



St. Mary's School

Bijnor, Uttar Pradesh

(An Unaided Christian Minority Institution)



A large, three-story school building with a red and white facade and a red roof. The building has several windows and is partially obscured by green trees. In the foreground, there is a blue sign with white text that reads "ST. MARY'S SCHOOL BIJNOR". Below the sign is a green canopy and a metal gate. A white wall with red arches runs along the front of the school.

ST. MARY'S SCHOOL
BIJNOR

St. Mary's School

Bijnor - 246 701, Uttar Pradesh

WISDOM

DEVOTION

SERVICE

ST. MARY'S SCHOOL

Bijnor, Uttar Pradesh - 246 701



An Unaided Christian Minority Institution

Affiliated to ICSE, New Delhi

Affiliation No. UP021



01342-255330 (Senior Block)

01342-265330 (Primary Block)

E-mail: bijnorschool@gmail.com

web. www.stmarysbijnor.com

Handbook 2019-20

Name.....

Class Section Admin. No.

Ph.:..... Mob.:

SCHOOL YEAR

48th Academic Year

MARCH 2019 TO FEBRUARY 2020

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

SCHOOL HOURS

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

OFFICE HOURS

11.00 a.m. to 01.00 p.m.

To meet the Principal without appointment

11.00 a.m. to 12.00 Noon

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

St. Mary's School, Bijnor

Statement Made by Parents/Guardian



Pupil's Name

Sex Age DOB Blood Group.....

Class Section School House Adm.No.

Aadhar No.

Father's Name & Profession

Mother's Name & Profession

Guardian's Name & Profession

Home Address

Office Address

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

Name of own brothers and sisters studying in this school.

1. Class Sec

2. Class Sec

3. Class Sec

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

Signatures of

_____ Father

_____ Mother

_____ Guardian

Date.....



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.

Rabindra Nath Tagore

THE PLEDGE

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

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

I shall always strive to be worthy of it.

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

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

THE SCHOOL ANTHEM

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

By Fr. Varghese Kottoor CMI

PROSPECTUS

The Vision Statement

St. Mary's School, Bijnor, an unaided Christian Minority Institution established in 1972, run and administered by 'The Education Society of the Diocese of Bijnor', considers school as a powerful agent of transformation of social, intellectual, moral and spiritual and forming, new persons 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 St. Mary's School

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

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

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.

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

St. Mary's School is one of the schools under the ambience of the Education Society of the Diocese of Bijnor. The school is affiliated to the Council for the Indian School Certificate Examinations, New Delhi. 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 October to February. The courses of studies followed in the school lead to:-Indian Certificate of Secondary Examination (Class-X)–ICSE Indian School Certificate Examinations (Class–XII) ISC.

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

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

RULES AND REGULATIONS

i. Admissions & Withdrawals

1. Every pupil seeking admission to class I, having passed from Holy Angels' Kindergarten, has to seek admission in the school with the transfer certificate.

All the fresh admissions will be made after the entrance test if seats are available. The Application form must be accompanied by the latest progress report together with the transfer certificate from the school last attended. Pupils are not admitted to the higher classes until they have been tested, and the right to admit them to those classes for which they have been found fit, is entirely reserved with the school authorities.

2. Parents / Guardians should take utmost care to fill in the correct date of birth and name of the child as these will not be changed in future.
3. The pupils will have to take admission to Class XI. Choice of subjects / group (Science, Mathematics, Commerce) shall be offered to the pupils on the basis of their performance in the Pre-board and ICSE Examinations. The criteria or cut off percentage shall vary from year to year depending up on the overall results of the pupils in the relevant subjects in the ICSE Examinations.

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

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

ii. School Uniform

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

1. Summer Uniform

Boys (I - XII)

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

Girls (I-VIII)

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

Girls (IX - XII)

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

2. Winter Uniform

Boys (I-XII)

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

Girls (I-VIII)

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.

Girls (IX - XII)

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

3. P.T. Uniform**Boys (I-XII)**

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

Girls (I-VIII)

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

Girls (IX - XII)

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

iii. Books & Syllabus

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

iv. School Fee

1. All the installments are to be paid in the prescribed bank.

2. Fee shall be paid in 4 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. Fees once paid will not be refunded.
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 in March/April.
8. Besides the regular tuition fees and special fee, caution money of Rs. 1000/- will be charged from each student who is granted admission to class XI. This will be returned when the student leaves the school, after deducting the damages.

v. Attendance/ Leave Rules

1. As regular attendance is an integral element of education and discipline, no leave or absence will be granted except for serious reasons.
2. Attendance is compulsory on the opening and the closing day & after each vacation of the academic year.
3. Absence for more than three consecutive days immediately after the vacation renders the student liable to have his/her name struck off the rolls.
4. Attendance will be marked at the beginning of the first period. Late comers will not be granted attendance.

