

VILLA NAZARETH



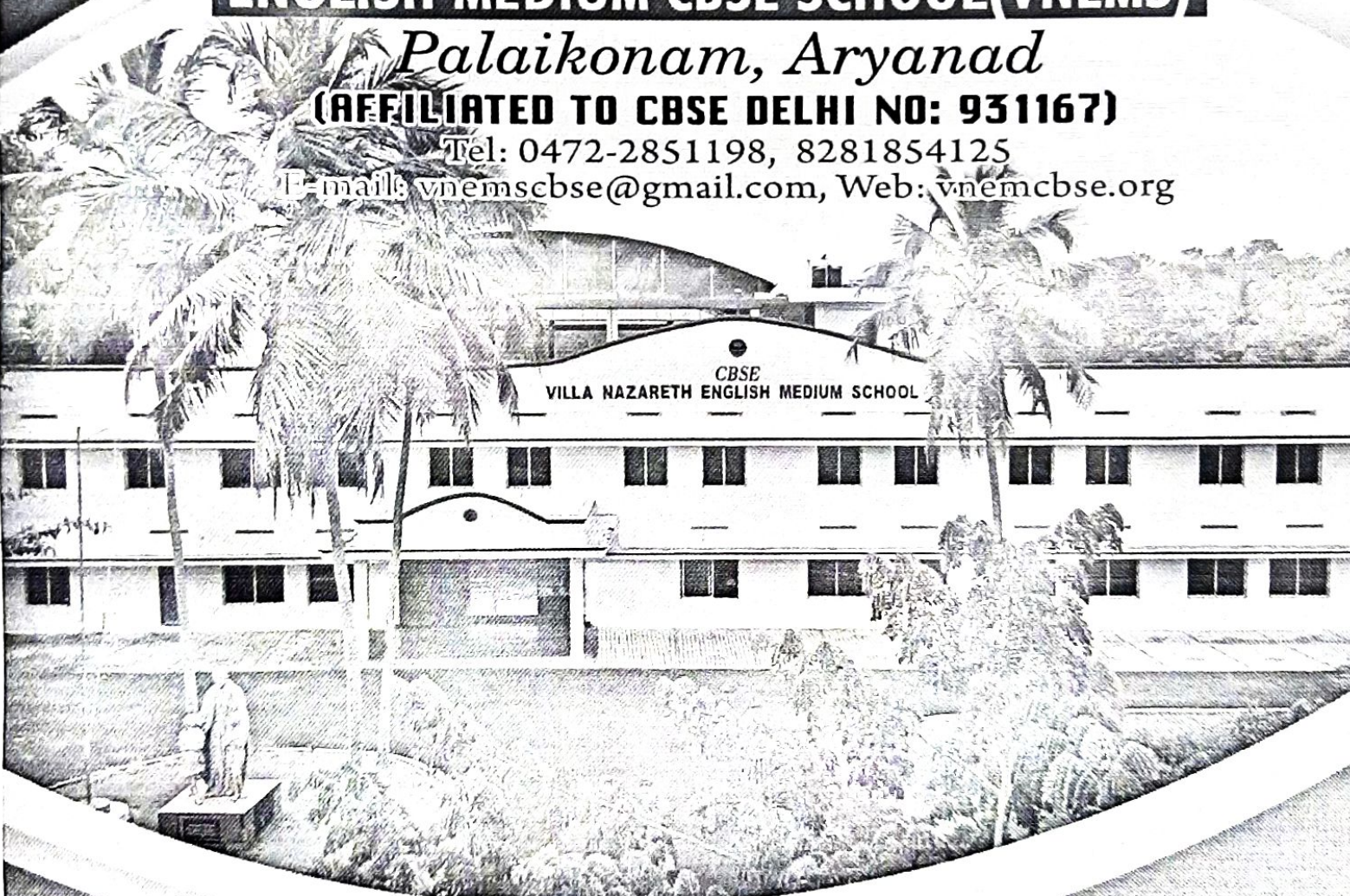
ENGLISH MEDIUM CBSE SCHOOL (VNEMS)

Palaikonam, Aryanad

(AFFILIATED TO CBSE DELHI NO: 931167)

Tel: 0472-2851198, 8281854125

E-mail: vnemscbse@gmail.com, Web: vnemcbse.org



Hand Book
2020 - 2021

Shankar
The Principal
VNEMS, Palaikonam, Aryanad
Tel: 0472-2851198, 8281854125



St. Joseph Calasanz
(Universal Patron of all Christian Schools)

