

DISTINCTIVE FEATURE

Modern Secular Public School is a public school with distinction. It is an English medium, Co-educational and Day Boarding School affiliated to C.B.S.E., New Delhi.

The school is ideally situated in the outer localities of town area with open & calm atmosphere in well designed and airy building with wide play grounds.

DAY-BOARDING FACILITY

Day boarding is a special and fascinated facility provided to the pupils. In the day boarding plan we provide extra coaching the pupils for 2½ hrs. We not only use this period for home work but also carry out revisional work. Special attention has been paid towards the week students, so that they may cope up with the other pupils of the class. It not only helps the school functioning smoothly but also reduces the burden of their parents and saves them from economical loss caused by the tuition work. Further more the tutors to guide English medium pupils are few. Parents have appreciated this aspect and extended their full co-operation to us. We hope we will be able to provide constant and balanced training to the pupils through this act.

RELIGIOUS INSTRUCTION

The school is secular and does not impart instructions or proagate any particular religion. Moral and spiritual values are inculcated in the children by explaining the high points of all religions. This goes a long way and the students learn to respect and tolerate all religious.

CO-CURRICULAR ACTIVITIES

The school lays stress on co-curricular activities so as to make the students competent and self confident 3 to 6 periods a week are used for these activities. Students are strongly encouraged to participate in Games, Quizes, Debates, Essay Writing, Poem Recitation, Dramas, Calligraphy Competitions.

COMPUTER

Computer is the need of the hour. In developed countries computer is the sole agent that carries out the complete routine work of the society.

We have introduced computer education from 3rd class onward in which the pupils are taking keen interest. School has latest computers with coloured monitors and full multimedia. Proper time table for the computer education has been chalked out. Qualified computer teachers are engaged on the job.

EDUCATIONAL PLAN

The school is affiliated to C.B.S.E. & conducts the classes from Nursery to Secondary / Senior Secondary level. Although English is stressed upon, Hindi as a national language and Punjabi as a state language get due importance. Teaching is carried out with modern Teaching Aids, Educomp smart classes, Charts, Slides. Computers are also used. The weight of the satchel is reduced. The students are not burdened with heavy home task. Play way method is employed for making the learning interesting. Role of teacher is of a good guide and best friend. Co-operation of parents is sought for solving the problems of the students.

PAYMENT OF FEES

The fees will be paid according to the given schedule. Management has also decided to extend facility to those parents who want to deposit it annually/sixth monthly or monthly.

Every student is given a unique computer code. Parents should remember this code when come to school for fee depositing. The students who fail to deposit their fees by due date will be charged Rs. 10 as late fee fine. If they fail to deposit the fee 30 days over than due date then their name will be struck off from the school.

Fee will be charged as follows :

| | | |
|-----------|----------|------------------------------------|
| April | 1 month | Annual charges & fee upto 10 April |
| May-June | 2 months | fee from 1 May to 10 May |
| July-Aug. | 2 months | fee from 1 July to 15 July |
| Sep.-Oct. | 2 months | fee from 1 Sep. to 10 Sep. |
| Nov.-Dec. | 2 months | fee from 1 Nov. to 10 Nov. |
| Jan.-Mar. | 3 months | fee from 8 Jan. to 20 Jan. |

FEE TIMINGS : 8.30 am to 2.00 p.m. from Monday to Friday
8.30 am to 11.30 am on Saturdays

ACADEMIC ASSESSMENT

ACADEMIC PERFORMANCE :

Part-I : SCHOLASTIC AREAS

TOTAL ACADEMIC PERFORMANCE : SCHOLASTIC AREAS (Term-I & II)

| Assessment | Weighage | Assessment period |
|----------------------|----------|-------------------|
| Internal assessment | 20% | April to February |
| Summative assessment | 80% | April to March |

PART-II : CO-SCHOLASTIC AREA & ACTIVITIES (Grading on a five point scale - A, B, C, D, E)

2(A) WORK EDUCATION or PRE-VOCATIONAL EDUCATION

2(B) ART EDUCATION

2(C) HEALTH & PHYSICAL EDUCATION
(Sports / Martial Arts / Yoga / NCC etc.)

3 DISCIPLINE : ATTENDANCE
SINCERITY
BEHAVIOUR
VALUES



SCHOOL PRAYER

O God of power, bless me,
That nothing deters me,
From gracious deeds,
And, when fight I must
I fight for sure to win
That I am instructed in
is wisdom only by my
Higher mind that I
Crave, ever to utter
The praise,
And when comes the
End of my life.
I die fighting in the
Thick of a righteous
war!



