Begum, BAIS.,
Hafiz, Niyamathullah, B.A., Arabic., D.El.Ed., DCA.,
Hafiz, Abdul Aleem, B.A., Arabic
Hafiz, Qari AnikulIslam, B.A., Arabic
Br. Mohammed Yasir, B.A., Arabic
Hafiz, Dilshad Rabi, B.A., Urdu
Hafiz, Qari Gayasuddeen Wasi Ahmed Sheikh
Hafiz, Raees Ahmad, B.A., Urdu
Hafiz, Syed Azeezullah
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, Physical Education and Martial Arts. 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 is 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, Art & Craft and Martial Arts 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 is offered only for Boys & Group 3 is offered only for Girls.

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.

INCLUSIVE EDUCATION

Unity Public School supports all students being able to access and gain equal opportunities to education and learning.

Evaluation and Assessment

System of Assessment for Classes LKG-III

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 IV to VIII

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

Subjects	TERM-1 (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	
		Half Yearly Exam		
English	PA 20 marks 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	PA 20 marks Periodic Test 10 marks with syllabus covered till announcement of test dates by school	Yearly Exam Written exam for 80 marks with syllabus coverage as below: Class I - V: Entire syllabus of 2 nd term only Class VI: 10% of 1st term covering significant topics + entire syllabus of 2 nd term Class VII: 20% of 1st term covering significant topics + entire syllabus of 2 nd term Class VIII: 30% of 1st term covering significant topics + entire syllabus of 2 nd term
Tamil				
Hindi	Note Book Submission 5 marks at term - end (This will cover:			
Arabic	<ul style="list-style-type: none"> ➤ Regularity ➤ Assignment Completion ➤ Neatness & upkeep of notebook) 			
Mathematics			Subject Enrichment activities 5 marks at term-end	
Science	Sub Enrichment 5 marks at term- end. (This will cover: Speaking and listening skills Practical Lab work, Map Work and Project Work)			
Social Science				

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 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. Marks and Grades both will be awarded for individual subjects.	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					
Mathematics					➤ Map Work and Project Work
Social Science					
Arabic	9 - Point grading will be same as followed by the board in Class XII.				

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+' (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 and Phenoyl 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

It includes Visual and Performing Art. Visual Art : Drawing, Painting, Designing, Craft work, Poster making, etc. Performing Art : Literature, Poetry, Recitation, Story telling etc.

C. HEALTH AND PHYSICAL EDUCATION

Volley ball, Foot 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

- 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.
- Please look at the sample dress displayed in the school store.

SCHOOL UNIFORM		
CLASS	BOYS	GIRLS
LKG to V	<p>LIGHT BLUE HALF SLEEVED SHIRT</p> <p>BLACK PANT</p> <p>BLACK SOCKS</p> <p>BLACK DOUBLE VELCRO SHOES / BLACK CANVAS (FOR PE)</p>	<p>LIGHT BLUE HALF SLEEVED KAMEEZ. (LKG TO III)</p> <p>LIGHT BLUE FULL SLEEVED KAMEEZ. (IV & V)</p> <p>BLACK SALWAR. BLACK SCARF.</p> <p>BLACK SOCKS.</p> <p>BLACK SINGLE VELCRO SHOES /</p> <p>BLACK CANVAS (FOR PE)</p>
VI to XII	<p>LIGHT BLUE FULL SLEEVED SHIRT WITHOUT ANY CUFFS. LENGTH SHOULD BE UP TO THE WRIST BONE.</p> <p>SLEEVES TO BE LOOSE ENOUGH TO FACILITATE PERFORMING WUDU.</p> <p>BLACK PANT. LENGTH OF THE PANTS SHOULD BE ABOVE THE ANKLE.</p> <p>BLACK SOCKS.</p> <p>BLACK SHOES / BLACK CANVAS (FOR PE).</p>	<p>BLACK ABAYA.</p> <p>LIGHT BLUE HALF SLEEVED KAMEEZ.</p> <p>BLACK SALWAR. BLACK SCARF.</p> <p>BLACK SOCKS.</p> <p>BLACK SHOES / BLACK CANVAS (FOR PE)</p>
NOTE	<ul style="list-style-type: none"> • Regular-fit only (no pleats) • Tight fit, pencil fit, baggies and low-hip stitch are strictly not allowed. • Shirt should not be tucked in. 	<ul style="list-style-type: none"> • 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. It should be loose and lengthy enough to cover the ankles.

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	Installment - I	on or before 30th of April
2	Installment - II	on or before 20th of July
3	Installment - III	on or before 20th of October
4	Installment - IV	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 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's 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 online on or before 31st December**.
- Parents who withdraw their TC requisition due to their personal reasons will have to pay re-admission fee and those parents who apply for TC after 1st January will have to pay first term fee.