5. Strict regularity and punctuality is mandatory.
6. Leave/Absence record must be duly filled by the class teacher and be signed by the parent/guardian.
7. It is compulsory for every student to have 80% of total attendance to appear for exam.
8. Absentees in an examination will be considered failed unless it is established satisfactorily that their absence was due to illness, or any other serious reason.
9. Applications for leave shall be submitted to the Principal.
10. Applications for leave of absence from the school shall be submitted beforehand. If this is not possible due to unforeseen circumstances, leave should be applied on the following day.
11. 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	Class I-V	Class VI-XII
A+	90-100%	90-100%
A	80-90%	80-90%
B+	70-80%	70-80%
B	60-70%	60-70%
C	40-60%	40-60%
D - Fail (Below 40%)		

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

Unit Tests	:	10%
Half yearly Examination	:	40%
Annual Examination	:	50%

Each Unit Test is of 25 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.

vii. House System

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

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

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

ix. Accidents

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

x. Alumni Association

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

xi. Private Tuition

1. Private tuition is not encouraged. Those who engage in private tuition are liable to disciplinary action by the management.
2. Parents shall not engage the staff of the school to extend private tuition to their wards outside the school.
3. The parent/guardian may engage a private tutor only after consulting the principal. The principal or the management of the school is not responsible for any misunderstanding that may arise between the parent/guardian and the member of the staff taking the tuition.
4. Students are not expected to go to teachers of this school for private tuition.

xii. Responsibilities of School Leaders and Cabinet

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

xiii. Discipline

All the rules and regulations that are in force from time to time are binding upon all the 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 be in proper 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.
6. Students shall not leave the class rooms during any period without permission and class pass. They are prohibited from going out of the school premises during school hours without the permission of the Principal. Students shall not enter into other class without permission of the class teachers.
7. Students shall not bring cell phones and similar electronic gadgets to the school, and if found violating, a fine of Rs. 500/- will be levied, and the gadgets will not be returned during the academic year. Students shall not defame the school or any staff member through the social sites.
8. Students are strictly forbidden to use motor vehicles during school working hours and in school uniform, and if found violating, a fine of Rs. 500/- will be levied.
9. Students should bring to the class all necessary test books and note books according to the time table. Books or Magazines other than syllabus shall not be brought to the class.

10. Students shall be regular in submitting their home assignments. Disciplinary action will be taken for failure in doing so. Projects prepared by outsiders are not accepted.
11. Irregular attendance, truancy, insubordination to teachers, and authority's habitual neglect of studies, indifference to school work and obscenity in word or action are sufficient reasons for suspension of a pupil.
12. Any kind of damage caused to the school property must be compensated by the parent/guardian of the ward. The decision of the Principal regarding the compensation to be paid is final.
13. Students shall keep the school premises and class rooms clean and shall not destroy plants or flowers or litter up the place.
14. Exchange of articles, gifts/money between students are strictly prohibited.
15. Collection for any purpose shall not be carried out by the students/teachers without the permission of the Principal.
16. Running, playing or shouting inside the school building is prohibited.
17. Gifts to teachers in kind or cash is prohibited.
18. Students shall not bring valuable articles such as Gold, Silver, Wrist Watch, etc. to the school and if found violating a fine of Rs.50/- will be levied. The school is not responsible for the loss of books, money, clothes and other articles.
19. Strict regularity, implicit obedience, politeness and courtesy in speech and conduct, and cleanliness of dress and person are mandatory.
20. Every student shall bring the hand book to the school daily, and is expected to handle it with care and keep it in a good condition throughout the academic year.
21. Students shall speak only in English in the school premises; else a fine of Rs 10 will be charged.
22. Smoking or use of any intoxicative article by a student is strictly prohibited in and out side the school premises. Those found violating this rule will be dismissed with immediate effect.

