Since 1972

# Holy Angels' Kinder Bijnor, Uttar Pradesh

An Unaided Christian Minority Institution WWW.Stmarysbijnor.com

# Handbook 2020-21



# Holy Angels' Kindergarten

Bijnor - 246 701, Uttar Pradesh



Service

# HOLY ANGELS' KINDERGARTEN BIJNOR

Uttar Pradesh - 246 701



An Unaided Christian Minority Institution

Phone: 01342-255321 E-mail: bijnorschool@gmail.com web. www.stmarysbijnor.com

# Handbook 2020-21

Name		
Class	Section	Admin. No
Ph.:		Mob.:

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# 49<sup>th</sup> Academic Year

Estd on 17 July 1972

#### MARCH 2020 TO FEBRUARY 2021

l Semester	:	March to September
II Semester	:	September to February

#### **KINDERGARTEN HOURS**

Nursery :	Summer	:	07.30 a.m. to 12.00 noon
	Winter	:	08.30 a.m. to 01.00 p.m.
LKG & UKG	Summer	:	07.30 a.m. to 01.15 p.m.
	Winter	:	08.30 a.m. to 02.15 p.m.

#### **OFFICE HOURS**

11.00 a.m. to 12.00 noon

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

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

		Statement made by Parer	-	Photo
-				
		DOB		
		School House		
Aadhar No				
Father's Name	& Profession			
Mother's Nam	e & Profession			
Guardian's Nar	me & Profession .			
Home Address				
Office Address				
Phone (Off)		(Res)	(Mob)	
WhatsApp Nur	nber of parents 1	.)	2)	
Name of own b	prothers and siste	ers studying in this school.		
1			Class	Sec
2			Class	Sec
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standard required of him/her in conduct and studies.

Signatures of

Father

Mother

Guardian

Date.....

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National Anthem

Jana-gana-mana adhinayaka jaya he Bharata bhagya vidhata, Punjab, Sindh, Gujarat, Maratha, Dravida, Utkal, Banga, Vindhya, Himachal, Yamuna, Ganga, Uchchala jaladhi taranga, Tava shubha name jage, Tava shubha ashisa mange, Gahe, tava jaya gatha ! Jana- gana mangala dayaka, jaya he, Bharata bhagya vidhata, Jaya he ! jaya he ! jaya he! Jaya, jaya, jaya, jaya he.

The Pledge

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

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

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

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

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# The School Anthem

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

Fr. Varghese Kottoor CMI

# PROSPECTUS

#### **The Vision Statement**

Holy Angels' Kindergarten, Bijnor, an unaided Christian Minority Institution established in 1972, run and administered by 'The Catholic Diocese of Bijnor', considers school as a powerful agent of transformation of social, intellectual, moral and spiritual and forming, new persons who foster universal and eternal values, and thus fully alive to bring about a 'just society'.

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

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

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

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

#### **Profile of Holy Angels' Kindergarten**

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

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

#### Profile of a Successful Holy Angel

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

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

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

#### Management

Holy Angels' Kindergarten is one of the institutions under the ambience of the Catholic Diocese of Bijnor. This is a Christian minority institution, established by the Catholic Diocese of Bijnor, meant primarily for Catholics but is open to all irrespective of religion, caste or community.

#### Aim

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

#### Curriculum

1. The school year begins in March. The academic year is divided in two semesters - March to September and September to February.

#### I. Admissions & Withdrawals

- 1. A Child who is three years of age on 1st April is eligible to be admitted to nursery. Admission to nursery class will be made after the verification of the filled in registration form and the counseling of the parents.
- 2. Any unfair means like attempt to bribe, recommendation etc. will debar the candidate from getting admission.
- 3. After the admission, if the candidate fails to attend class, no refund of any kind shall be made except for the caution money.
- 4. An application for a T.C. has to reach the Principal's office at least three days in advance.
- 5. The application for a T.C. must be made on the prescribed form along with a fee of Rs. 50/- and must be signed by the parent/guardian.
- 6. Transfer certificate will not be issued until all the dues to the school are paid.
- 7. The students who pass out from UKG will be issued their T.C. along with their Pass Certificate.
- 8. The school reserves the right to ask the parents/guardians to withdraw their child, if his/her progress in studies is found unsatisfactory, his/her attendance is irregular, his/her conduct is harmful to others, and for reasons which in the opinion of the school authorities render his/her continuance in the school undesirable.

#### II. School Uniform

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

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#### A. Summer Uniform

#### Boys

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

#### Girls

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

#### B. Winter Uniform

#### Boys

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

#### Girls

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

#### C. P.T. Uniform (Every Wednesday)

#### Boys

White shirts & white short pants, white socks & white canvas shoes.