- T.C will not 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.
- 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 not be returned.
- Forbid your child from wearing costly jewellery or expensive watches or colourful bands or clips to school.
- 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 counselled by the respective teacher and class teacher.
- In the second instance, student will be referred to the school counselor and Vice Principal. If there is no improvement, the matter will be informed to the parent as a warning. An undertaking should be given by the student and countersigned by the parent.
- In the third instance, it will be informed to the Principal who will either warn or counsel the student appropriately.
- If it is repeated further, 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.
- 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 colour 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.
- Pressed uniforms on a daily basis.
- Avoid outings during the term to ensure regular attendance at school.
- Ensure a good night sleep for at least 7 to 8 hours for your children.
- 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.

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.

- Breaching of rules will invite stern disciplinary action as determined by the school authorities.

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 childline 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.

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 allotted pickup point as per their schedule time. The transport department 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. Students are not allowed to grow their nails. Nails are to be trimmed weekly.
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 gel 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 only.
10. No pony tails or loose hair is allowed in the school campus.
11. Use of mehendi, perfume and facial beautification is strictly not allowed.
12. Students are not allowed to wear gold ornaments or any other type in the school.

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

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.
- ✓ I shall attend to my classes 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

Time	Schedule
07:50 am	Reporting Time
08:00 am	Assembly - Long Bell
08:10 am	1 st Period
08:50 am	2 nd Period
09:30 am	3 rd Period
10:10 am	Break
10:25 am	4 th Period
11:05 am	5 th Period
11:45 am	6 th Period
12:25 pm	Salah & Lunch
01:20 pm	7 th Period
02:00 pm	8 th Period
02:40 pm	9 th Period
03:20 pm	Zero Period
03:25 pm	Dispersal

TIME TABLE FOR MID TERM I (2023-24)

DATE	DAY	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
31.07.23	MONDAY	EVS	TAMIL	MATH	SCIENCE	SOCIAL
01.08.23	TUESDAY	MATH	HINDI	SOCIAL	TAMIL	ARABIC
02.08.23	WEDNESDAY	ARABIC	ENGLISH	ARABIC	HINDI	HINDI
03.08.23	THURSDAY	ENGLISH	REGULAR CLASSES	HINDI	MATH	TAMIL
04.08.23	FRIDAY	HINDI	MATH	ENGLISH	ARABIC	ENGLISH
05.08.23	SATURDAY	REGULAR CLASSES	ARABIC	TAMIL	ENGLISH	SCIENCE
07.08.23	MONDAY	TAMIL	EVS	SCIENCE	SOCIAL	MATH

TIME TABLE FOR TERM I (2023-24)

DATE	DAY	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
16.10.23	MONDAY	HINDI	EVS	SCIENCE	SOCIAL	MATH
17.10.23	TUESDAY	ENGLISH	ARABIC	TAMIL	MATH	ENGLISH
18.10.23	WEDNESDAY	REVISION	HOLIDAY	V.E	ARABIC	V.E
19.10.23	THURSDAY	MATH	MATH	ENGLISH	HINDI	SCIENCE
20.10.23	FRIDAY	TAMIL	V.E	HINDI	TAMIL	HINDI
21.10.23	SATURDAY	ARABIC	ENGLISH	ARABIC	V.E	TAMIL
23.10.23	MONDAY	HOLIDAY				
24.10.23	TUESDAY	EVS	TAMIL	MATH	SCIENCE	SOCIAL
25.10.23	WEDNESDAY	V.E	HINDI	SOCIAL	ENGLISH	ARABIC

TIME TABLE FOR MID TERM II (2023-24)

DATE	DAY	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
16.12.23	SATURDAY	MATH	TAMIL	MATH	SOCIAL	SCIENCE
18.12.23	MONDAY	ENGLISH	EVS	SOCIAL	TAMIL	SOCIAL
19.12.23	TUESDAY	ARABIC	REGULAR CLASSES	HINDI	SCIENCE	ENGLISH
20.12.23	WEDNESDAY	HINDI	MATH	ENGLISH	HINDI	ARABIC
21.12.23	THURSDAY	EVS	ARABIC	TAMIL	ENGLISH	MATH
22.12.23	FRIDAY	REGULAR CLASSES	HINDI	SCIENCE	MATH	TAMIL
23.12.23	SATURDAY	TAMIL	ENGLISH	ARABIC	ARABIC	HINDI

TIME TABLE FOR TERM II (2023-24)

DATE	DAY	CLASS IV	CLASS V	CLASS VI	CLASS VII	CLASS VIII
22.03.24	FRIDAY	ENGLISH	EVS	SOCIAL	SCIENCE	SOCIAL
23.03.24	SATURDAY	HINDI	HINDI	SCIENCE	MATH	HINDI
25.03.24	MONDAY	MATH	TAMIL	MATH	SOCIAL	SCIENCE
26.03.24	TUESDAY	V.E	ARABIC	ENGLISH	V.E	ENGLISH
27.03.24	WEDNESDAY	REVISION	HOLIDAY	V.E	TAMIL	V.E
28.03.24	THURSDAY	TAMIL	MATH	TAMIL	ENGLISH	MATH
29.03.24	FRIDAY	ARABIC	V.E	HINDI	HINDI	ARABIC
30.03.24	SATURDAY	EVS	ENGLISH	ARABIC	ARABIC	TAMIL