23. Bringing of arms and weapons like knives, chains and fire arms to the school and ganging up with the students of one's own school or outsiders justify immediate dismissal.
24. The students are not allowed to tattoo the visible parts of their body. At the time of admission the candidates will be checked for the same. The candidate may be denied admission if they are found bearing tattoos. A student can be dismissed from the school for violation of this rule.
25. Students who have got police complaints shall be dismissed from the school.
26. Students who are involved in immoral/criminal activities such as stealing, beating, consuming alcohol, violation of any kind, etc (even though it may happen outside the school campus) shall be dismissed.
27. All students will be issued Identity Cards in the beginning of the academic year. It is compulsory for them to carry it to school every day, and also whenever they go out, representing the school, for various competitions, picnics, exhibitions, etc. A fine of Rs 50 will be charged each time if they violate it.
28. Students shall not bring soft drinks, non-vegetarian food, chewing gum, tobacco, etc to school campus.

xiv. Scholarship

In memory of Late Rev. Fr. Mathew Parackal (Previous Manager), Management awards scholarship to ICSE & ISC Toppers.

xv. For the Kind Attention of Parents/Guardians

1. Parents are requested to bear in mind that St. Mary's school gives great importance to create a sound character in the pupils. Therefore, the parents are expected to co-operate with the school by making their children understand that a well ordered and a disciplined way of life is as important at home as in the school.
2. Parents are requested to co-operate with the school authorities in enforcing discipline.

3. Parents are expected to sign progress 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 Hand Book is a record of reference. We recommend that the parents check the hand book 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. Parent's failure to attend the meeting called by the Principal amounts to lack of co-operation, and defeats the whole aim of education. In such a situation the school authorities have no other option than to request the parents to withdraw the ward.
10. If 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 shall be used as an entry card to enter the school campus. This card will have photographs of father/mother/guardian 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 St. Mary's School implies on the part of the student and his/ her parent, willingness to comply with the requirements and regulations of the school, which will be revised from time to time.
24. Parents are requested to 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.
25. Those parents who send their children to school on electric rickshaws are requested to use only registered e-rickshaws and it is the sole responsibility of the parents to see that those e-rickshaws are not over crowded.

2019-20 Calendar

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

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

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

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

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

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

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

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

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

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

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

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

March 2019

Date	Day	Particulars
1	Friday	
2	Saturday	
3	Sunday	
4	Monday	
5	Tuesday	
6	Wednesday	
7	Thursday	
8	Friday	
9	Saturday	
10	Sunday	
11	Monday	
12	Tuesday	
13	Wednesday	
14	Thursday	
15	Friday	Inauguration of the Academic Year, special assembly by Class XII.
16	Saturday	
17	Sunday	
18	Monday	
19	Tuesday	Diocese Day : Holiday
20	Wednesday	Holi : Holiday
21	Thursday	Holi : Holiday
22	Friday	
23	Saturday	
24	Sunday	
25	Monday	Formation of houses: Election of council members (for Class I to VI)
26	Tuesday	
27	Wednesday	Formation of Houses & Election of Council Members (for Class VII to XII)
28	Thursday	
29	Friday	Investiture Ceremony (for Class I to VI)
30	Saturday	March Past Competition-Housewise
31	Sunday	

April 2019

Date	Day	Particulars
1	Monday	
2	Tuesday	Fee dates begins : 1 st installment till 15 th April
3	Wednesday	Solo singing Juniors/Seniors Hindi / Races Senior Category
4	Thursday	
5	Friday	
6	Saturday	Group Singing: Hindi (Junior & Senior), Race competition : boys (Junior & Senior), Inter - religious Prayer Competitions (House wise) for Class I to VI
8	Monday	New academic year for Class XI
9	Tuesday	
10	Wednesday	Investiture ceremony for Classes VII to XII
11	Thursday	
12	Friday	
13	Saturday	Ramnavmi : Holiday
14	Sunday	
15	Monday	Manager's Day Celebration
16	Tuesday	Solo singing Competitions (Patriotic) for Class I to VI
17	Wednesday	Mahaveer Jayanti : Holiday
18	Thursday	Maunday Thursday : Holiday
19	Friday	Good Friday : Holiday
20	Saturday	Holy Saturday : Holiday
21	Sunday	Easter : Resurrection of Jesus Christ
22	Monday	
23	Tuesday	
24	Wednesday	Solo singing : English (Junior & Senior), Long & High Jump, Discuss Throw competition : Senior category, School/Activity: Subject Eng. for Class I to VI
25	Thursday	Inter-House Sports Day
26	Friday	Inter-House Sports Day
27	Saturday	Extempore : Hindi (Junior) , Long & High Jump, Discuss Throw competition : Senior category, 100mt. Race for Class I to VI, Story telling comp. for Class I to IV
28	Sunday	
29	Monday	
30	Tuesday	PTM