[Signature]
Manager
Villa Nazareth Eng. Med. School (CBSE)
Calasanz Nagar, Palaikonam
Arvanad- 695 542

[Signature]
The Principal
Villa Nazareth Eng. Med. School (CBSE)
Calasanz Nagar, Palaikonam
Arvanad - 695 542

VILLA NAZARETH ENGLISH MEDIUM SCHOOL (VNEMS)

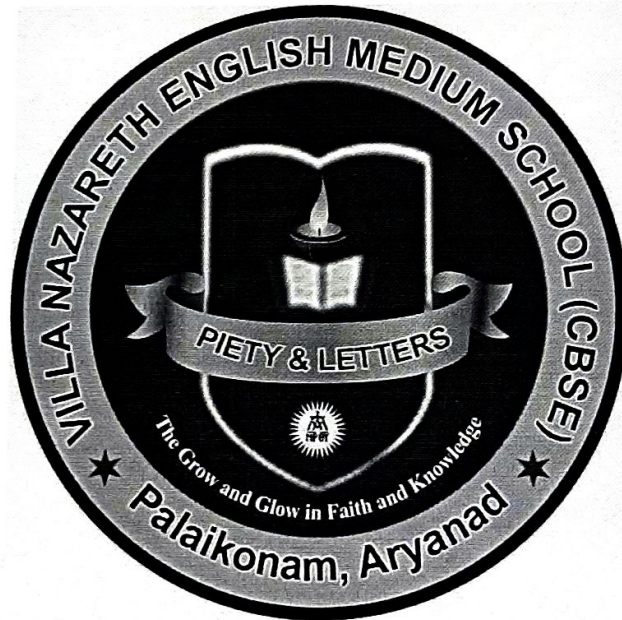
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Affiliated to Delhi: 931167



HAND BOOK - 2020-21


Manager
Villa Nazareth Eng. Med. School (CBSE)
Calasanz Nagar, Palaikonam
Aryanad- 695 542

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The Principal
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Calasanz Nagar, Palaikonam
Aryanad - 695 542

PERSONAL MEMORANDA

Affix
Passport Size
Photo

Pupil's Name.....

Father's /Authorized/.....

Guardian's Name.....

Mother's Name.....

Phone (Resi.).....Mobile.....

Date of Birth.....Admission No.....Blood Group.....

Residential Address.....

Name of brother or sister if any students of this school:

1.Grade & Section.....

2.Grade & Section.....

*I have checked the details filled above and found
all the given information is correct*

*Father's /Authorized Guardian
signature*

*Mother's
signature*


Manager
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VILLA NAZARETH ENGLISH MEDIUM CBSE SCHOOL (VNEMS)

Villa Nazareth English Medium School (VNEMS), located at vast and peaceful greenery in Aryanad Village with gorgeous building and spacious modern class rooms. It is a non-governmental institution. Villa Nazareth English Medium School (VNEMS) was established in April 2004, ever since; it has set a remarkable position in the educational scenario of Aryanad.

Motto

“To Grow and Glow in Truth and Knowledge”

Vision

To create a school environment in accordance with the parameters of modern education, wherein, the children can perfect their potential in its integrity: Intellectual, Spiritual, Physical, and Educational.

Mission

To serve the Lord by facilitating qualitative educational opportunities to the children based on the Universal Pedagogical Vision of St. Joseph Calasanz: “Perfect Children through Piety and Science.

THE ADMINISTRATION: Villa Nazareth English Medium CBSE School (VNEMS) is owned St. Joseph Calasanz exclusively for the education of Children and Youth. The school is run under the corporate entity of Clasanaz Charitable Trust of Piarist Faathers in India.

School Emblem



Villa Nazareth School's emblem incorporates symbols that represent the Essence, Foundation and Tradition of Piarist Pedagogical strand. The motto of the order is “Perfect the children through Piety and Science” and the motto of the school is “To Grow and Glow in Truth and Knowledge.”

Academics

Our academics focus is based on a philosophy of "Perfect Children through Piety and Letters". It is the legacy of Saint Joseph Calasanz (September 11, 1557-August 25, 1684), one of the Great Pedagogues and pioneer in modern education. It is consistent with exemplary practices and meets national standards in education and international milestones in character formation.