Girls

White shirts, white tunic, white ribbons, white hair bands white socks & white canvas shoes. .

#### III. Books & Syllabus

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

#### IV. School Fee

- 1. All the installments are to be paid in The Bijnor Urban Cooperative Bank Ltd, Bijnor.
- 2. Fee may be paid in four installments from 2nd to 15th of April, July, October and January.
- 3. If any student fails to pay the fee on the due date, it shall be paid on 7 & 8 of the following month with a fine of Rs. 50.00 each for the successive months.
- 4. A receipt signed by the bank accountant shall be given for every payment made.
- 5. Students whose school fees fall into the arrears are liable to be debarred from appearing at the terminal examinations and attending the school till the fees are paid. Neither the Report/Progress Card nor the T.C. will be issued till all such dues are paid in full.
- 6. No deductions are made in the fees for vacations or broken periods.
- 7. Tuition Fee concession is extended to a few deserving students on the request of the parents/guardians of such students. Applicants for tuition fee concession will have to submit an income certificate from a competent authority together with the application. Fees once paid will not be refunded.

#### V. Attendance/ Leave Rules

- 1. As regular attendance is an integral element of education and discipline, no leave or absence will be granted except for serious reasons.
- 2. Attendance is compulsory on the opening and the closing day & after each vacation of the academic year.

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- 3. Absence for more than three consecutive days immediately after the vacation renders the student liable to have his/her name struck off the rolls.
- 4. Attendance will be marked at the beginning of the first period. Late comers will not be granted attendance.
- 5. Strict regularity and punctuality is mandatory.
- 6. Leave/Absence record must be duly filled by the class teacher and be signed by the parent/guardian.
- 7. It is compulsory for every student to have at least 75 % of total attendance to appear for exam.
- 8. Absentees in an examination will be considered failed unless it is established satisfactorily that their absence was due to illness.
- 9. Applications for leave shall be submitted to the Principal.
- 10. Applications for leave of absence from the school shall be submitted beforehand. If this is not possible due to unforeseen circumstances, leave should be applied on the following day.
- 11. Applications for sick leave involving more than four days should be supported by a medical certificate by a registered doctor.
- 12. Repeated absence without leave or unexplained absence for more than ten consecutive days, a student's name will be struck off the roll. Readmission, if granted will be done on payment of admission fee and on the availability of vacancy.
- 13. A student returning to the school after suffering from an infectious disease should produce a doctor's certificate permitting her/him to rejoin the class.
- 14. Physical training and games are compulsory. If a child is physically unfit for P.T. and games, a doctor's certificate should be submitted and must obtain permission from the Principal.

#### VI. Examinations and Promotions

The whole academic year is divided into two semesters and examinations are conducted at

the end of every semester. The required pass marks in every subject is 40. Failure to get pass percentage in any subject will result in losing grade.

The grade is allotted in the following manner:

Grade	K.G.
A+	90-100%
A	80-90%
B+	70-80%
В	60-70%
С	40-60%

Promotions are granted on the basis of the whole year's work of a student.

#### Each Unit Test is of 25 Marks :

Written	:	15 Marks
Oral	:	10 Marks

Each Half Yearly and Annual Examination is of 75 Marks.

Written	:	65 Marks
Oral	:	10 Marks

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

#### VI. Co-curricular

Every Saturday there will be class activities for Nursery to U.K.G.

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#### VII. Accidents

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

#### VIII. Discipline

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

- 1. Students shall reach the school at least five minutes before the first bell. Once gate is closed, late comers are not permitted to enter in to the school campus.
- 2. Students shall come to school in proper uniform always. Even if they come only for office work, they have to come in school uniform.
- 3. Students shall respectfully greet all the staff members and elders whenever they meet them either inside or outside the school.
- 4. Students shall stand in attention position while talking to teachers and elders and not lounge with their hands in their pockets.
- 5. While going to the morning assembly, P.T. classes or when changing class rooms, the students should go silently in single line without disturbing the neighbouring classes and should keep to the left of the corridors.

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- 6. Students shall not leave the class rooms during any period without permission and class pass. They are prohibited from going out of the school premises during school hours without the permission of the Principal. Students shall not enter into other class without permission of the class teachers.
- 7. Students should bring to the class all necessary test books and note books according to the time table.
- 8. Students shall be regular in submitting their home assignments.
- 9. Irregular attendance, truancy, insubordination to teachers, and authority's habitual neglect of studies, indifference to school work and obscenity in word or action are sufficient reasons for suspension of a pupil.
- 10. Students shall keep the school premises and class rooms clean and shall not destroy plants or flowers or litter up the place.
- 11. Exchange of articles, gifts/money between students are strictly prohibited.
- 12. Running, playing or shouting inside the school building is prohibited.
- 13. Gifts to teachers in kind or cash is prohibited.
- 14. Students shall not bring valuable articles to the school like Gold, Silver, etc. and if found violating a fine of Rs.100/- will be levied. The school is not responsible for the loss of books, money, clothes and other articles.
- 15. Strict regularity, implicit obedience, politeness and courtesy in speech and conduct, and cleanliness of dress and person are mandatory.
- 16. Every student shall bring the handbook to the school daily, and is expected to handle it with care and keep it in a good condition throughout the academic year.
- 17. The students are not allowed to tattoo the visible parts of their body. At the time of admission