May 2019

Date	Day	Particulars
1	Wednesday	Labours' Day: Special Assembly Honouring School Workes
2	Thursday	Badminton Competition : Girls (Junior & Senior)
3	Friday	
4	Saturday	Fancy Dress Comp. Class I to VI
5	Sunday	
6	Monday	1 st Unit test begins
7	Tuesday	Fee dates with late fee
8	Wednesday	Fee dates with late fee
9	Thursday	
10	Friday	
11	Saturday	1 st Unit test ends
12	Sunday	
13	Monday	Audio Visual Presentation (Science), Summer Project
14	Tuesday	Audio visual Presentation (English) Solo Dance Comp. (Western/Cinematic) for Class I to XI
15	Wednesday	Audio visual Presentation (Social Science)
16	Thursday	PTM, Summer Holidays begin for students
17	Friday	Last working day for the staff
18	Saturday	
19	Sunday	
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	
27	Monday	
28	Tuesday	
29	Wednesday	
30	Friday	
31	Saturday	

July 2019

Date	Day	Particulars
1	Monday	School reopens after summer holidays, Fee dates for 2 nd installment till 15 July
2	Tuesday	
3	Wednesday	St. Thomas Day: Holiday
4	Thursday	
5	Friday	
6	Saturday	Solo Dance : (Junior) Football competition : Boys (Junior)
7	Sunday	
8	Monday	
9	Tuesday	
10	Wednesday	Instrumental competition : (General category) Football competition : Girls (Senior), School Activity Sub- Science for Class I to VI
11	Thursday	World Population Day
12	Friday	
13	Saturday	School Activity 1, Carom board Comp. for Class I to IV, English Declamation for Class V & VI
14	Sunday	
15	Monday	
16	Tuesday	
17	Wednesday	Solo Dance : (Senior), Football Competition : Boys (Senior), Basket ball Comp. Class VI
18	Thursday	
19	Friday	
20	Saturday	Elocution : English (Junior), Football Competition : Girls (Junior)
21	Sunday	
22	Monday	
23	Tuesday	
24	Wednesday	Group Dance : Junior, Badminton Competition : Girls (Senior), Calligraphy Comp. for Class I to VI
25	Thursday	
26	Friday	
27	Saturday	Science Quiz for Class VII & VIII, S. Science Quiz for Class IX & X, St. Alphonsa Day-Special Assembly
28	Sunday	Feast of St. Alphonsa
29	Monday	
30	Tuesday	
31	Wednesday	Group Singing : (Senior), Basket Ball Match : (Girls)

August 2019

Date	Day	Particulars
1	Thursday	
2	Friday	
3	Saturday	Basket Ball Match : Boys (Senior category), Mono Act Competition for Class I to VI
4	Sunday	
5	Monday	
6	Tuesday	
7	Wednesday	March Past Competition : Housewise, Fee dates with late fee, Chess Comp. III to VI, National Anthem Comp. (House wise) I to VI
8	Thursday	Fee dates with late fee
9	Friday	
10	Saturday	Declamation : English & Hindi (Junior), Rakhi Making Comp. for Class I to VI
11	Sunday	
12	Monday	Bakrid : Holiday
13	Tuesday	
14	Wednesday	
15	Thursday	Independence Day Celebration
16	Friday	
17	Saturday	Social Science Quiz for Class VII & VIII, English Extempore for Class I to VI
18	Sunday	
19	Monday	Inter-School Badminton Competition for girls 2019 (Bijnor)
20	Tuesday	Inter-School Badminton Competition for girls 2019
21	Wednesday	Inter-School Badminton Competition for girls 2019, School Activity Sub - Hindi I to VI
22	Thursday	
23	Friday	Janmashtami : Holiday
24	Saturday	School Activity - 2
25	Sunday	
26	Monday	
27	Tuesday	
28	Wednesday	Classical Dance Competition : (General Category)
29	Thursday	
30	Friday	Instrumental Music for Class I to VI
31	Saturday	

September 2019

Date	Day	Particulars
1	Sunday	
2	Monday	Fee dates with late fee
3	Tuesday	Fee dates with late fee
4	Wednesday	
5	Thursday	Teachers' Day Celebration
6	Friday	
7	Saturday	1 st Semester Examination
8	Sunday	Birthday of Mother Mary (St. Mary's Day)
9	Monday	
10	Tuesday	Moharram : Holiday
11	Wednesday	
12	Thursday	
13	Friday	
14	Saturday	
15	Sunday	
16	Monday	
17	Tuesday	
18	Wednesday	
19	Thursday	
20	Friday	
21	Saturday	
22	Sunday	
23	Monday	
24	Tuesday	
25	Wednesday	
26	Thursday	
27	Friday	
28	Saturday	Essay writing competition : English & Hindi (for Class VII to X), Hindi Elocution for Class I-VI
29	Sunday	
30	Monday	