We follow the Central Board of Secondary Education (CBSE) syllabus, widely regarded as one with the most enlightened outlook and curricula within our education system. The core faculty of the school includes a team of religious priests who are ordained to serve the Lord in children by teaching. Their teaching is offered to God as a daily sacrifice along with their daily Eucharistic celebration. The faculty also includes a provocative team of experienced teachers, who combine high standards of teaching with sensitivity to the emotional needs of their students. Each stage of level to the next as seamless and rewarding as possible.

School Rules

GENERAL RULES FOR ALL STUDENTS

- * Be punctual to all classes and school events.
- * Help keeping your classroom and school campus neat and clean.
- * Never bring valuable article, mobile phones, gadgets jewellery, or cash to the school.
- * Don't damage class properties, computer system, lab or sports equipments.
- * Converse only in English in the school.
- * Should talk politely to teachers, visitors and others.
- * Students should not use nick-names to call fellow students.
- * Not to indulge in teasing or bullying the fellow students.
- * Take part in all activities of the house that you belong to.
- * Set a goal at the beginning of the academic year and work hard to achieve it.
- * If you are a user of internet based social/community media or social networking sites posting any objectionable comments / photos / videos of the fellow students, teachers, or the other school staff members will be punishable.
- * The students are expected to keep their hair tidy, neat and well combed. Girls should place their hair properly and use ribbons for tying the hair. Fancy hair cliffs must be avoided. Boys must have their hair cut regularly. Boys are prohibited from coming to school in fancy hair style; very low waste boot cut pants, flashy belts and designer shoes.


Manager
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PROMOTION

1. Promotion is granted on the basis of whole year's work of the pupil. Record of periodic tests, terminal exams etc will be taken into account at the time of promotion.
2. Results declared at the end of the year are final in all cases and will not be reconsidered.
3. The promotion list will be put up in the school office notice board. A student who fails to pass twice in the same class will not be permitted to continue his/her studies in the school.

DRESS CODE FOR STUDENTS

- * Monday, Tuesday, Thursday, Friday and Saturday U.P Boys: premium checks, pants, belt, and socks with black shoe.
- * Monday, Tuesday, Thursday, Friday and Saturday U.P Girls: premium checks, pants, belt, and socks with black shoe, bow, and ribbon.
- * Monday, Tuesday, Thursday, Friday and Saturday L.P Boys: premium checks, trouser, belt, socks with black shoe.
- * Monday, Tuesday, Thursday, Friday and Saturday L.P Girls: premium checks, pants, belt, and socks with black shoe, bow, and ribbon.
- * Wednesday L.P/U.P Boys: House T-Shirt, Black Pants, socks, shoes
- * Wednesday L.P/U.P Girls: House T-Shirt, Black Pants, socks, shoes, ribbon, and bow

TAKING LEAVE

- * Leave application should be submitted in advance except in an emergency situation.
- * Leave application signed by other than parents/authorized guardians will not be accepted.
- * Catching up the work which has been missed due to the absence in the class is the responsibility of the student.

COMMUTING BY BUS

- * Not to eat or drink in the bus
- * Enter and leave the bus in single line, with young children going first.
- * Remain quietly and safely at the allowed places while travelling until the bus arrives at its destination.


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TO THE PARENTS ABOUT THE SCHOOL DIARY

Your child's school diary is an important publication of the school which outlines the school's philosophy and work culture. It serves as a means of communication and interaction between parents and teachers. Therefore, the effective use of the diary lies in the participation and cooperation of the parents on a diary basis. And thus, we together make them "Perfect children through piety and letters."

What parent can do?

- * Please read the content of the diary carefully.
- * Please check the diary from time to time in order to monitor the performance of your ward and contribute our efforts to achieve the set goals and objectives.
- * Ensure that the diary is carried by your ward to the school every day.
- * Check the diary for any entries from the school, also use the diary for communication with the school
- * Sign all the notes sent by the school regularly.
- * Become acquainted with your child's teacher and try to build positive collaboration with them, so as to ensure best possible education for your children.
- * Kindly meet the class teacher of your child once in a month regularly and assess the progress of your child.
- * Respect your child as an individual and avoid making comparison with other children.
- * Control what your child watches on Internet/TV and Videos or Mobile phones.
- * Speak politely to your child and be your child's best friends.

School Transport

- * The school transport in-charge is Fr. Principal and the drivers.
- * Please take correct schedule of bus timings of nearby stop from the transport in-charge of the school drivers if bus facility is availed.
- * If any alternative arrangement of your ward's commuting has been made, please inform to the transport in-charges.
- * In case of small children, the child will be taken back to the school if there is no one to pick him/her up at the stop.
- * If the child does not reach back at the scheduled timing, please contact the office.
- * School bus service will be available only in some selected routes and cannot take diversion at the request of the parents.