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the candidates will be checked for the same. The candidate may be denied admission if they are found bearing tattoos. A student can be dismissed from the school for violation of this rule.

18. All students will be issued Identity Cards in the beginning of the academic year. It is compulsory for them to wear it every day, and also whenever they go out, representing the school, for various competitions, picnics, exhibitions, etc.

#### IX. For the Kind Attention of Parents/Guardians

- 1. Parents are requested to bear in mind that Holy Angels' Kindergarten gives great importance to create a sound character in the pupils. Therefore, the parents are expected to co-operate with the school by making their children understand that a well ordered and a disciplined way of life is as important at home as in the school.
- 2. Parents are requested to co-operate with the school authorities in enforcing discipline.
- 3. Parents are expected to sign progress reports or any other similar documents when requested for. The failure to do so will put their children to great inconvenience.
- 4. Parents are requested to keep an eye on the regularity and punctuality record.
- 5. Particular attention should be paid to the uniform of their wards. Pupils who do not wear neat and proper uniform will not be admitted in the class and would be sent home.
- 6. Parents are strictly forbidden to meet their wards or their teachers during the class hours.
- 7. The Handbook is a record of reference. We recommend that the parents check the handbook of their child regularly, and enforce regularity and discipline at home also. Kindly monitor whether the wards prepare their lessons and do the assigned home works. Remark made in the hand book should be checked and countersigned.

- 8. Withdrawal of the wards from the school for mere social functions is not recommended, because it disturbs the child's progress in the school.
- 9. Parents' failure to attend the meeting called by the Principal amounts to lack of co-operation, and defeats the whole aim of education. In such a situation the school authorities have no other option than to request the parents to withdraw the ward.
- 10. If a student is ill for a long period the Principal must be informed through a leave letter as early as possible.
- 11. A student shall not attend the school if he/she is infected by a contagious disease until the danger of infection has passed. Intimation to this effect must be given to the principal.
- 12. If an absence due to illness lasts for more than three days, an application for leave must be made to the principal, accompanied by a registered doctor's certificate.
- 13. Those who return to the school after absenting themselves without leave application is not permitted to enter the class without the permission of the principal.
- 14. Parents are requested to report changes in the address or the telephone numbers to the school authority in writing in order to avoid inconvenience.
- 15. Parents are welcome to visit the school and discuss the problems of their wards with the teachers on the day of parent-teachers meeting and with the Principal on any day with prior appointment. However, they are not allowed to enter class rooms during the school hours.
- 16. Parents are requested not to send their wards for private tuition; at any cost they shall not send them to their teachers.
- 17. When students are taken on tours/picnics or excursions, utmost care will be taken by the school of their safety. However, the authorities take up no responsibility for any untoward incident which may take place on such occasions.

- 18. Complaints, if any, should be made in writing and submitted to the Principal.
- 19. Parents/guardians will not be allowed to take their wards home during the school hours, unless it is in the extremity of emergency.
- 20. Parents are requested to send packed lunch (only vegetarian) with their wards. Food packets or water bottles will not be accepted at the gate or reception.
- 21. Parents/guardians of each student will be provided a parent/guardian identity card, which can be used as an entry card to enter the school campus. This card will have photographs of both parents and the student. Parents or guardians are requested to bring this card whenever they come to the school for any matter concerning their wards, even for picking up of their wards at dispersal, failing which they will not be allowed to enter the school campus or meet their wards.
- 22. The school gate will not be opened for anyone during recess.
- 23. Enrolment in Holy Angels' Kindergarten implies on the part of the student and his/ her parent, willingness to comply with the requirements and regulations of the school, which will be revised from time to time.
- 24. Parents shall send their wards to the school on all national festivals like Independence day, Republic day, Gandhi Jayanti, etc. in order to instill patriotism in the children. Attendance will be taken and a fine of Rs.100/- will be levied from students who do not come to school on these days.
- 25. Parents shall send their children to school only in those vehicles which are approved by the government. The management does not provide transport facility for the students. It is the sole responsibility of the parents to arrange safe vehicles for the students.

