# **Vincentian Mission Service Society's**

DE PAUL PUBLIC SCHOOL

Kopargaon – 423 601

Dist. A'Nagar, Maharashtra State,

Mob: 7821819182 E-mail: depaulkopargaon@gmail.com www.depaulkopargaon.com



# HAND BOOK 2025 - 2026

Name :			 
Class:	Div.:	Roll No	 
		(Resi)	

(This Hand Book must be brought to school daily)

#### **MANAGING COUNCIL**

❖ PRESIDENT ❖

Rev. Fr. Jimil V.C.

**❖** ADMINISTRATOR ❖

Rev. Fr. Sherin Parambil V.C.

❖ PRINCIPAL ❖

Rev. Fr. Jomy Joseph V.C.

**❖ VICE-PRINCIPAL ❖** 

Mr. Prithvipal Chirayath

#### **SCHOOL HOURS**

Nursery, LKG, UKG 9.00 am to 1.00 pm Primary and High School 9.00 am to 3.00 pm

#### PRINCIPAL'S OFFICE TIME

11.30 am to 1.00 pm (On School Days Only)

#### **OFFICE HOURS**

9.30 am to 1.00 pm

NB. - No. School Matter will be entertained outside office hours.

# **DECLARATION FORM**

Name of Student			
Class Div	Roll No.		
Gen. Reg. No.	Date of Admis	ssion	
Date of Birth	Age		
Mother Tongue	Blood	Group	
Height	Weight	*	
Aadhar Card no.			
Res. Address			
Mob	Tel. No.		
Native Place & Address			
Mob.	Tel. No.		
Father's Name			
Educational Qualificatio	n		
Educational Qualification Designation and Office A			
Mob	Tel. No		
Mother's Name			
Mother's Name  Educational Qualificatio	n		
Designation and Office A	Address		
Mob	Tel. No		
If the student stays wit	th Guardian		
Guardian's Name			
Educational Qualification	n		
Designation and Office A	-1uuress		
MobBrothers / Sisters studyin	Tel. No.		· · · · · · · · · · · · · · · · · · ·
Brothers / Sisters studying	ng in this school		
Name		Class	Division
1)			
2)			
I have read the rules and	regulations in the s	school diary	and agree to
abide by them. I understa	and that the decision	n of the sch	ool authorities
will be final and binding	on us on matters of	f dispute, if	any.
Signature of Father		Ma	ther
Signature of Father	Guai ulali	1410	unci

Affix Passport size photograph of Father

# Meet My Parents

Affix Passport size photograph of Mother

Student Passport size photograph

#### St. Vincent De Paul- Our Patron

De Paul Public School is named after St. Vincent De Paul, a kind and compassionate man who lived long ago, back in the 17th century. He was born in France in 1581 and grew up to become a Catholic priest. In those days, there were many poor and suffering people, and Vincent couldn't ignore their struggles. He believed it was his duty to care for the less fortunate and made it his life's mission. Vincent De Paul founded a group of volunteers, the Vincentians, who shared his passion for helping others. Together, they provided food, clothing, and shelter to their community's poor, sick, and marginalised people. They also visited prisoners, offering them comfort and support. As the years went by, the work of St. Vincent De Paul and his volunteers spread throughout France and beyond. They established hospitals, orphanages, and schools to care for those in need. St. Vincent's selfless dedication inspired many others to join their cause, and the movement grew even more. In summary, St. Vincent De Paul was a kind-hearted man who devoted his life to helping the less fortunate. His compassion and generosity inspired the Vincentian Congregation, which still helps people in need today.

#### Introduction

De Paul Public School in Kopargaon is owned and managed by Vincentian Mission Service Society Ahmednagar. We guarantee quality education with the help of Experienced Teachers, Staff and teaching aids, including the latest educational software. We care for each child's Intellectual, mental, physical, moral and psychological development without discrimination of caste, creed, religion or sex to enable them to blossom into worthy and proud citizens of the country. Perfect care is taken for the curricular and co-curricular activities of each child. At De Paul, we believe every child is unique and respect the diversity of the talents within the school community.