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 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-06-2023	THU				
02-06-2023	FRI				
03-06-2023	SAT	HOLIDAY			
04-06-2023	SUN				
05-06-2023	MON				
06-06-2023	TUE				
07-06-2023	WED				
08-06-2023	THU				
09-06-2023	FRI				
10-06-2023	SAT	HOLIDAY			
11-06-2023	SUN				
12-06-2023	MON			School reopens after summer vacation for classes VI - X & XII	
13-06-2023	TUE				
14-06-2023	WED	School re-opens after summer vacation for Classes UKG - V			
15-06-2023	THU	School commences for LKG			School re-opens after summer vacation for class XI - Tamil hand writing competition
16-06-2023	FRI				

ACADEMIC PLAN - JUNE 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-06-2023	SAT	Working day for Class I	Working day	Working day - Throw Ball Match - Girls	
18-06-2023	SUN	HOLIDAY			
19-06-2023	MON			English Hand Writing Competition	Cycle Test-I -Class XII
20-06-2023	TUE				
21-06-2023	WED				
22-06-2023	THU				English Hand Writing Competition for Class VIII
23-06-2023	FRI				
24-06-2023	SAT	Working day for Class I - Colouring Competition	Working day - Drawing & Colouring Competition	Working day - Tamil Handwriting Competition	Arabic Essay Writing Competition
25-06-2023	SUN	HOLIDAY			
26-06-2023	MON	EID-UL-ADHA Holidays Commence			
27-06-2023	TUE				
28-06-2023	WED				
29-06-2023	THU	EID-UL-ADHA			
30-06-2023	FRI				

No. of working days : 12

ACADEMIC PLAN - JULY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-07-2023	SAT	HOLIDAY			
02-07-2023	SUN				
03-07-2023	MON	School re-opens after Eid-ul-Adha holidays			
04-07-2023	TUE				
05-07-2023	WED			Hand writing competition - Hindi	Hindi hand writing competition for Class VIII
06-07-2023	THU				
07-07-2023	FRI				
08-07-2023	SAT	HOLIDAY			
09-07-2023	SUN				
10-07-2023	MON				
11-07-2023	TUE				
12-07-2023	WED				
13-07-2023	THU				
14-07-2023	FRI				
15-07-2023	SAT	Working day for Class I	Working day	Working day-English Essay writing Competition	Investiture Ceremony for boys
16-07-2023	SUN	HOLIDAY			

ACADEMIC PLAN - JULY 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-07-2023	MON				English Debate
18-07-2023	TUE				Investiture Ceremony for girls
19-07-2023	WED				Arabic Dictation
20-07-2023	THU				
21-07-2023	FRI				
22-07-2023	SAT	Working day for Class I	Working day	Working day-Kho Kho Match - Girls	
23-07-2023	SUN	HOLIDAY			
24-07-2023	MON				
25-07-2023	TUE				
26-07-2023	WED				
27-07-2023	THU				
28-07-2023	FRI				
29-07-2023	SAT	Aashura fasting - Holiday			
30-07-2023	SUN	HOLIDAY			
31-07-2023	MON	Mid Term I Exam for Classes IV - VIII, Cycle Test I for Class XI & Pre-Mid Term for Classes IX & X			

No. of working days : 23

ACADEMIC PLAN - AUGUST 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-08-2023	TUE				
02-08-2023	WED				
03-08-2023	THU				
04-08-2023	FRI				
05-08-2023	SAT	Working day for Class I	Working day		
06-08-2023	SUN	HOLIDAY			
07-08-2023	MON				
08-08-2023	TUE				
09-08-2023	WED				English essay writing competition
10-08-2023	THU	Colour Flow Day - KG			Cycle Test II for Class XII
11-08-2023	FRI	Colouring Activity - KG			
12-08-2023	SAT	HOLIDAY			
13-08-2023	SUN				
14-08-2023	MON			Arabic Oratorical Competition	
15-08-2023	TUE	Independence Day			
16-08-2023	WED			Essay Writing Competition - English	

ACADEMIC PLAN - AUGUST 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-08-2023	THU				
18-08-2023	FRI				
19-08-2023	SAT	Working day for Class I	Working day		
20-08-2023	SUN	HOLIDAY			
21-08-2023	MON				
22-08-2023	TUE				
23-08-2023	WED				
24-08-2023	THU				
25-08-2023	FRI				
26-08-2023	SAT	HOLIDAY		SPORTS DAY - GIRLS	
27-08-2023	SUN	HOLIDAY			
28-08-2023	MON				
29-08-2023	TUE				
30-08-2023	WED				
31-08-2023	THU				