October 2019

Date	Day	Particulars
1	Tuesday	Fee dates begins for 3 rd Installment till 15 October
2	Wednesday	Gandhi Jayanti
3	Thursday	
4	Friday	St. Francis of Assisi, Patron of Ecology
5	Saturday	P.T.M
6	Sunday	
7	Monday	Dusshera Holiday
8	Tuesday	Dusshera Holiday
9	Wednesday	
10	Thursday	
11	Friday	
12	Saturday	Cricket match : Boys (Junior) Hindi Declamation for Class V to VI
13	Sunday	
14	Monday	Inter-School Sports Meet 2019 (Kotdwar)
15	Tuesday	Inter-School Sports Meet 2019
16	Wednesday	Inter-School Sports Meet 2019, School Activity Sub - Maths for Class I to VI
17	Thursday	
18	Friday	
19	Saturday	Diya decoration I to IV, Rangoli Comp. for Class V & VI
20	Sunday	
21	Monday	Fr. Peter Memorial Cricket Tournament 2019
22	Tuesday	Fr. Peter Memorial Cricket Tournament 2019
23	Wednesday	Rangoli Making Competition : (Senior) & Diya Decoration (Junior), Eng. Debate for Class V & VI, Skating comp. for Class I to IV
24	Thursday	
25	Friday	Deepawali Celebration
26	Saturday	Deepawali Holiday
27	Sunday	Deepawali Holiday
28	Monday	Deepawali Holiday
29	Tuesday	Deepawali Holiday, Alumni Association Meeting
30	Wednesday	Basket Ball match : Boys (Senior Category)
31	Thursday	

November 2019

Date	Day	Particulars
1	Friday	
2	Saturday	Kho - Kho Competition for Classes III to VI
3	Sunday	
4	Monday	Fr. Cassius Inter-school Basket Ball Tournament 2019
5	Tuesday	Fr. Cassius Inter-school Basket Ball Tournament 2019
6	Wednesday	Fr. Cassius Inter-school Basket Ball Tournament 2019, Group dance comp. (folk) for Class I to VI
7	Thursday	Fee dates with late fee
8	Friday	Fee dates with late fee
9	Saturday	Pre - Pre Board for Class X & XII, Best out of waste for Class I to VI
10	Sunday	Eid E Milad
11	Monday	
12	Tuesday	Guru Nanak Jayanti : Holiday
13	Wednesday	2 nd Unit test begins
14	Thursday	Children's Day Celebration
15	Friday	
16	Saturday	
17	Sunday	
18	Monday	
19	Tuesday	
20	Wednesday	
21	Thursday	2 nd Unit Test Ends
22	Friday	Quiz: Subject - Computer (for Class I to VI)
23	Saturday	PTM
24	Sunday	Guru Teg Bahadur Jayanti
25	Monday	
26	Tuesday	
27	Wednesday	English Elocution for Class I to VI
28	Thursday	
29	Friday	
30	Saturday	Science Exhibition (Transferable)

December 2019

Date	Day	Particulars
1	Sunday	
2	Monday	
3	Tuesday	
4	Wednesday	G.K Quiz-House wise / Volleyball Competition Boys (Senior Category)
5	Thursday	
6	Friday	Fee Dates with late fee
7	Saturday	Fee Dates with late fee, Doha & Shlok Comp. for Class V & VI
8	Sunday	
9	Monday	
10	Tuesday	
11	Wednesday	Skit Competition : Theme Biblical (General Category) , Badminton Comp. for Class IV to VI
12	Thursday	
13	Friday	
14	Saturday	Christmas tree & Star making comp. for Class VII & VIII, Carol singing comp. (House wise) Class I to VI
15	Sunday	
16	Monday	
17	Tuesday	
18	Wednesday	Carol singing competition : (General Category) , Star/card making Comp. for Class I to IV, Poem Writing for Class V & VI
19	Thursday	
20	Friday	
21	Saturday	Christmas celebration
22	Sunday	
23	Monday	Christmas Holiday
24	Tuesday	Christmas Holiday
25	Wednesday	Christmas Holiday
26	Thursday	Christmas Holiday, Christmas Celebration with Staff and Family
27	Friday	School reopens after Christmas Holidays
28	Saturday	
29	Sunday	
30	Monday	
31	Tuesday	