#### Vision

To become an abode of knowledge, fostering excellence in education by producing individuals of strong character and unwavering commitment who love their nation and fellow human beings, positively impacting the world.

#### Mission

To form intellectually developed, emotionally matured, morally upright and spiritually enlightened men and women committed to building a just society by fostering a high degree of justice, integrity, honesty and charity.

### **Objectives**

To believe that all who enter our institution are God's unique gift to us, a spark of God's image and likeness. To inculcate confidence and trust in oneself, humanity and God.

To promote mutual respect, solidarity, communion with all human beings, and a gracious reverence for the entire creation.

To provide value-based, meaningful, productive learning that develops emotional maturity and integrity. To impart fundamental human values of peace, love, justice, compassion and gratitude.

#### Core Values

De Paul Public School is committed to these Core Values:

- A) Academic Excellence: We embrace our responsibility to provide the best education for children through developing academic skills that ensure success in the educational and social mainstream.
- **B)** Respect for the Individual: We welcome children of all religious, cultural and ethnic backgrounds in recognising diversity as a strength in our community.
- C) Commitment to the children we serve: We are committed to the children we serve by providing a learning environment that fosters each child's overall development and well-being.

# School Prayer

Eternal God / Creator of all / I firmly believe / that I am now / in your presence. I adore your Divine Majesty / and ask of you / to enlighten my mind / that I may know you more clearly / and to move my heart / that I may love you / above all things / and my neighbours / for your sake. Help me / that I may never / in my thoughts/words and deeds / offend / against your holy law.

### **Prayer Before Class**

- 1.O God, Our Father, we, your children, are standing before you. Take us to the world of wisdom and knowledge, and guide our teachers to teach us well.
- 2.O God our loving father / the source of all knowledge, enlighten our mind / strengthen our memory / and bless our actions / so that every thought/word and deed of ours/ may always be guided by you.
- 3.0 God our Father / we begin a new day / of study, work and play. Bless and keep us safe / from all harm and danger. Help us all / to be gentle, kind and helpful / so that our day / may turn out to be good.

### **Prayer After Class**

1. God, Our Father, thank you for your help and guidance. We are very grateful to you for giving us our teachers. Bless them abundantly. Help us all to remember what we have learned now. 2. God / I thank you for this day / of study/work and play. Thank you / for the knowledge / I gained / and the lessons / I enjoyed. Thank you / to my teachers / and my friends. Sorry God / when I have been lazy / and not attentive in class. Help me / to be better tomorrow.

# **Prayer Before Meals**

O God, bless all the farmers working hard to give us food. Remember the hungry. Bless us, O Lord and bless this food we will receive from your bounty.

# **Prayer After Meals**

We thank you, Almighty God, for all the benefits we have received from your bounty.

# **Universal Prayer**

Our Father in heaven/holy be your name/, your Kingdom come, / your will be done on earth, / as it is in heaven/. Give us today/, our daily bread/; and forgive us our sins/, as we forgive/, those who sin against us/; do not bring us to the test/, but deliver us from evil