No. of working days : 24

ACADEMIC PLAN - SEPTEMBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-09-2023	FRI				
02-09-2023	SAT	Unifest Day		Unifest Day - Boys	
03-09-2023	SUN	HOLIDAY			
04-09-2023	MON				
05-09-2023	TUE			AL-Hadith Competition	
06-09-2023	WED				
07-09-2023	THU	Aesth-O-Write-Grade I (English & Tamil)	Aesth-O-Write (English & Tamil)		
08-09-2023	FRI	Aesth-O-Write-Grade I (Arabic & Hindi)	Aesth-O-Write (Arabic & Hindi)		
09-09-2023	SAT	HOLIDAY			
10-09-2023	SUN				
11-09-2023	MON			Essay Writing Competition - Tamil	
12-09-2023	TUE				
13-09-2023	WED	Clay Play - KG			
14-09-2023	THU				
15-09-2023	FRI				

ACADEMIC PLAN - SEPTEMBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
16-09-2023	SAT	Working day for Class I	Working day	Working day-Kho Kho Match-Boys	
17-09-2023	SUN	Vinayaga Chathurthi - HOLIDAY			
18-09-2023	MON				
19-09-2023	TUE				
20-09-2023	WED				
21-09-2023	THU				
22-09-2023	FRI				
23-09-2023	SAT	Working day for Class I	Working day		
24-09-2023	SUN	HOLIDAY			
25-09-2023	MON				
26-09-2023	TUE				
27-09-2023	WED				
28-09-2023	THU				
29-09-2023	FRI				
30-09-2023	SAT	Working day for Class I- Communication Fest (English)	Working day - Communication Fest (English)	Working day - English Oratorical Competition	Working day - Arabic Oratorical Competition

No. of working days : 25

ACADEMIC PLAN - OCTOBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-10-2023	SUN	HOLIDAY			
02-10-2023	MON	GANDHI JAYANTHI - HOLIDAY			
03-10-2023	TUE			Essay Writing Competition - Hindi	
04-10-2023	WED				
05-10-2023	THU				
06-10-2023	FRI				
07-10-2023	SAT	Working day for Class I	Working day	Working day-Football Match-Boys	
08-10-2023	SUN	HOLIDAY			
09-10-2023	MON				
10-10-2023	TUE				
11-10-2023	WED	Chime & Mime - KG (English)			
12-10-2023	THU				
13-10-2023	FRI				
14-10-2023	SAT	HOLIDAY			
15-10-2023	SUN				
16-10-2023	MON		Term I Exam begins for Classes IV - VIII, XI & XII Mid Term Exam for Classes IX & X		

ACADEMIC PLAN - OCTOBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-10-2023	TUE				
18-10-2023	WED				
19-10-2023	THU				
20-10-2023	FRI				
21-10-2023	SAT	Working day for Class I	Working day		
22-10-2023	SUN	HOLIDAY			
23-10-2023	MON	Ayudha Pooja - Holiday			
24-10-2023	TUE				
25-10-2023	WED				
26-10-2023	THU				
27-10-2023	FRI				
28-10-2023	SAT	HOLIDAY			
29-10-2023	SUN				
30-10-2023	MON				
31-10-2023	TUE	Math Olympiad - Class I	MATH OLYMPIAD		

No. of working days : 22

ACADEMIC PLAN - NOVEMBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-11-2023	WED				
02-11-2023	THU				
03-11-2023	FRI				
04-11-2023	SAT	Working day for Class I - Communication Fest (Tamil)	Working day - Communication Fest (Tamil)	Working day - Look Who Answers	Quiz (Humanities)
05-11-2023	SUN	HOLIDAY			
06-11-2023	MON				
07-11-2023	TUE				
08-11-2023	WED	Chime & Mime - KG (Tamil & Hindi) & English Olympiad-Grade I	ENGLISH OLYMPIAD		
09-11-2023	THU				
10-11-2023	FRI				
11-11-2023	SAT	HOLIDAY			
12-11-2023	SUN	Diwali - Holiday			
13-11-2023	MON			Oratorical Competition -Tamil	
14-11-2023	TUE				
15-11-2023	WED				

ACADEMIC PLAN - NOVEMBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
16-11-2023	THU				Tamil Oratorical Competition for Classes VIII & IX
17-11-2023	FRI				
18-11-2023	SAT	Working day for Class I	Working day		
19-11-2023	SUN	HOLIDAY			
20-11-2023	MON				
21-11-2023	TUE			SCIENCE OLYMPIAD	
22-11-2023	WED				
23-11-2023	THU				
24-11-2023	FRI				
25-11-2023	SAT	HOLIDAY			
26-11-2023	SUN				
27-11-2023	MON			Arabic Dictation	
28-11-2023	TUE	Communication Fest - Class I (Hindi)	Communication Fest (Hindi)		
29-11-2023	WED	Life Skill Synergy-KG			
30-11-2023	THU				

No. of working days : 24

ACADEMIC PLAN - DECEMBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-12-2023	FRI	G.K Olympiad for Class I	G. K. OLYMPIAD		
02-12-2023	SAT	Working day for Class I	Working day	Working day- Oratorical Competition - Hindi	Working day
03-12-2023	SUN	HOLIDAY			
04-12-2023	MON				
05-12-2023	TUE				
06-12-2023	WED		Arabic Nasheed		
07-12-2023	THU	Arabic Nasheed			
08-12-2023	FRI				
09-12-2023	SAT	HOLIDAY			
10-12-2023	SUN				
11-12-2023	MON				
12-12-2023	TUE				
13-12-2023	WED				Term II Exam for Class XII & Post Mid Term for Classes IX & X
14-12-2023	THU				
15-12-2023	FRI				
16-12-2023	SAT	Working day for Class I	Working day for Classes II & III Mid Term - II Exam begins for Classes IV - VIII		

