

FOREWORD

Dear Parents,

Greetings!

Welcome you all for the new academic session. With your continuous support and encouragement, RPS is climbing the steps of success year by year. As we stand on the threshold of yet another academic session, I look forward for your cooperation and enthusiastic participation in the holistic development of our children.

I feel pleasure in handing over this booklet to you.

This Booklet will provide the fragrance of rules & regulations and all other information which is useful and important for you and students all through the year. Kindly keep it safe at home and keep on referring it as and when required.

Feel free to give your feedback as they have been always so important for us.

Thanks

Deepshikha Agrawal

INSTRUCTIONS:**Attendance:**

- To be eligible to appear at the annual examination, a student will have to complete minimum 75% attendance, separately in practical and internal assessment subjects also where applicable.
- Leave will be counted as absent.
- Students attending cultural/sports tournaments/NCC Camps will be given full attendance for the period.
- Parents should regularly check the attendance of their wards.
- Continuous absence without any intimation/approval will lead to the removal from the school rolls. A notice will be sent after a student is absent for three consecutive days without any information. Another reminder will be issued after a week. When there is no response from parents for one month, the name of the student will be struck off the rolls.
- The school will not be responsible if the student misses any important announcement during his/her absence, such as any important announcement regarding dates of practical examination, filling up any forms, issue of some important document or any other information. This is the duty of the parent to check from their own sources if they missed anything important on that day.
- It will not be the responsibility of the school arranging the class- work/homework notebooks from other students if a student remains absent due to certain reasons. The parent will have to arrange them at their own individual levels. However, on request of the parents, teachers can provide extra guidance/help in genuine cases of absence.

Special note for parents:

- Bus facility is optional. In case of argument with bus driver/conductor or boarding of parents in the bus, this facility may be withdrawn with immediate effect and the responsibility of sending the child to school shall be borne by the parents.
- Violation of rules related to uniform / school rules / late arrival / fee dues etc. Will not be considered after 2 intimations and after that student will not be allowed to board the bus and parents will have to bring him/her to school with proper reasons.
- Answer scripts of Annual Examination will not be shown to the parents. If any parents wants to see the examination copies than the same can be done by following a fix procedure.
- At the time of PTM, ward accompanying with parents should be in proper school uniform.

Disciplinary Measures:

The following disciplinary measures may be adopted by the school in dealing with students behaving in an unruly manner.

1. Oral warning and counseling.
2. Written warning
3. Detention during the break.
4. Suspension (ranging from 7 days to 30 days)
5. Rustication
6. Withdrawal of transport facility for misbehavior in the school bus.

In such case parents will be responsible for their wards commute to school.

Student's council and Monitor System:

A student's council will be formed every session in order to instill leadership quality in students. This gives them a sense of responsibility and ownership. The student's Council becomes a mouthpiece of the students. They act as a link between the Head of the school, Teachers and Students. They help to organize different activities scheduled in the event calendar along with teachers. The objective is to ensure that today's students are well prepared to be tomorrow's innovators, leaders and engaged citizens of the world.

Method of Selection of Class Monitors:

The Class Monitors shall also be part of Student's Council. The Class Teachers shall appoint the Class Monitor on the basis of the following:

1. Academic report of last session.
2. Participation in co-curricular activities (Inter and Intra School).
3. Attitude and Behaviour of child with teachers, seniors, peers and juniors.
4. On Rotation Basis.

Issue of Transfer Certificate:

In case of transfer of parents from station to any other place, and subsequent to this if the parents apply for School Leaving Certificate/ Transfer Certificate, the concerned will have to pay the fee (both Transport and Tuition) for that particular month of the school.

Caution money deposited at the time of admission will only be released if the dues are cleared and SLC/TC has been issued. Caution money will be sent to the address (residential) as recorded in school (in application form) within 1 month of the date of TC, by courier. In case the same doesn't reach the concerned, kindly contact the School Accounts Office.

Issue of other documents:

Issue of recommendation letters, certificate showing the Tuition Fee paid to school for reimbursement and other documents as required by parents, will be issued only after a period of 10 days from the date of request. **Income Tax Certificate will not be issued.** Fees Receipts can be used for the same purpose.