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Calendar 2020-21

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	JUNE								
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NOVEMBER								
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	DECEMBER										
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	JANUARY									FEE	3R
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### March 2020

Date	Day	Particulars
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	
5	Thursday	
6	Friday	
7	Saturday	
8	Sunday	
9	Monday	
10	Tuesday	
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	
15	Sunday	
16	Monday	Inauguration of 49th Academic Year: Special Assembly
17	Tuesday	
18	Wednesday	
19	Thursday	Diocese Day: Holiday
20	Friday	
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	
29	Sunday	
30	Monday	
31	Tuesday	

April 2020

Date	Day	Particulars
1	Wednesday	Initiation Ceremony of Nursery Students
2	Thursday	Ram Navmi: Holiday
3	Friday	Fee Dates for First Instalment Begin - Till 15 <sup>th</sup> April
4	Saturday	
5	Sunday	
6	Monday	Mahavir Jayanti: Holiday
7	Tuesday	
8	Wednesday	
9	Thursday	Maundy Thursday: Holiday
10	Friday	Good Friday: Holiday
11	Saturday	Holy Saturday: Holiday
12	Sunday	Easter: The Resurrection of Jesus Christ
13	Monday	
14	Tuesday	Ambedkar Jayanti: Holiday
15	Wednesday	Manager's Day
16	Thursday	
17	Friday	
18	Saturday	Activity Day: Bank River Act (L.K.G. & U.K.G.)
19	Sunday	
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	Activity Day: In and Out activity (Nur.) & Passing the Ball Activity (L.KG & U.K.G.)
26	Sunday	
27	Monday	
28	Tuesday	
29	Wednesday	
30	Thursday	

# May 2020

Date	Day	Particulars
1	Friday	International Labours' Day - Special Assembly Honouring Support Staff
2	Saturday	1 <sup>st</sup> Unit Test Begins for L.K.G and U.K.G.
3	Sunday	
4	Monday	
5	Tuesday	Fee Date with Late Fee
6	Wednesday	Fee Date with Late Fee
7	Thursday	Buddhapurnima: Holiday
8	Friday	
9	Saturday	Last Working Day for Nursery Students
10	Sunday	
11	Monday	I <sup>st</sup> Unit Test ends
12	Tuesday	Picnic for L.K.G. and U.K.G.
13	Wednesday	
14	Thursday	
15	Friday	P.T.M., Summer Holidays Begin for the Students
16	Saturday	Last Working Day for the Staff.
17	Sunday	
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	
24	Sunday	
25	Monday	
26	Tuesday	
27	Wednesday	
28	Thursday	
29	Friday	
30	Saturday	
31	Sunday	

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June 2020

Date	Day	Particulars
1	Monday	
2	Tuesday	
3	Wednesday	
4	Thursday	
5	Friday	Fee Date with Late Fee
6	Saturday	Fee Date with Late Fee
7	Sunday	
8	Monday	
9	Tuesday	
10	Wednesday	
11	Thursday	
12	Friday	
13	Saturday	
14	Sunday	
15	Monday	
16	Tuesday	
17	Wednesday	
18	Thursday	
19	Friday	
20	Saturday	
21	Sunday	International Yoga Day
22	Monday	
23	Tuesday	
24	Wednesday	
25	Thursday	
26	Friday	
27	Saturday	
28	Sunday	
29	Monday	
30	Tuesday	Working Day for Staff

# July 2020

Date	Day	Particulars
1	Wednesday	School Re-opens after Summer Holidays
2	Thursday	Fee Dates for Second Instalment Begin - Till 15 July
3	Friday	Saint Thomas Day: Holiday
4	Saturday	
5	Sunday	Seminar for Parents
6	Monday	
7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	
11	Saturday	Solo Singing Competition, Fruits Activity (Nur.) & Date Activity (L.KG & U.K.G.)
12	Sunday	
13	Monday	
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	Vegetable Activity (Nur.) & Weather Activity (L.K.G & U.K.G.)
19	Sunday	
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	Fancy Dress Competition
26	Sunday	
27	Monday	
28	Tuesday	Feast of Saint Alphonsa
29	Wednesday	
30	Thursday	
31	Friday	P.T.M.