ACADEMIC PLAN - DECEMBER 2023					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-12-2023	SUN	HOLIDAY			
18-12-2023	MON				Class Test II for Class XI
19-12-2023	TUE				
20-12-2023	WED				
21-12-2023	THU				
22-12-2023	FRI				
23-12-2023	SAT	Working day for Class I	Working day		
24-12-2023	SUN	HOLIDAY			
25-12-2023	MON	Winter vacation begins Christmas holiday			
26-12-2023	TUE				
27-12-2023	WED				
28-12-2023	THU				
29-12-2023	FRI				
30-12-2023	SAT				
31-12-2023	SUN				

No. of working days : 19

ACADEMIC PLAN - JANUARY 2024					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-01-2024	MON	New Year - Holiday			
02-01-2024	TUE	School reopens after winter vacation			
03-01-2024	WED				
04-01-2024	THU				
05-01-2024	FRI				
06-01-2024	SAT	Working day for Class I - Think & Ink Competition	Working day - Think & Ink Competition	Working day	Working day - Revision Exam for Classes X & XII
07-01-2024	SUN	HOLIDAY			
08-01-2024	MON				
09-01-2024	TUE				
10-01-2024	WED				
11-01-2024	THU			Hifz e Quran	
12-01-2024	FRI				
13-01-2024	SAT	HOLIDAY			
14-01-2024	SUN				
15-01-2024	MON	Pongal - Holiday			
16-01-2024	TUE				

ACADEMIC PLAN - JANUARY 2024					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-01-2024	WED				
18-01-2024	THU				
19-01-2024	FRI				
20-01-2024	SAT	Working day for Class I	Working day	Working day-UPS Panoply	Working day
21-01-2024	SUN	HOLIDAY			
22-01-2024	MON				
23-01-2024	TUE		Dua recitation		
24-01-2024	WED	Dua recitation			
25-01-2024	THU				
26-01-2024	FRI	Republic day			
27-01-2024	SAT	HOLIDAY			
28-01-2024	SUN				
29-01-2024	MON				
30-01-2024	TUE				
31-01-2024	WED				

No. of working days : 21

ACADEMIC PLAN - FEBRUARY 2024					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-02-2024	THU				
02-02-2024	FRI				
03-02-2024	SAT	Working day for Class I - Wealth out of waste	Working day - Wealth Out of Waste	Working day	
04-02-2024	SUN	HOLIDAY			
05-02-2024	MON				
06-02-2024	TUE				
07-02-2024	WED	Story Fest - KG			
08-02-2024	THU				
09-02-2024	FRI				
10-02-2024	SAT	HOLIDAY			
11-02-2024	SUN				
12-02-2024	MON				
13-02-2024	TUE				
14-02-2024	WED				
15-02-2024	THU				

ACADEMIC PLAN - FEBRUARY 2024					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
16-02-2024	FRI	UPS Market			Annual Exam for Classes IX & XI
17-02-2024	SAT	HOLIDAY			
18-02-2024	SUN				
19-02-2024	MON				
20-02-2024	TUE				
21-02-2024	WED				
22-02-2024	THU				
23-02-2024	FRI				
24-02-2024	SAT	Working day for Class I	Working day		
25-02-2024	SUN	HOLIDAY			
26-02-2024	MON				
27-02-2024	TUE				
28-02-2024	WED				
29-02-2024	THU				

No. of working days : 23

ACADEMIC PLAN - MARCH 2024					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-03-2024	FRI				
02-03-2024	SAT	Working day for Class I	Working day		
03-03-2024	SUN	HOLIDAY			
04-03-2024	MON				
05-03-2024	TUE				
06-03-2024	WED				Special Class begins for Classes X & XII
07-03-2024	THU				
08-03-2024	FRI				
09-03-2024	SAT	HOLIDAY			
10-03-2024	SUN				
11-03-2024	MON				
12-03-2024	TUE				
13-03-2024	WED				
14-03-2024	THU				
15-03-2024	FRI				
16-03-2024	SAT	HOLIDAY			

ACADEMIC PLAN - MARCH 2024					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
17-03-2024	SUN	HOLIDAY			
18-03-2024	MON				
19-03-2024	TUE				
20-03-2024	WED				
21-03-2024	THU				
22-03-2024	FRI		Term II Exam begins for Classes IV - VIII		
23-03-2024	SAT	Working day for Class I	Working day		
24-03-2024	SUN	HOLIDAY			
25-03-2024	MON				
26-03-2024	TUE				
27-03-2024	WED				
28-03-2024	THU				
29-03-2024	FRI				
30-03-2024	SAT	School closes for summer vacation for Classes LKG - III & Working day for Class IV		Working day	
31-03-2024	SUN	HOLIDAY			