NATIONAL ANTHEM

Jana-Gana-Mana Adhinayak Jaya he,
Bharat Bhagya-Vidhata
Punjab-Sind-Gujrat-Maratha
Dravid-Utkal-Banga
Vindhya-Himachal-Yamuna-Ganga
Uchchhal Jaldi-Taranga
Tave Subha Name Jage
Tave Subha Asis Mange,
Gahe Tava, Jaya Gatha
Jana-Gana-Mangala-Dhayka, Jaya hey
Bharat Bhagya-Vidhata
Jaya he Jaya he Jaya he
Jaya, Jaya, Jaya, Jaya hey

DISCIPLINE RULES

The school lays an exceptional emphasis on the maintenance of discipline. Through discipline we want to mould the student in to fine and disciplined citizens of motherland. The students are advised to make it a habit to lead a life of discipline in the institution and at home.

1. Students should be courteous in their dealings with one another. They should use dignified language while talking to other.
2. Students should attend the classes regularly and be punctual.
3. The students should not roam in front of class rooms. They should go straight to their classes and sit properly.
4. The movement from class rooms should be orderly and disciplined.
5. Students should go to the library in order and utilize their time in studying magazines and newspapers.
6. In the class rooms perfect discipline must be maintained and the instructions of the teachers should be strictly carried out.
7. Students should pay proper respect to the principal and the teachers in or outside in the class rooms.
8. Entering in school by riding on a bike is prohibited. Only use of bicycle is allowed to student. Student will park their bicycles in the assigned parking area.
9. Students should cultivate queue habits in the school.
10. Students should not disfigure or damage the school property.
11. Students should come in proper uniform.
12. The fees should be paid in time.
13. Fans must be switched off while not in use.
14. Students are not allowed to carry Pithu Bags in the school campus.
15. Dyeing of hair or using hair gel is not permitted.
16. No low waist pants and narrow pants will be permitted in campus.

Students found guilty of violating the above rules and misconduct shall be punished according to the nature of the offence.

LEAVES RULES

1. Pupils will be granted leave in case of illness or other valid person. Parents are requested to submit application for leave with reasons in advance.
2. An application for leave on medical grounds must be accompanied by a medical certificate from a medical officer.
3. If a student remains absent for a continuous period of six days, his/her name will be struck off.
4. Pupils will not be taken out of the school by the parents during teaching hours. Only the person whose names is in the admission form of students are allowed to see the pupil in school.

ACADEMIC SESSION

NURSERY TO 10+2 STD.:

1st Term Exam : September 2017

2nd Term Exam : March 2018

VACATION

| | | | |
|--------|---------------|----|-------------|
| Summer | 1st June | to | 3rd July |
| Winter | 25th December | to | 5th January |