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# August 2020

Date	Day	Particulars	
1	Saturday	Id-ul-Zuha (Bakra Eid): Holiday (Transferable)	
2	Sunday		
3	Monday	Rakshabandhan: Holiday	
4	Tuesday		
5	Wednesday	Fee Date with Late Fee	
6	Thursday	Fee date with Late Fee	
7	Friday		
8	Saturday	Solo Dance Competition for L.K.G. & U.K.G.	
9	Sunday		
10	Monday	Badminton Tournament in St. Mary's School: Holiday	
11	Tuesday		
12	Wednesday	Janmashtami: Holiday	
13	Thursday		
14	Friday		
15	Saturday	Independence Day Celebration	
16	Sunday		
17	Monday		
18	Tuesday		
19	Wednesday		
20	Thursday		
21	Friday		
22	Saturday	Maths Counting Activity (Nur.) & Vegetable Fruits Activity (L.K.G. & U.K.G.)	
23	Sunday		
24	Monday		
25	Tuesday		
26	Wednesday		
27	Thursday		
28	Friday		
29	Saturday	Rhyme Recitation for Nursery, Reading Competition for L.K.G. & U.K.G.	
30	Sunday	Moharram:	
31	Monday		

# September 2020

Date	Day	Particulars	
1	Tuesday		
2	Wednesday	Fee Date with Late Fee	
3	Thursday	Fee Date with Late Fee	
4	Friday		
5	Saturday	Teachers' Day Celebration	
6	Sunday		
7	Monday	I <sup>st</sup> Semester Examination Begins	
8	Tuesday	Birthday of Mother Mary (St. Mary's Day)	
9	Wednesday		
10	Thursday		
11	Friday		
12	Saturday		
13	Sunday		
14	Monday		
15	Tuesday		
16	Wednesday		
17	Thursday		
18	Friday		
19	Saturday		
20	Sunday		
21	Monday		
22	Tuesday		
23	Wednesday		
24	Thursday		
25	Friday		
26	Saturday	Shapes Activity (Nur.) & Maths Activity (L.K.G. & U.K.G.)	
27	Sunday		
28	Monday		
29	Tuesday		
30	Wednesday	P.T.M	

### October 2020

Date	Day	Particulars	
1	Thursday	Fee Dates for Third Instalment Begin - Till 15 October	
2	Friday	Gandhi Jayanti Celebration	
3	Saturday	Passing the Ball Activity (Nur.) & English Rub Activity (L.K.G. & U.K.G.)	
4	Sunday		
5	Monday		
6	Tuesday		
7	Wednesday		
8	Thursday		
9	Friday		
10	Saturday	Speech Competition	
11	Sunday		
12	Monday		
13	Tuesday		
14	Wednesday		
15	Thursday		
16	Friday		
17	Saturday		
18	Sunday	Working Day for Staff	
19	Monday	Inter-School Cultural Meet: Holiday for Students	
20	Tuesday	Inter-School Cultural Meet : Holiday for Students	
21	Wednesday	Inter -School Cultural Meet: Holiday for Students	
22	Thursday	······	
23	Friday		
24	Saturday	Dussehra: Holiday	
25	Sunday	Dussehra: Holiday	
26	Monday		
27	Tuesday		
28	Wednesday		
29	Thursday		
30	Friday	Id-e-Milad: Holiday (Transferable)	
31	Saturday		

### November 2020

Date	Day	Particulars	
1	Sunday		
2	Monday		
3	Tuesday		
4	Wednesday		
5	Thursday	Picture Making Competition (L.K.G. & U.K.G.) & Story Telling Competition (Nur.)	
6	Friday	Fee Date with Late Fee.	
7	Saturday	Fee Date with late Fee, Time Activity (Nur.) Apple, Banana, Orange Activity (L.K.G. & U.K.G.)	
8	Sunday		
9	Monday		
10	Tuesday		
11	Wednesday		
12	Thursday	Deepawali Celebration	
13	Friday	Deepawali Holiday	
14	Saturday	Deepawali Holiday	
15	Sunday	Deepawali Holiday	
16	Monday	Deepawali Holiday	
17	Tuesday		
18	Wednesday		
19	Thursday		
20	Friday		
21	Saturday		
22	Sunday		
23	Monday		
24	Tuesday		
25	Wednesday		
26	Thursday		
27	Friday		
28	Saturday	Annual Day	
29	Sunday	Annual Day	
30	Monday	Guru Nanak Jayanti: Holiday	

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### December 2020

Date	Day	Particulars	
1	Tuesday		
2	Wednesday		
3	Thursday		
4	Friday		
5	Saturday		
6	Sunday		
7	Monday	II Unit Test Begins, Fee Date with Late Fee	
8	Tuesday	Fee Date with Late Fee	
9	Wednesday		
10	Thursday		
11	Friday		
12	Saturday		
13	Sunday		
14	Monday		
15	Tuesday		
16	Wednesday		
17	Thursday	Star Making Competition (Nursery), Paper Santa (L.K.G.) Christmas Tree (U.K.G.)	
18	Friday	P.T.M.	
19	Saturday	Christmas Celebration	
20	Sunday	Christmas Holiday	
21	Monday	Christmas Holiday	
22	Tuesday	Christmas Holiday	
23	Wednesday	Christmas Holiday	
24	Thursday	Christmas Holiday	
25	Friday	Christmas Holiday	
26	Saturday	Christmas Holiday	
27	Sunday		
28	Monday		
29	Tuesday		
30	Wednesday		
31	Thursday		