No. of working days : 24

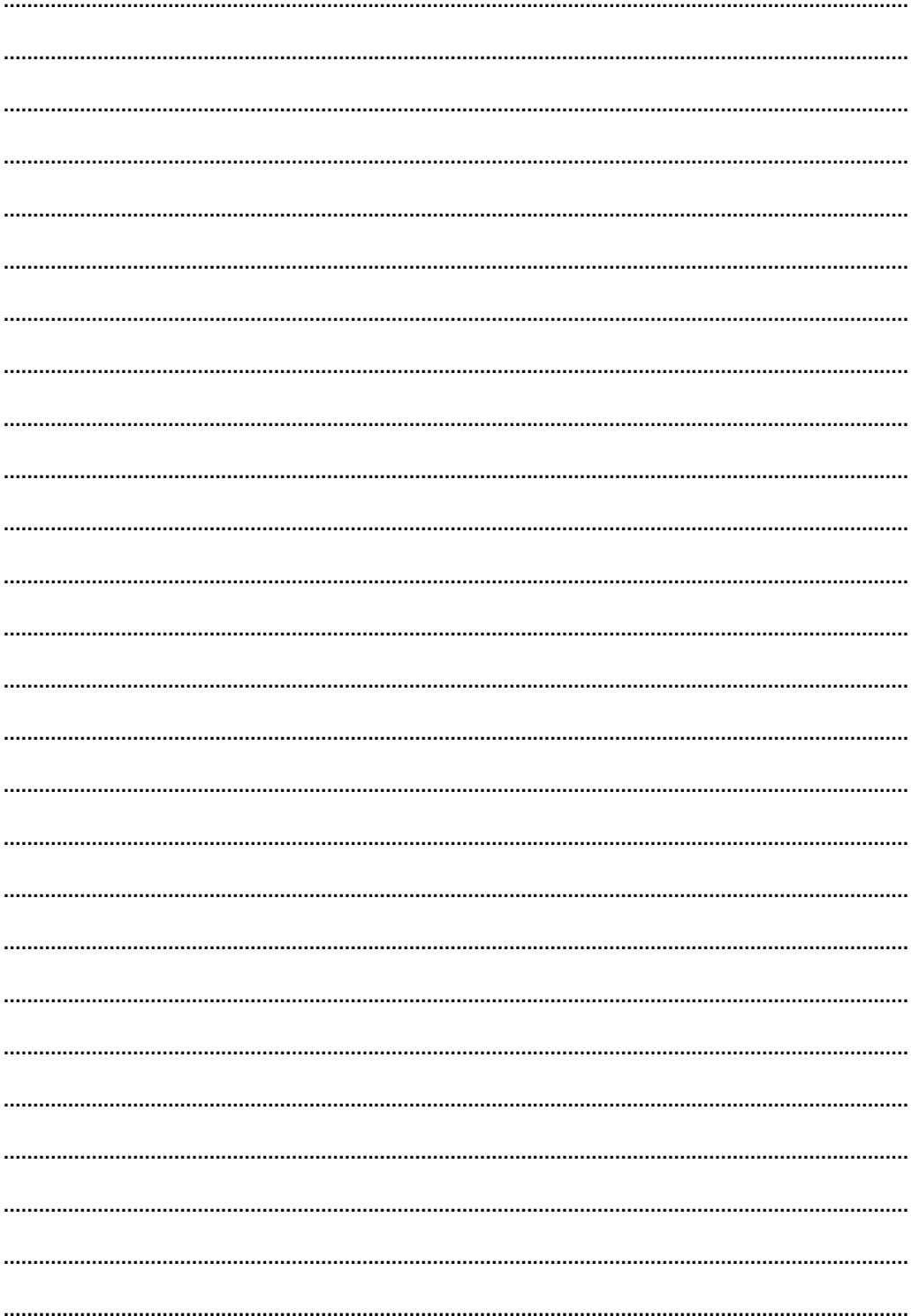
ACADEMIC PLAN - APRIL 2024					
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)
01-04-2024	MON		School closes for summer vacation for Classes IV - VIII		
02-04-2024	TUE				
03-04-2024	WED				
04-04-2024	THU				
05-04-2024	FRI				
06-04-2024	SAT	HOLIDAY			
07-04-2024	SUN				
08-04-2024	MON				
09-04-2024	TUE				
10-04-2024	WED	EID-UL-FITR			
11-04-2024	THU				
12-04-2024	FRI				
13-04-2024	SAT	HOLIDAY			
14-04-2024	SUN				
15-04-2024	MON				
16-04-2024	TUE				

ACADEMIC PLAN - APRIL 2024						
Date	Day	Pre - Primary (LKG-I)	Primary (II - IV)	Junior (V - VII)	Senior (VIII - XII)	
17-04-2024	WED	Declaration of Results for Classes LKG - III				
18-04-2024	THU					
19-04-2024	FRI		Declaration of Results for Classes IV -VIII			
20-04-2024	SAT	HOLIDAY				
21-04-2024	SUN					
22-04-2024	MON	Distribution of Books & Uniform for Classes LKG - III				
23-04-2024	TUE		Distribution of Books & Uniform for Classes IV - VIII			
24-04-2024	WED					
25-04-2024	THU					
26-04-2024	FRI					
27-04-2024	SAT	HOLIDAY				
28-04-2024	SUN					
29-04-2024	MON					
30-04-2024	TUE					

No. of working days : NIL

NOTES :

A series of 25 horizontal dotted lines spanning the width of the page, providing a guide for handwriting practice.