January 2020

Date	Day	Particulars
1	Wednesday	New Year Day : Holiday
2	Thursday	Fee dates begins for 4 th Installment - till 15 January
3	Friday	
4	Saturday	
5	Sunday	
6	Monday	Pre-Board Exams for Class X & XII (Transferable)
7	Tuesday	
8	Wednesday	
9	Thursday	
10	Friday	
11	Saturday	
12	Sunday	
13	Monday	Oral Exams for Class I to VI begin
14	Tuesday	
15	Wednesday	
16	Thursday	
17	Friday	
18	Saturday	
19	Sunday	
20	Monday	
21	Tuesday	
22	Wednesday	
23	Thursday	
24	Friday	
25	Saturday	
26	Sunday	Republic Day Celebration
27	Monday	Last Working Day for Class XII: Special Assembly by Class XII
28	Tuesday	Farewell to Class XII, Blessing Day for Class X (Transferable)
29	Wednesday	
30	Thursday	
31	Friday	

February 2020

Date	Day	Particulars
1	Saturday	Fee dates with late fee
2	Sunday	
3	Monday	Fee dates with late fee
4	Tuesday	
5	Wednesday	
6	Thursday	
7	Friday	
8	Saturday	
9	Sunday	
10	Monday	Annual Exams begin (Transferable)
11	Tuesday	
12	Wednesday	
13	Thursday	
14	Friday	
15	Saturday	
16	Sunday	
17	Monday	
18	Tuesday	
19	Wednesday	
20	Thursday	
21	Friday	
22	Saturday	
23	Sunday	
24	Monday	
25	Tuesday	
26	Wednesday	
27	Thursday	
28	Friday	
29	Saturday	

Assembly Themes for Primary Section

Priority	:	Value Education
Objective	:	To form responsible, reliable & socially integrated citizens of the country
March 2019		Ethics and Etiquettes
	15 - 23	Be a kind human and change the world
	25 - 30	We rise by lifting others
April 2019		Value of Discipline
	01 - 06	Importance of time Management.
	08 - 13	Discipline a door to miracles.
	15 - 20	Explore yourself
	22 - 30	Discipline abridges goal and success
May 2019		Fun and Frolic
	01 - 04	Focus on fitness
	06 - 11	Right attitude
	13 - 17	Have fun and heal the world
July 2019		Save Environment - Go Green
	01 - 06	Forests are the lungs of our land
	08 - 13	Cherish the natural wonders and Resources
	15 - 20	Enjoy the great wonder in a drop of water
	22 - 27	Trees are good friends of mankind
	29 - 31	Ecology - a gift of God
August 2019		Humanity - a source of worship
	01 - 03	Unity leads to victory
	05 - 10	Science a compliment to humanity
	12 - 17	Apologize when you mistakes
	19 - 24	Love and Compassion
	26 - 31	Religion of humanity is love.

September 2019

02 - 07
09 - 14
16 - 21
23 - 30

Mother Mary - Our Patroness

Mother Mary The guiding star
Teacher affects Eternity
Time to evaluate your strength
Prayer - channel of blessings

October 2019

01 - 05
07 - 12
14 - 19
21 - 26
28 - 31

Social and Cultural Values

Spirit of Generosity
Illuminate hearts
Set boundaries for habits
Celebrate life - Enjoy every moment
Power of forgiveness

November 2019

01 - 09
11 - 16
18 - 23
25 - 30

Unity in Diversity

Unity - A source of strength
Beauty lies in diverse culture
Challenge your limits
Many hands make work ease

December 2019

02 - 07
09 - 14
16 - 21
27 - 31

Month of joy to Cherish

Positive Attitude
Every Good act is a charity
Spirit of Christmas - joy of sharing
Gratitude - Sign of a noble soul

January 2020

02 - 04
06 - 11
13 - 18
20 - 25
27 - 31

Hard work : the need of time

Goal has a perfect end
Self control - Vital to success
Hard work sign of a good citizen
Our Nation- Honor the past with gratitude
Hard work beats talents