# **Pledge**

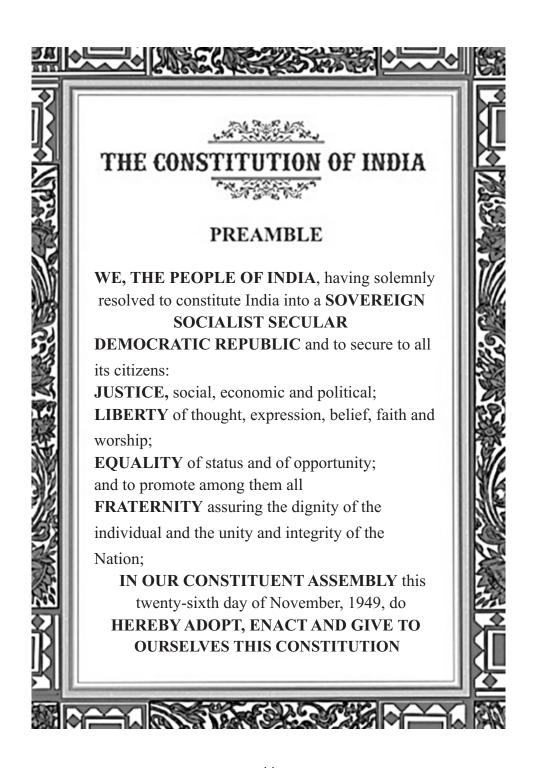
India is my country. All Indians are my brothers and sisters. I love my country and I am proud of its rich and varied heritage. I shall always strive to be worthy of it. I shall give my parents, teachers, and all elders respect and treat everyone courtesy. To my country and my people, I pledge my devotion.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

# वंदे मातरम्

वंदे मातरम् वंदे मातरम्
सुजलाम् सुफलाम् मलयज शीतलाम्
सस्य शामलाम् मातरम्
वंदे मातरम्.....
शुभ्र ज्योत्स्ना पुलकीत यामिनीम्
फुल्ल कुसुमित द्रुमदल शोभिनीम्
सुहासिनीम् सुमधूर भाषिणीम्....
सुखदाम् वरदाम्.... मातरम्
वंदे मातरम्......

# सारे जहाँ से अच्छा

सारे जहाँ से अच्छा हिन्दोस्ताँ हमारा।
हम बुलबुलें है इसकी, ये गुलिसताँ हमारा ।।धृ।।
पर्वत वह सबसे ऊँचा, हम साया आसमाँ का
वह संतरी हमारा, वह पासबाँ हमारा ।।१।।
गोदी में खेलती हैं, जिसकी हजारों नदियाँ
गुलशन है जिसके दमसे, रश्के जिना हमारा ।।२।।
मजहब नही सिखाता, आपस में बर रखना।
हिंदी हैं हम, वतन हैं हिन्दोस्ताँ हमारा ।।३।।



# **NATIONAL ANTHEM**

# जन - गण - मन

# रविंद्रनाथ टागोर

जन - गण - मन अधिनायक, जय है
भारत - भाग्य विधाता
पंजाब - सिंध - गुजरात - मराठा
द्राविड - उत्कल - बंग
विंध्य - हिमाचल - यमुना - गंगा
उच्छल - जलिध - तरंग
तव शुभ नामे जागे,
तव शुभ आशिष मागे,
गाहे तव जय गाथा,
जन - गण - मंगल दायक जय हे,
भारत - भाग्य - विधाता
जय हे, जय जय, जय है।

#### STATE ANTHEM

# राज्य गीत

जय जय महाराष्ट्र माझा, गर्जा महाराष्ट्र माझा जय जय महाराष्ट्र माझा, गर्जा महाराष्ट्र माझा ।।धृ।।

भिती न आम्हा तुझी मुळी ही गडगडणाऱ्या नभा
अस्मानाच्या सुलतानीला जबाब देती जिभा
सह्याद्रीचा सिंह गर्जतो शिव शंभू राजा
दरी दरीतून नाद गुंजला महाराष्ट्र माझा
जय जय महाराष्ट्र माझा, गर्जा महाराष्ट्र माझा ।।१।।
काळ्या छातीवरी कोरली, अभिमानाची लेणी
पोलादी मनगटे खेळती, खेळ जीव घेणी
दरिद्र्याच्या उन्हात शिजला
निढळाच्या घामाने भिजला
देश गौरवासाठी झिजला
दिल्लीचे ही तख्त राखितो, महाराष्ट्र माझा
जय जय महाराष्ट्र माझा, गर्जा महाराष्ट्र माझा
जय जय महाराष्ट्र माझा ।।२।।

#### The De Paul School Anthem

We are the people chosen and selected
United in wisdom and discipline (2)
We are the Depaulians
Singing together victory is ours (2)