No. of Working Days

Month	No. of working days	No. of days attended	No. of days absent
June 2023	12		
July	23		
August	24		
September	25		
October	22		
November	24		
December	19		
January 2024	21		
February	23		
March	24		
April	-		
Total	217		

% of Attendance for the academic year _____

STUDENT DEFAULT RECORD																								
Default	Jun-23					July-23					Aug-23					Sep-23								
	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
Punctuality			1	2	3		31					1	1	2	3	4	5					1	2	
	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	4	5	6	7	8	9
	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	11	12	13	14	15	16
	19	20	21	22	23	24	17	18	19	20	21	22	21	22	23	24	25	26	18	19	20	21	22	23
	26	27	28	29	30		24	25	26	27	28	29	28	29	30	31		25	26	27	28	29	30	
Uniform			1	2	3		31					1	1	2	3	4	5					1	2	
	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	4	5	6	7	8	9
	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	11	12	13	14	15	16
	19	20	21	22	23	24	17	18	19	20	21	22	21	22	23	24	25	26	18	19	20	21	22	23
	26	27	28	29	30		24	25	26	27	28	29	28	29	30	31		25	26	27	28	29	30	
Home Work			1	2	3		31					1	1	2	3	4	5					1	2	
	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	4	5	6	7	8	9
	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	11	12	13	14	15	16
	19	20	21	22	23	24	17	18	19	20	21	22	21	22	23	24	25	26	18	19	20	21	22	23
	26	27	28	29	30		24	25	26	27	28	29	28	29	30	31		25	26	27	28	29	30	
Class Work			1	2	3		31					1	1	2	3	4	5					1	2	
	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	4	5	6	7	8	9
	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	11	12	13	14	15	16
	19	20	21	22	23	24	17	18	19	20	21	22	21	22	23	24	25	26	18	19	20	21	22	23
	26	27	28	29	30		24	25	26	27	28	29	28	29	30	31		25	26	27	28	29	30	
Discipline			1	2	3		31					1	1	2	3	4	5					1	2	
	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	4	5	6	7	8	9
	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	11	12	13	14	15	16
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	26	27	28	29	30		24	25	26	27	28	29	28	29	30	31		25	26	27	28	29	30	
Activities, Assignments & Projects			1	2	3		31					1	1	2	3	4	5					1	2	
	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	4	5	6	7	8	9
	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	11	12	13	14	15	16
	19	20	21	22	23	24	17	18	19	20	21	22	21	22	23	24	25	26	18	19	20	21	22	23
	26	27	28	29	30		24	25	26	27	28	29	28	29	30	31		25	26	27	28	29	30	
Spoken English			1	2	3		31					1	1	2	3	4	5					1	2	
	5	6	7	8	9	10	3	4	5	6	7	8	7	8	9	10	11	12	4	5	6	7	8	9
	12	13	14	15	16	17	10	11	12	13	14	15	14	15	16	17	18	19	11	12	13	14	15	16
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	26	27	28	29	30		24	25	26	27	28	29	28	29	30	31		25	26	27	28	29	30	