SCHOOL TIMINGS

- SUMMER 8.30 am to 2.30 pm
- WINTER 9.00 am to 3.00 pm



REQUEST TO PARENTS

ਸਤਿਕਾਰਯੋਗ ਮਾਪਿਆਂ ਨੂੰ ਹੇਠ ਲਿਖੀਆਂ ਹਦਾਇਤਾਂ ਦੀ ਪਾਲਣਾ ਕਰਨ ਲਈ ਬੇਨਤੀ ਕੀਤੀ ਜਾਂਦੀ ਹੈ।

1. ਬੱਚਿਆਂ ਵਿਚ ਸਕੂਲ ਲਈ ਅਤੇ ਅਧਿਆਪਕਾਂ ਲਈ ਸਤਿਕਾਰ ਅਤੇ ਸ਼ਰਧਾ ਪੈਦਾ ਕਰੋ।
2. ਸਮੇਂ ਸਿਰ ਬੱਚਿਆਂ ਨੂੰ ਤਿਆਰ ਕਰਕੇ ਸਕੂਲ ਭੇਜੋ।
3. ਬੱਚਿਆਂ ਨੂੰ ਬਹੁਤੀਆਂ ਛੁੱਟੀਆਂ ਲੈਣ ਦੀ ਆਦਤ ਨਾ ਪਾਓ। ਜੇ ਬਹੁਤ ਜ਼ਰੂਰੀ ਹੈ ਤਾਂ ਛੁੱਟੀ ਦੀ ਅਰਜ਼ੀ ਭੇਜੋ।
4. ਸਕੂਲ ਵਿਚ ਆਉਣ ਸਮੇਂ proper ਲਿਬਾਸ ਵਿਚ ਆਵੋ ਤਾਂ ਕਿ ਤੁਹਾਡਾ ਬੱਚਿਆਂ ਤੇ ਚੰਗਾ ਪ੍ਰਭਾਵ ਪਵੇ।
5. ਕਿਸੇ ਖਰੀਦੇ ਫਰੇਖਤ ਵਿਚ ਬੱਚਿਆਂ ਨੂੰ ਸਕੂਲ ਸਮੇਂ ਵਿਚ ਛੁੱਟੀ ਕਰਵਾ ਕੇ ਨਾ ਲੈ ਕੇ ਜਾਓ। ਇਸ ਨਾਲ ਪੜ੍ਹਾਈ ਵਿੱਚ ਬਹੁਤ ਵਿਘਨ ਪੈਂਦਾ ਹੈ।
6. ਕਿਸੇ ਵੀ ਅਜਨਬੀ ਦੇ ਹੱਥ ਸਕੂਲ ਵਿਚ ਬੱਚਿਆਂ ਲਈ ਖਾਣ ਪੀਣ ਦਾ ਸਮਾਨ ਨਾ ਭੇਜੋ।
7. ਫੀਸਾਂ ਸਮੇਂ ਸਿਰ ਭਰੋ। ਫੀਸ ਭਰਨ ਸਮੇਂ ਬੱਚੇ ਦਾ ਕੋਡ ਨੰਬਰ ਯਾਦ ਰੱਖੋ।
8. ਡਰਾਈਵਰਾਂ ਨਾਲ ਪਿਆਰ ਭਰਿਆ ਸਲੂਕ ਕਰੋ।
9. ਪ੍ਰੀਖਿਆ ਦੇ ਦਿਨਾਂ ਵਿਚ ਬੱਚਿਆਂ ਨੂੰ ਛੁੱਟੀ ਨਾ ਦਵਾਓ। ਇਹ ਬੱਚਿਆਂ ਦੇ ਭਵਿੱਖ ਦਾ ਮਾਮਲਾ ਹੈ।
10. ਬੱਚਿਆਂ ਸਾਹਮਣੇ ਅਧਿਆਪਕਾਂ ਪ੍ਰਤੀ ਸਨਮਾਨਯੋਗ ਭਾਸ਼ਾ ਬੋਲੋ ਤਾਂ ਕਿ ਬੱਚਿਆਂ ਦੇ ਮਨਾਂ ਵਿਚ ਅਧਿਆਪਕਾਂ ਪ੍ਰਤੀ ਸਤਿਕਾਰ ਬਣਿਆ ਰਹੇ।
11. ਘਰ ਵਿਚ ਬੱਚਿਆਂ ਲਈ ਪੜ੍ਹਾਈ ਦਾ ਮਾਹੌਲ ਬਣਾ ਕੇ ਰੱਖੋ। ਬੱਚਿਆਂ ਲਈ ਪੜ੍ਹਨ ਲਈ ਨਿਸ਼ਚਤ ਸਮਾਂ ਅਤੇ ਸਥਾਨ ਨਿਯੁਕਤ ਕਰੋ।
12. ਸਕੂਲ ਨੂੰ ਇਹ ਬੇਨਤੀ ਨਾ ਕਰੋ ਕਿ ਬੱਚੇ ਨੂੰ ਆਪਣੇ ਅਸਲੀ ਸਟਾਪੇਜ ਦੀ ਥਾਂ ਕਿਸੇ ਹੋਰ ਥਾਂ ਭੇਜੋ।

TO THE PARENTS

1. Co-operation between the Parents/Guardians and the school is very important to achieve good results.
2. Kindly pay attention to the notings/suggestions given by the School through this diary.
3. You are requested to put your signature against each entry made therein.
4. The visiting hours for parents to see the Principal : 12 noon to 1 p.m. Please adhere strictly to the visiting hours.
5. The parents/guardians are most welcome to the school to know the progress of their children/wards from the subject teachers, on the days fixed in the school calender (Parent's Day).
6. Please see the diary of your child daily.

PARENT TEACHER MEETING FOR 2017-18

Parent can meet the teachers of their wards on following dates from 9:00 AM to 12:00 Noon :

- | | |
|------------------------|------------------------|
| 1. 13th May, 2017 | 6. 11th November, 2017 |
| 2. 8th July, 2017 | 7. 9th December, 2017 |
| 3. 12th August, 2017 | 8. 13th January, 2018 |
| 4. 9th September, 2017 | 9. 10th February, 2018 |
| 5. 7th October, 2017 | |