February 2020

01 - 08
10 - 15

Leave no stone unturned

Never give up
Importance of Dedication

Assembly Theme for Senior Section

Priority	:	Value Education
Objective	:	To form Responsible, Reliable and Socially Integrated citizens of the country
Theme	:	Towards Healthy Societies
March 2019		DAWN OF HOPE
	15 – 16	A living hope, a sure salvation
	18 – 23	Gazing towards the illuminated clouds
	25 - 30	Courage to express your individuality
April 2019		SUSTAINABLE CITIES AND COMMUNITIES
	01– 06	Make cities inclusive, safe, resilient and sustainable
	08 – 13	Transforming our world
	15 – 20	Urban and Pre-Urban forestry
	22 – 30	Foster peaceful, just & inclusive societies
May 2019		ENVIRONMENTAL AUDITING
	01 – 04	Overview of Environmental Problems
	6 – 11	Good Health and Well Being
	13 – 17	Regulation of Ecosystem
July 2019		MORALITY AND LIFE
	01 – 06	Importance of Moral Values in Life
	08 – 13	Self help is the best help
	15 – 20	Morals and Ethics in school
	22 – 27	Peace, Justice and Strong Institutions
	29 – 31	Treat others as you want to be treated
August 2019		RAINBOW OF CULTURE
	01 – 03	Culture of Acceptance
	05– 10	Rejoice – It is your time
	12 – 17	Equality and Pluralism
	19 – 24	Rainbow a symbol of hope
	26 – 31	An Unbreakable Bond

September 2019

02 – 07
09 – 14
16 – 21
23– 30

BENEDICTIONS FROM MOTHER MARY

Let the flame burn brighter
God of Grace and Glory
Glimmers of warmth
Ethereal Glow

October 2019

01 – 05
07 – 12
14 – 19
21– 26
28 – 31

CELEBRATING LIFE

Social gathering an enjoyable activity
Celebrate Progress not perfection
Never suppress a generous thought
Hope is the only thing stronger than fear
Light over darkness, Good over evil

November 2019

01 – 02
04– 09
11 – 16
18– 23
25 – 30

BIO DIVERSITY PROTECTION

Man has created death
Green is cool! Green is great
Reduce habitat loss and degradation
Be in the world but not of it
Let Nature be your teacher

December 2019

02 – 07
09 – 14
16– 21
27 – 31

BE HUMBLE TO ASK FOR FORGIVENESS

Forgiveness is the attribute of the strong
Gratitude unlocks the fullness of life
Joy, Love, Peace, Believe, Essence of Christmas
Cheers to New Year

January 2020

02 – 04
06 – 11
13 – 18
20 – 25
27– 31

THE SKY IS THE LIMIT

Mastering yourself is true power
Look before you leap
We believe what we tell ourselves
Learn to recognize the rights of others
A man's true wealth is charity

February 2020

01 – 08
10 – 15

PULLING THE RIGHT STRING

Believe in yourself
Reap your harvest

OUR FATHER

Our Father in heaven
Holy be Your name
Your kingdom come
Your will be done
On earth as in heaven.
Give us today our daily bread,
Forgive us our sins
As we forgive those
Who sin against us.
Do not bring us to the test
But deliver us from evil.

Amen.

HAIL MARY

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

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

Amen.

PRAYER FOR PEACE

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

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

Amen.

(Prayer of St. Francis of Assisi)

PRAYER BEFORE CLASS

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

PRAYER AFTER CLASS

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

1. 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!

2. OPEN YOUR HEART

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

3. MAKE ME A CHANNEL

Make me a channel of Your peace
Where there is hatred let me sow your love
Where there is injury, your pardon, Lord
And where there's doubt, true faith in you
O Master, grant that I may never seek
So much to be consoled, as to console;
To be understood, as to understand;
To be loved, as to love with all my soul.
Make me a channel of Your peace.
Where there's despair in life, let me bring hope;
And where there 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.

4. 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.

5. 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)

6. 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

1. Chorus - Jingle Bells
Jingle all the way
Oh! What fun it is to ride
In a one horse open sleigh
2. 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

7. 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

8. 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.

9. शान्ति का दूत बना

शान्ति का दूत बना प्रभु जी
मुझे शान्ति का दूत बना प्रभु जी।
जहाँ हो घृणा वहाँ प्यार भरने
दिल के हरे – हरे घाव भरने
शंकित मन में विश्वास दीप जलाने
मुझे शान्ति का दूत बना प्रभुजी।
निराश मन में आशा जगाने
अधियारे में ज्योति जलाने।

दुःख में आनन्द बहार लाने
मुझे शान्ति का दूत बना प्रभुजी।
दूँ मैं दिलासा, दिलासा न खोजूँ
समझा न जाऊँ सबको समझूँ।
निस्वार्थ मन से नित प्यार करने
मुझे शान्ति का दूत बना प्रभुजी।
सब कुछ देकर ही हम पाते हैं
क्षमा करके ही क्षमा पाते हैं।
मर मिटकर ही जीवन पाते हैं
मुझे शान्ति का दूत बना प्रभुजी।

10. तेरी है जमीं तेरा आसमाँ

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

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

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Day

PRINCIPAL'S COLUMN

..... Parent's Signature

PRINCIPAL'S COLUMN

..... Parent's Signature

LEAVE APPLICATION

Date.....