# January 2021

Date	Day	Particulars
1	Friday	New Year Day: Holiday
2	Saturday	
3	Sunday	Fee Dates for the Last Instalment Begin - Till 15 January 2021
4	Monday	
5	Tuesday	
6	Wednesday	
7	Thursday	
8	Friday	
9	Saturday	Action Word Activity (Nur.) In front of, behind and between activity (L.K.G. & U.K.G.)
10	Sunday	
11	Monday	
12	Tuesday	
13	Wednesday	
14	Thursday	
15	Friday	
16	Saturday	Passing the Balloon (Nur.) & Opposite Word Activity (L.K.G. & U.K.G.)
17	Sunday	
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	
22	Friday	
23	Saturday	Word Making Competition for L.K.G. & U.K.G.
24	Sunday	
25	Monday	
26	Tuesday	Republic Day Celebration
27	Wednesday	
28	Thusday	
29	Friday	
30	Saturday	Touch the Flashcard Activity (Nur.), One Word One Step (L.K.G. & U.K.G.)
31	Sunday	

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# February 2021

Date	Day	Particulars
1	Mon	Fee Date with Late Fee
2	Tue	Fee Date with Late Fee
3	Wed	
4	Thu	
5	Fri	
6	Sat	
7	Sun	
8	Mon	Annual Exam Begins
9	Tue	
10	Wed	
11	Thu	World Day of Sick
12	Fri	
13	Sat	
14	Sun	
15	Mon	
16	Tue	
17	Wed	
18	Thu	
19	Fri	
20	Sat	
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	

### ASSEMBLY THEMES IN THE YEAR 2020-2021

r	
April 2020	
01 - 04	God is great
06 - 11	Faith in God
13 - 18	Blessings of God in my life
20 - 25	My life a gift of God
27 - 30	Meditation
May 2020	
01 - 02	Friends
04 - 09	Save water
11 - 16	Importance of trees
July 2020	
01 - 04	Cleanliness
06 - 11	Obey your elders
13 - 18	Hard work and success
20 - 25	Importance of green vegetables
27 - 31	Pollution
August 2020	
01 - 08	Importance of time management
10 - 15	Our country India
17 - 22	National leaders
24 - 31	Saluting the heroes
September 2020	
01 - 05	Teachers-our guiding stars
07 - 12	My Family my strength
14 - 19	Honesty is the best policy
21 - 26	Mother
28 - 30	Forgiveness

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October 2020	
01 - 03	My School
05 - 10	Healthy Food
12 - 17	Good Habits
19 - 24	My Parents
26 - 31	My Hobby
November 2020	
02 - 07	Our Helpers
09 - 14	Diwali- Festival of lights
16 - 21	Discipline
23 - 30	Joy of sharing
December 2020	
01 - 05	Love our nature
07 - 12	Believe in yourself
14 - 19	States of India
21 - 26	Christmas - a festival of love
28 - 31	Gratitude
January 2020	
01 - 02	Love our neighbour
04 - 09	Etiquettes in school
11 - 16	Etiquettes at home
18 - 23	Constitution of India
25 - 30	My country my pride
February 2020	
01 - 06	Never give up in life
08 - 13	Thank God for everything

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# **OUR FATHER**

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

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

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# HAIL MARY

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

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

# **PRAYER FOR PEACE**

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

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

Amen. (Prayer of St. Francis of Assisi)

# **PRAYER BEFORE CLASS**

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

# **PRAYER AFTER CLASS**

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

#### **1. ABIDE WITH ME**

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

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

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

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

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

#### 2. BE WITH US MARY

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

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

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

#### 3. OPEN YOUR HEART

Open your heart (2). Open your heart to Jesus. He knocks today, do not delay But open your heart to Jesus In to my heart (2) Come into my heart, Lord Jesus Come today, come in to stay Come into my heart, Lord Jesus. He is in my heart forever. He never goes this I know. He is in my heart forever.

## 4. MAKE MEACHANNEL

Make me a channel of Your peace Where there is hatred let me sow your love Where there is injury, your pardon, Lord And where there's doubt, true faith in you O Master, grant that I may never seek So much to be consoled, as to console; To be understood, as to understand; To be loved, as to love with all my soul. Make me a channel of Your peace. Where there's despair in life, let me bring hope; And where there is darkness, only light, And where there's sadness ever joy; Make me a channel of Your peace It is in pardoning that we are pardoned; In giving to all men that we receive; And in dying that we're born to eternal life.