Exam-Schedule (2017-2018)

Half Yearly	Assessment	Annual Exam
From 14 th Sept	From 4 th Dec	From 5 th March

List Of Holidays 2017-18

Date	Day	Occasion
4 th April 2017	Tuesday	Asthmi / Ram Navmi
5 th April 2017	Wednesday	Collector's Power Holiday
9 th April 2017	Sunday	Mahaveer Jayanti
14 th April 2017	Friday	Dr. Ambedkar Jayanti
26 th June 2017	Monday	Id-UI-Fitr (Visibility of Moon)
7 th August 2017	Monday	Raksha Bandhan
15 th August 2017	Tuesday	Janmashtami
31 st August 2017	Thursday	Ramdev Jayanti
2 nd September 2017	Saturday	Id-UI-Zuha (Visibility of Moon)
5 th September 2017	Tuesday	Anant Chaturdashi
21 st September 2017	Thursday	Navratra Sthapana
1 st October 2017	Sunday	Moharram
4 th November 2017	Saturday	Guru Nanak Jayanti
2 nd December 2017	Saturday	Milad Un-Nabi (Barawafat)
25 th December 2017	Monday	Christmas / Guru Govind Singh Jayanti
14 th January 2018	Sunday	Makarsankranti
13 th February 2018	Tuesday	Mahashivratri
1 st & 2 nd March 2018	Thursday & Friday	Holi

VACATIONS

SUMMER BREAK	11th May – 21st June
DUSSEHRA BREAK	28th Sep. – 1st Oct.
DEEPAWALI BREAK	14th Oct. – 22nd Oct.
WINTER BREAK	30th Dec. – 7th Jan.

Yearly Breakup of Syllabus 2017-18

Month	Block	fgUnh		
		fyf[kr	ekSf[kd	dfork,asa
April	1, 2, 3	nksgjku Loj] O;atu] nks] rhu] pkj v{kj okys 'kCnA	nks] rhu] pkj v{kj okys 'kCn i<ukA	1, 2
May	4	nksgjku	nksgjku	
June	5	nksgjku	nksgjku	
July	6,7, 8, 9	vk dh ek=k ds 'kCnA	vk dh ek=k yxkdj 'kCn i<+ukA ist la[;k 12] 13] 14	3, 4, 5
August	10, 11,12,13	b] bZ ek=kvksa ds 'kCnA	b bZ dh ek=k,sa yxkdj i<+uk] ist la[;k 16] 17] 18] 20] 21] 22	6, 7, 8
Sept.	14	m dh ek=k ds 'kCn A	ek=k yxkdj 'kCn i<+uk] ist la[;k 24] 25] 26	9, 10
Oct.	15, 16,17,18	Å] , dh ek=kvksa ds 'kCnA	ek=k,sa yxkdj i<+uk] ist la[;k 28] 29] 30] 34] 35] 36	11, 12
Nov.	19, 20	,s dh ek=k ds 'kCnA	ek=k yxkdj i<uk ist la[;k 39] 40	13, 14
Dec.	21, 22	vks dh ek=k ds 'kCnA	ek=k yxkdj 'kCn i<+uk] ist la[;k 42] 43] 44	15, 16
Jan.	23, 24	vkS] va dh ek=kvksa ds 'kCn A	ek=k,sa yxkdj i<+uk] ist la[;k 46] 47] 48] 50] 51] 52	17, 18, 19
Feb	25	v%] _] i dh ek=k ds 'kCnA	ek=k yxkdj i<+uk] ist la[;k 54]55	20, 21, 22