STUDENT DEFAULT RECORD																								
Default	Oct-23					Nov-23					Dec-23					Jan-24								
	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
Punctuality	2	3	4	5	6	7	1	2	3	4	1	2	1	2	3	4	5	6						
	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9	8	9	10	11	12	13
	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16	15	16	17	18	19	20
	23	24	25	26	27	28	20	21	22	23	24	25	18	19	20	21	22	23	22	23	24	25	26	27
	30	31	27	28	29	30	25	26	27	28	29	30	29	30	31									
Uniform	2	3	4	5	6	7	1	2	3	4	1	2	1	2	3	4	5	6						
	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9	8	9	10	11	12	13
	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16	15	16	17	18	19	20
	23	24	25	26	27	28	20	21	22	23	24	25	18	19	20	21	22	23	22	23	24	25	26	27
	30	31	27	28	29	30	25	26	27	28	29	30	29	30	31									
Home Work	2	3	4	5	6	7	1	2	3	4	1	2	1	2	3	4	5	6						
	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9	8	9	10	11	12	13
	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16	15	16	17	18	19	20
	23	24	25	26	27	28	20	21	22	23	24	25	18	19	20	21	22	23	22	23	24	25	26	27
	30	31	27	28	29	30	25	26	27	28	29	30	29	30	31									
Class Work	2	3	4	5	6	7	1	2	3	4	1	2	1	2	3	4	5	6						
	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9	8	9	10	11	12	13
	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16	15	16	17	18	19	20
	23	24	25	26	27	28	20	21	22	23	24	25	18	19	20	21	22	23	22	23	24	25	26	27
	30	31	27	28	29	30	25	26	27	28	29	30	29	30	31									
Discipline	2	3	4	5	6	7	1	2	3	4	1	2	1	2	3	4	5	6						
	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9	8	9	10	11	12	13
	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16	15	16	17	18	19	20
	23	24	25	26	27	28	20	21	22	23	24	25	18	19	20	21	22	23	22	23	24	25	26	27
	30	31	27	28	29	30	25	26	27	28	29	30	29	30	31									
Activities, Assignments & Projects	2	3	4	5	6	7	1	2	3	4	1	2	1	2	3	4	5	6						
	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9	8	9	10	11	12	13
	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16	15	16	17	18	19	20
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	30	31	27	28	29	30	25	26	27	28	29	30	29	30	31									
Spoken English	2	3	4	5	6	7	1	2	3	4	1	2	1	2	3	4	5	6						
	9	10	11	12	13	14	6	7	8	9	10	11	4	5	6	7	8	9	8	9	10	11	12	13
	16	17	18	19	20	21	13	14	15	16	17	18	11	12	13	14	15	16	15	16	17	18	19	20
	23	24	25	26	27	28	20	21	22	23	24	25	18	19	20	21	22	23	22	23	24	25	26	27
	30	31	27	28	29	30	25	26	27	28	29	30	29	30	31									

STUDENT DEFAULT RECORD																		
Default	Feb-24						Mar-24						Apr-24					
	M	T	W	T	F	S	M	T	W	T	F	S	M	T	W	T	F	S
Punctuality				1	2	3					1	2	1	2	3	4	5	6
	5	6	7	8	9	10	4	5	6	7	8	9	8	9	10	11	12	13
	12	13	14	15	16	17	11	12	13	14	15	16	15	16	17	18	19	20
	19	20	21	22	23	24	18	19	20	21	22	23	22	23	24	25	26	27
	26	27	28	29			25	26	27	28	29	30	29	30				
Uniform				1	2	3					1	2	1	2	3	4	5	6
	5	6	7	8	9	10	4	5	6	7	8	9	8	9	10	11	12	13
	12	13	14	15	16	17	11	12	13	14	15	16	15	16	17	18	19	20
	19	20	21	22	23	24	18	19	20	21	22	23	22	23	24	25	26	27
	26	27	28	29			25	26	27	28	29	30	29	30				
Home Work				1	2	3					1	2	1	2	3	4	5	6
	5	6	7	8	9	10	4	5	6	7	8	9	8	9	10	11	12	13
	12	13	14	15	16	17	11	12	13	14	15	16	15	16	17	18	19	20
	19	20	21	22	23	24	18	19	20	21	22	23	22	23	24	25	26	27
	26	27	28	29			25	26	27	28	29	30	29	30				
Class Work				1	2	3					1	2	1	2	3	4	5	6
	5	6	7	8	9	10	4	5	6	7	8	9	8	9	10	11	12	13
	12	13	14	15	16	17	11	12	13	14	15	16	15	16	17	18	19	20
	19	20	21	22	23	24	18	19	20	21	22	23	22	23	24	25	26	27
	26	27	28	29			25	26	27	28	29	30	29	30				
Discipline				1	2	3					1	2	1	2	3	4	5	6
	5	6	7	8	9	10	4	5	6	7	8	9	8	9	10	11	12	13
	12	13	14	15	16	17	11	12	13	14	15	16	15	16	17	18	19	20
	19	20	21	22	23	24	18	19	20	21	22	23	22	23	24	25	26	27
	26	27	28	29			25	26	27	28	29	30	29	30				
Activities, Assignments & Projects				1	2	3					1	2	1	2	3	4	5	6
	5	6	7	8	9	10	4	5	6	7	8	9	8	9	10	11	12	13
	12	13	14	15	16	17	11	12	13	14	15	16	15	16	17	18	19	20
	19	20	21	22	23	24	18	19	20	21	22	23	22	23	24	25	26	27
	26	27	28	29			25	26	27	28	29	30	29	30				
Spoken English				1	2	3					1	2	1	2	3	4	5	6
	5	6	7	8	9	10	4	5	6	7	8	9	8	9	10	11	12	13
	12	13	14	15	16	17	11	12	13	14	15	16	15	16	17	18	19	20
	19	20	21	22	23	24	18	19	20	21	22	23	22	23	24	25	26	27
	26	27	28	29			25	26	27	28	29	30	29	30				

Time Table

Edition:

From Period:

Day	1	2	3		4	5	6		7	8	9
Mon				Break				Lunch & Salah			
Tue											
Wed											
Thur											
Fri											
Sat											

Time Table

Edition:

From Period:

Day	1	2	3		4	5	6		7	8	9
Mon				Break				Lunch & Salah			
Tue											
Wed											
Thur											
Fri											
Sat											