- * Parents should collect the bus pass from the school office before 5th of every month. Students are permitted to use the school bus only with the VNEMS Bus Pass. Those who have no bus shall not be allowed travel to school.
- * Even in circumstances when the student is not able to make use of the bus service for part of month, the bus fee will be collected in full.
- * Bus fee once paid is not refundable, adjustable or transferable.
- * Parents are advised not to tip the bus drivers/ayah for the purpose of getting any personal work done at the school and communication with the teachers or school is not permitted through ayahs and drivers.

Parent teacher meeting


- * P.T.A. Meeting should be utilized as a platform to interact with the teachers keeping view the progress of the child.
- * P.T.A. Meeting schedule will be intimated through this Hand book.
- * Always try to reach the parent teacher meeting venue well in time.
- * Staff members are to be contacted regarding the school matters at the school only not outside or elsewhere.
- * Feel free to visit the school to check your ward's progress during the allotted time.

Paying school fees

- * The school fee has to be remitted in the following manner.
- * Monthly tuition fee can be paid on or before 5th of every month or
Total tuition fees can be divided into four instalments and can be paid it on or before 5th of June, September, December and February.
- * Hall tickets of exams will be issued only on payments of fees
- * Books and uniform fees should be paid on the allotted day for collecting the book and uniform.
- * Van fees must be paid on or before 5th of every month you are requested to remit the school fees as per the above Schedule. For further information Kindly contact to the School office

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Manager
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Admission and Withdrawal

- * The parents or guardian should introduce new pupils personally, who will be responsible to the principal for their regularity and fees.
- * Pupils coming from recognized school are required to produce Transfer Certificate from the institution last attended and pupils from other state Board Schools should bring their leaving certificate counter-signed by the inspectors of those state/board as well as the mark list of the examination they had passed at the time of leaving attested by the head of the school and an evaluation certificate from the inspector of schools.
- * Transfer Certificate will be given only to those who have fully settled their dues and produce a written application from the parents of guardians.
- * Birth Certificates, Aadhar Card, Caste Certificates and five passport size photos must be produced.

Students Prayer

Lord God Father of wisdom and knowledge, I praise and thank you

For the wisdom you have showered on me.

Bless this hour of learning


And enlighten me with piety and understanding

Strengthen my memory and guide me to success Amen.

Lunch Prayer

Bless Us O Lord! And these food which we are going to receive from your bounty, through Christ Lord. Amen.

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Assembly Prayers Prayer Song

There shall be showers of blessing
This is the promise of love
There shall be seasons refreshing
Sent from the saviour above
 Showers of blessing
 Showers of blessing we need
 Mercy drops around us are falling
 But for the showers we plead
There shall be showers of blessing
Send them up on us o Lord,
Grant to us now a refreshing
Come and now honour thy word.
 There shall be showers of blessing
 O that today they might fall
 Now as to God were confessing
 Now as on Jesus we call.

Our Father

Our father who are in heaven / holy be your name / your
kingdom come / your will be done / on earth as it is heaven / give
us this day / our daily bread / forgive us our trespasses / as we
forgive those who trespass against us / do not bring us to the test /
but delivers us from evil / Amen.

Glory to the father / and to the son / and to the Holy Spirit
/ as it was in the beginning /

is now and ever shall be / world without end / Amen.

St. Joseph Calasanz - Pray for us.

National Pledge

India is my country. All Indian are my brothers and sisters. I love my country and I am proud of its rich and varied heritage. I shall strive to be worthy of it. I shall respect my parents, teachers and all elders and treat everyone with courtesy. To my country and all my people, I pledge my devotion. In their well being and prosperity alone lies my happiness. Jai Hind

Closing prayer

We give you thanks Almighty God, for all the benefits which we have received from your bounty, through Christ our Lord! Amen.

Hymn to St. Joseph Calasanz

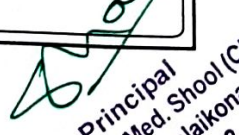
O Father who for children
Have cared whole your life
We always sing you glories,
Praising God in our lives.
Chorus: Hail Calasanz, You blessed one
Universal patron of schools
Listen to all our daily needs
And pray for us to God
You kindle flames of piety
To glow in student's soul
Help our young and little ones
In faith and love to grow.
Chorus: Hail.....