#### 5. IN NEED OF LIBERATION

The world stands in need of liberation, my Lord; It still has to feel Your power,

The blind and the deaf, the dumb and the maimed

All need to feel Your healing touch

The world stands in need of liberation, my Lord;

It still has to learn to love.

There are those who have eyes but refuse to See the Inhumanity that's done There are those who have ears but refuse to Hear the cries of those in agony There are those who have talents they do not Use to build a true community And we know that we all have the talent to love, But leave it buried in ourselves.

#### 6. SILENT NIGHT, HOLY NIGHT

Silent night, holy night, All is calm all is bright, Round you' Virgin Mother and child Holy infant so tender and mild Sleeps in heavenly peace (2) Silent night, holy night, Darkness flies, all is light, Shepherds, hear the angels sing Alleluia hail the King ! Christ the Saviour is born. (2) Silent night, holy night, Child of heaven, O how bright, Thou didst smile when thou was born, Blessed be that happy morn, Full of heavenly joy. (2)

## 7. JINGLE BELLS

Dashing through the snow In a one-horse open sleigh O'er the fields we go Laughing all the way Bells on bob tails ring Making spirits bright What fun it is to ride and Sing a sleighing song tonight

- Chorus Jingle Bells Jingle all the way Oh! What fun it is to ride In a one horse open sleigh
  - A day or two ago I thought I'd take a ride And soon my assistant Was seated by my side The horse was lean and lank Misfortune seemed his lot He got into a drifted bank And we, we got upset

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#### 8. BUILDING UP

Building up the temple (2) Building up the temple of the Lord Parents are my helpers Teachers are my helpers Building up the temple of the Lord

> We are the temple Your are the temple Building up the temple of the Lord Parents are my helpers Teachers are my helpers Building up the temple of the Lord Building up the temple of the Lord

#### 9. EVERY PERSON

Every person is a gift of God (3) A wonderful marvellous gift I am a gift You are a gift`` Every person is a gift – A very special gift we share With every one we meet Every person is a gift.

### 10. शान्ति का दूत बना

शान्ति का दूत बना प्रभू जी मुझे शान्ति का दूत बना प्रभू जी। जहाँ हो घृणा वहाँ प्यार भरने दिल के हरे – हरे घाव भरने शंकित मन में विश्वास दीप जलाने मुझे शान्ति का दूत बना प्रभुजी। निराश मन में आशा जगाने अंधियारे में ज्योति जलाने। दःख में आनन्द बहार लाने मुझे शान्ति का दुत बना प्रभुजी। दूँ मैं दिलासा, दिलासा न खोजूँ समझा न जाऊँ सबको समझूँ। निस्वार्थ मन से नित प्यार करने मुझे शान्ति का दूत बना प्रभुजी। सब कुछ देकर ही हम पाते हैं क्षमा करके ही क्षमा पाते हैं। मर मिटकर ही जीवन पाते हैं मुझे शान्ति का दुत बना प्रभुजी।

# 11. तेरी है जमीं तेरा आसमाँ

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Date	Remarks	Teacher's Signature	Parent's Signature

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PARENT-TEACHER COMMUNICATION			
Date	Remarks	Teacher's Signature	Parent Signatı

I <sup>st</sup> UNIT TEST - TIME TABLE					
Date	Subject	Syllabus			

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	HALF YEARLY EXAN	1 - TIME TABLE			
Date	Subject	Syllabus			

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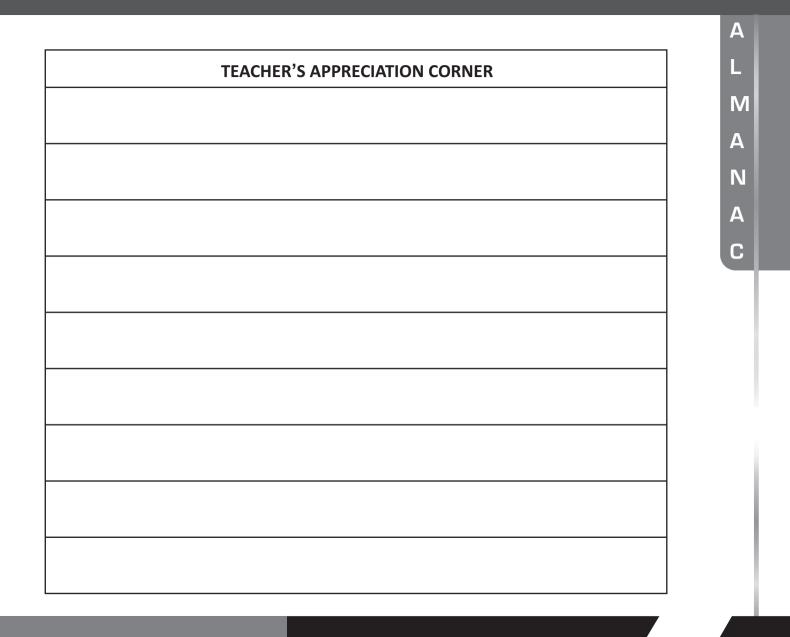
II <sup>nd</sup> UNIT TEST - TIME TABLE					
Date	Subject	Syllabus			