Subject	XSEED	English		
	BLOCK	Written	Oral	Poems
April	1, 2, 3	Capital cursive in book	Recognition of capital and small cursive	Pg No. 17, 28 29, 30, 31
May	4	Revision	Recognition of capital and small cursive	Revise the previous
June	5	Three letters word with vowel sound (a, e)	Spellings	Pg No.40
July	6,7, 8, 9	Three letters word with vowel sound (i ,o ,u)	Spellings	Pg No.48, 51, 52, 66
Aug.	10, 11,12,13	Opposites, Myself, use of a, an	Concept of a, an	Pg No.67, 68, 69, 86, 89
Sept.	14	Use of in , on, under, Revision for exam	Revision for Exams	Revise the previous
Oct.	15, 16,17,18	Use of This / That / These / Those; One many	Concept of This / That / These / Those; One many	Revise the previous
Nov.	19, 20	Use of He, She , They, It	Concept of He, She, It, They	Pg No.107 to 113
Dec.	21, 22	Pairs, Singular / Plural	Spellings	Pg No. 114, 115
Jan.	23, 24	use of is, are, am	Concept of is, are, am	Pg No.116
Feb.	25	Action words	Spellings	Pg No.117

Subject	XSEED BLOCK	Maths	
		Written	Oral
April	1, 2, 3	Revision- Counting 1-100, Backward counting 10-0	Counting 1 to 100
May	4	Backward counting 20-0	Backward counting 20-0
June	5	Table of 2	Table of 2
July	6,7, 8, 9	Counting 101-200; What comes after, before, between, less than; greater than, equal to, Number names 1-10	Table of 2
August	10, 11,12,13	Number names 11-20; Backward Counting 30-0; table of 3, Counting 201-300	Table 2 & 3
Sept.	14	Backward counting 50-0, table of 4, Revision for exam	Revision of Complete syllabus
Oct.	15, 16,17,18	Counting 301-400; Table of 5, Number names 21-40, Backward counting 100-0	Table of 2, 3, 4, 5
Nov.	19, 20	Counting 401-500, Table of 6, Number names 41-60, Shapes	Table 2, 3, 4, 5, 6
Dec.	21, 22	Table of 7, number names 61-80, Ordinal numbers	Spellings, Table 2-7
Jan.	23, 24	Number names 81-90, Addition, subtraction, Revision of table 2-7	Spellings , Table 2-7
Feb.	25	Number names 91-100, Tables of 2-7, Addition, Subtraction, Multiplication	Spellings, Table 2-7

Subject	XSEED BLOCK	EVS	
		Written	oral
April	1, 2, 3	_____	Conversation sheet of April
May	4	Fruit's name	Conversation sheet of May
June	5	Vegetable's name	Revision
July	6,7, 8, 9	Pet and Wild animals	Conversation sheet of July
August	10, 11,12,13	Flower's name, Bird's name	Conversation sheet of August
Sept.	14	Parts of a body	Conversation sheet of September
Oct.	15, 16,17,18	Sense organs, Days of the week	Conversation sheet of October
Nov.	19, 20	Shapes, Colours, My Family	Conversation sheet of November
Dec.	21, 22	Means of Transport, Our Helpers	Spellings, Conversation Sheet of Dec
Jan.	23, 24	Seasons, Festivals	Spellings, Conversation Sheet of Jan
Feb.	25	Baby Animals and Animal homes, Things we eat and drink	Spellings, Conversation Sheet of Feb

EVS: Conversation Sheets & block wise syllabus will be provided monthly.

Roop Nagar Public School, Jhalawar, Raj
Co-scholastic Activities Schedule (Tentative)

S.No.	Months	Competitions	Celebrations	Field Trip	Activities
1	April	Colouring			Making of family band
2	May		Mother's Day		
3	June	cky dfo	Eid		Pincer grip task
4	July	Mantra Chanting		Post Office	how to tie shoe lace, making post office setup
5	August	Hindi Story	Janmashtami		making of fire fighter puppet, clay activity, setup of jungle scene
6	September	Self Introduction	Dandia	Bus Ride	Assembling of bus with different parts.
7	October	Thumb Painting		Neighbour hood	Making of neighbourhood model, getting an idea of lump curd by churning, clay activity, dyeing, sock puppet & dog puppet, door mat making
8	November	Memorising	Annual function		blow painting, wind tester and catcher, model of vehicle, making smiley, smiley sandwich, sowing seeds, thumb activity
9	December	Card Making	Helper's Day	Departmental Store	Making of treasure box, build sand castle, making of bow & arrow, and flowers by using different materials
10	January	Sorting	Leader's Day	Picnic	Making of a paper plate clock
11	February				Making of a mouse head band