National Anthem

Jana gana mana adhinayaka jaya he
Bharatha bhagya vidhata
Panjaba sindh gujarata Maratha
Dravida utkala vanga
Vindhya himachala Yamuna ganda
Ucchala jaladhi Taranga
Tava shubha name jage
Tava shubha ashisha mange
Gaye tava jaya gatha
Jana gana mangala daayaka jaya he
Bharatabhagya vidhata
Jaya he jaya he jaya he
Jaya jaya jaya jaya he!

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Manager
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Aryanad- 695 542


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Aryanad - 695 542


TIME TABLES

Timings 9.15 am to 3.45 pm

Day	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
Time						
9.15 - 9.55						
9.55 - 10.35						
10.35 - 10.45	Break					
10.45 - 11.25						
11.25 - 12.05						
12.05 - 12.35	Noon interval					
12.35 - 01.15						
01.15 - 01.55						
01.55 - 02.05	Break					
02.05 - 02.45						
02.45 - 03.15						


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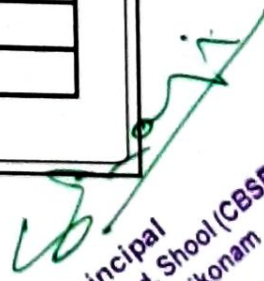
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 Villa Nazareth Eng. Med. School (CBSE)
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Leave Record

Date	Reason for leave	Parents' signature	Principals' signature	Class Teachers' Signature


Manager
Villa Nazareth Eng. Med. School (CBSE) 18
Calasanz Nagar, Palaikonam
Arvanad-695 542

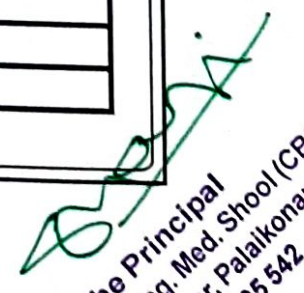

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ACHIEVEMENT RECORD

Date	Achievement Details	Signature		
		Class Teacher	Coordinator	Parents



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Improper Uniform Record

*Note: Students coming in improper uniform shall get red mark in this uniform record.
Students red mark more than times in a month will be issued warning code.*

Name.....

Grade.....

May	June	July	Aug	Sep	Oct	Nov	Dec	Jan	Feb	March
1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7	7
8	8	8	8	8	8	8	8	8	8	8
9	9	9	9	9	9	9	9	9	9	9
10	10	10	10	10	10	10	10	10	10	10
11	11	11	11	11	11	11	11	11	11	11
12	12	12	12	12	12	12	12	12	12	12
13	13	13	13	13	13	13	13	13	13	13
14	14	14	14	14	14	14	14	14	14	14
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16	16	16	16	16	16	16	16	16	16	16
17	17	17	17	17	17	17	17	17	17	17
18	18	18	18	18	18	18	18	18	18	18
19	19	19	19	19	19	19	19	19	19	19
20	20	20	20	20	20	20	20	20	20	20
21	21	21	21	21	21	21	21	21	21	21
22	22	22	22	22	22	22	22	22	22	22
23	23	23	23	23	23	23	23	23	23	23
24	24	24	24	24	24	24	24	24	24	24
25	25	25	25	25	25	25	25	25	25	25
26	26	26	26	26	26	26	26	26	26	26
27	27	27	27	27	27	27	27	27	27	27
28	28	28	28	28	28	28	28	28	28	28
29	29	29	29	29	29	29	29	29		29
30	30	30	30	30	30	30	30	30		30
31		31	31		31		31	31		31

(21)

[Signature]
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[Signature]
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Record of Irregularities

Date	Indiscipline	Book not Brought	Home work not done	Lessons not Learnt


[Handwritten Signature]
Manager -
Villa Nazareth Eng Med School (CBSE)
Calasanz Nagar Palakkam
Arvavad- 695 542

[Handwritten Signature]
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Record of Library Books Read

SL.NO.	Date of taken	Title & Author	Signature of Librarian	Date of return	Signature of Librarian


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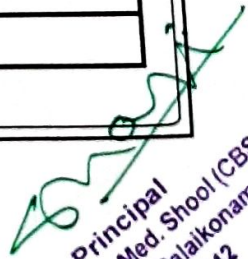

The Principal
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Date	Time	Subject

PERIODIC EXAM TIME TABLE

Date	Time	Subject


 Manager
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 Calasanz Nagar, Palakkam
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