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	ANNUAL EXAM -	TIME TABLE			
Date	Subject	Syllabus			

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# LEAVE APPLICATION

				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian

				Date
Master/Kum.	Std	Div	needs	day(s) leave
fromfor (rease	on)			
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum.	Std	Div	needs	day(s) leave
fromfor (rease	on)			
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum.	Std	Div	needs	day(s) leave
fromfor (rease	on)			
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian

				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian

				Date
Master/Kum.	Std	Div	needs	day(s) leave
fromfor (rease	on)			
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum.	Std	Div	needs	day(s) leave
fromfor (rease	on)			
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum.	Std	Div	needs	day(s) leave
fromfor (reaso	on)			
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian

				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian
				Date
Master/Kum	Std	Div	needs	day(s) leave
fromfor (reason)				
Granted : Class teacher				Your faithfully
Principal				Parent/Guardian

REGULARITY RECORD 2020-2021							
Date	March	April	Мау	June	July	August	
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REGULARITY RECORD 2020-2021								
Date	March	April	Мау	June	July	August		
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REGULARITY RECORD 2020-2021								
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REGULARITY RECORD 2020-2021								
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TIME TABLE								
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IV								
			LUNCH BREAK					
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VI								
VII								
VIII								

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	TIME TABLE								
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			LUNCH BREAK						
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VII									
VIII									

	Application for Transfer Certificate	
То	Date	
	Holy Angels' Kindergarten, Bijnor, U.P. 246 701	
Respe	ected Principal,	
given :	Please issue me the Transfer Certificate of my son/daughter. The necessary particular :	rs are
Pupil's	s name in full	
Class.		
Year o	of admission	
Date o	of leaving	
Reaso	on for leaving	
	Yours fai	thfully
	Parent/Gua	ardian
	ffice use only :	
	II fees/dues have been paid. ibrary books returned.	

- 3. Name has been cancelled from Class Register.
- 4. School leaving certificate may be issued.

Principal

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	SCHOOL PICNIC/TOUR	1.1
То	Date	
Rev. Sr. Principal	orton	M
Holy Angels' Kinderga Bijnor, U.P. 246 701		Α
	Sub. : School Picnic / Tour	N
Name of the Student : _		A
Class : _	Section:	A
		C
Dear Rev. Sr. Principal		
I hereby give my cons	sent to my child to join in the Picnic / Tour arranged by the School. I shall not	
blame the School manageme	nt for any untoward happening during the Picnic/Tour.	
Date	Signature of the Parent	
Parent's Address		
Phone No	WhatsApp No	

	Holy Angels' Kinde Statement made by P	•	Photo
Pupil's Name			
Sex Age	DOB	Blood Group	
Class Section	School House	Admission	No
Aadhar No			
Father's Name & Profession			
Mother's Name & Profession	۱		
Guardian's Name & Professi	on		
Home Address			
Office Address			
Phone (Off)	(Res)	(Mob)	
Name of own brothers and s	sisters studying in this scho	ol.	
1		Class	Sec
2		Class	Sec
3		Class	Sec
	pal/Management from tim	ned in this Handbook, and all th ne to time and see that my c	
- Signatures of	Father	Mother	Guardian
Date			

V

# Jesus One Solitary Life

He was born in an obscure village, the child of a peasant. He grew up in another village, where He worked in a carpenter shop until he was 30. Then, for three years, He was an itinerant preacher. He never wrote a book. He never held an office. He never had a family or owned a home. He did not go to school. He never lived in a big city. He never traveled 200 miles from the place where He was born. He did none of those things we normally associate with greatness. He had no credentials but himself.

While He was still a young man, the tide of public opinion turned against him. His friends ran away. One of them denied Him. He was turned over to His enemies and went through the mockery of a trial. He was nailed to a wooden cross between two thieves. While He was dying on the cross, His executioners gambled for the only piece of property he had on earth, and that was his coat. When He was dead, He was buried in a borrowed grave through the mercy of a friend.



Three days after His death, His tomb was found empty. He had risen from the dead and appeared to His disciples and told them not to be afraid. Before ascending into heaven He commanded His disciples to go into the entire world and proclaim the Good News to all.



# Holy Angels' Kinder Barten

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