Master/Kum.Std. Div. needs..... day(s) leave

from..... to..... for (reason)

Granted : Class teacher.....

Your faithfully

Principal

Parent/Guardian

Date.....

Master/Kum.Std. Div. needs..... day(s) leave

from..... to..... for (reason)

Granted : Class teacher.....

Your faithfully

Principal

Parent/Guardian

Date.....

Master/Kum.Std. Div. needs..... day(s) leave

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Granted : Class teacher.....

Your faithfully

Principal

Parent/Guardian

REGULARITY RECORD 2019-2020

Date	March	April	May	June	July	August
1						
2						
3						
4						
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6						
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16						

REGULARITY RECORD 2019-2020

Date	September	October	November	December	January	February
17						
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26						
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28						
29						
30						
31						

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

REGULARITY RECORD 2019-2020

Date	March	April	May	June	July	August
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REGULARITY RECORD 2019-2020

Date	September	October	November	December	January	February
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28						
29						
30						
31						

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

ASSESSMENT REPORT

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

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

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

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

Application for Transfer Certificate

Date.....

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

Respected Principal,

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

Pupil's name in full.....

Class..... Sec. Roll No. Ad. No.

Year of admission.....

Date of leaving.....

Reason for leaving.....

Yours faithfully

Parent/Guardian

For office use only :

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

Office Assistant

Principal

SCHOOL PICNIC/TOUR

To

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

Date.....

Sub. : School Picnic / Tour

Name of the Student : _____

Class : _____

Section : _____

Dear Rev. Sr. Principal

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

Date _____

Signature of the Parent

Parent's Address

Phone No. _____

SCHOOL PICNIC/TOUR

To

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

Date.....

Sub. : School Picnic / Tour

Name of the Student : _____

Class : _____

Section : _____

Dear Rev. Sr. Principal

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

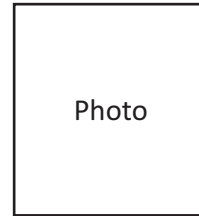
Date _____

Signature of the Parent

Parent's Address

Phone No. _____

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



Pupil's Name

Sex Age DOB Blood Group.....

Class Section School House Adm. No.

Aadhar No.

Father's Name & Profession

Mother's Name & Profession

Guardian's Name & Profession

Home Address

Office Address

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

Name of own brothers and sisters studying in this school.

1. Class Sec

2. Class Sec

3. Class Sec

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

Signatures of _____ Father _____ Mother _____ Guardian _____

Date.....

Jesus

The Greatest Teacher



Jesus, who is also known as Messiah, Christ and son of God as referred in the Bible was a man who was sent by God to this world, to live among the people a life of a common man and teach the true way to reach God. He was the greatest teacher, a living example who taught by way of stories, parables and proverbs.

He was not a conventional teacher and didn't have an advanced degree but he was the son of God, sent to the earth to teach the humans the lessons of forgiveness, love, peace, non-violence and sacrifice. He taught his lessons in the form of stories and parables which was easy to grasp. Although the parables were very easy to understand but they contained very valuable lessons of life.

In all human history, Jesus is the greatest teacher whose messages are unparalleled. Even people who do not embrace Christianity agree that his **Sermon on the Mount** and his teachings to his disciples are the greatest pieces of wisdom and literature. His teachings are timeless, applicable to human life at any generation. Jesus, the teacher of teachers, offers wisdom and compassion that only he can give.

Jesus loved the children a lot and very often was found playing with them and giving them valuable teaching for following the path of God and to live in this world like God's children. Today when people are running behind money, comfort and are becoming selfish, the teachings of Jesus are one of the ways by which these people can be transformed into human beings which God wants us to be.



St. Mary's School

Bijnor, Uttar Pradesh - 246 701

Affiliated to ICSE, New Delhi | Affiliation No. UP021

📞 01342-255330 (Senior Block)

01342-265330 (Primary Block)

✉️ bijnorschool@gmail.com

www.stmarysbijnor.com