Our voices are united, praises are offered
We proclaim Glory to God the creator and his men
Heaven is opened, Blessings are showered
The time has come, sing out in joy (2)
We are the Depaulians
Singing together victory is ours (2)

To bring out a change, to shine in love and friendship

Directed, dedicated to reach out the stars breaking all borders

Re?ned in the spirit of Saint Vincent our patron

We excel in the heart of De Paul (2)

We are the Depaulians
Singing together victory is ours (2)

# **SONGS**

# **Showers Of Blessing**

There shall be showers of blessing
This is the promise of Love
There shall be seasons refreshing
Send from the savior above
Showers of blessing
Showers of blessing we need
Mercy drops round us are falling
But for the showers we plead

# Walk with me oh My lord

Walk with me O my Lord
Walk with me O my Lord
Through the darkest night and brightest day
Be at my side O Lord
Hold my hand and guide me on my way.

Sometimes the road seems long, my energy is spent, Then Lord, I think of You and I am given strength.

Stones often bar my path and there are times I fall, But you are always there to help me when I call.

Just as you calmed the wind and walked upon the sea, Conquer, my living Lord, the storms that threaten me.

# We shall overcome someday

We Shall Overcome, we shall overcome We shall overcome someday.
Oh, deep in my heart, I do believe,
We shall overcome someday.

The Lord will see us through, the Lord will see us through,
The Lord will see us through someday.
Oh, deep in my heart, I do believe,
We shall overcome someday.

The truth will make us free, the truth will make us free,
The truth will make us free someday.
Oh, deep in my heart, I do believe,
We shall overcome someday.

# O give thanks to the Lord, for he is good

O give thanks to the Lord, for he is good (3) Yes, eternal is his love.

- 1. I will sing to my God never ceasing, all my life, I will tell of his wonders: He's the maker of all earth and heaven, of the ocean, the seas and all they hold.
- 2. The Almighty is faithful for ever: He is just to the poor and the outraged: It is He who gives bread to the hungry Who delivers the captives from their chains.
  - He gives sight to the blind in his mercy; and he raises the lowly, the humble.
     It is he Who gives shelter to strangers, Every orphan and widow he defends.

# Make me a channel of your peace

Make me a channel of your peace
Where there is hatred let me bring your love
Where there is injury, your pardon Lord
And where there is doubt true faith in You

Make me a channel of your peace
Where there is despair in life let me bring hope
Where there is darkness only light
And where there's sadness ever joy

Oh, 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
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.

Oh, 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.

# Great indeed are your works

Great indeed are your works, O Lord Now are ever more Great indeed are your works, O Lord Now and ever more.

The Universe night and day,
Tells of all your glory
You are our Light and our Life,
We shall praise you always.

# ADMISSION Rules And Regulations

- a] All Admissions will be strictly on the merits of the students and the availability of seats in the class.
- b] Children who completed 3 years, 4 years, 5 years and 6 years in June are eligible for admission to Nursery, Junior K.G., Senior K.G., and 1st standard, respectively.
- c] Children who have passed the U.K.G. of this School and wish to continue their education in Std. I st must submit their application in the prescribed form before 30<sup>th</sup> March.
- c) New admissions are made on the basis of the student's performances in the school they studied last and on their performance in the aptitude test.
- d) At the time of admission, the following certificates should be attached with the application form:
  - a. copy of the Birth Certificate (Once admitted, no change of date of birth will be entertained)
  - b. Original Transfer Certificate from the school last attended (For admission to Std. II onwards)
  - c. Aadhar copy
- e) Admission is formally completed only when the form has been filled and submitted to the office, fee dues are paid, and the Principal signs the form. Payment of Fees,writing the entrance test, or an interview does not necessarily mean admission is granted.
- d) Students from recognised Schools cannot be admitted without leaving a certificate from the school they last attended.
- e) Students from recognised schools outside the state should have their leaving certificates countersigned by the educational authority of that state.
- g) New Pupils must be introduced personally by their parents or guardians, who will be responsible to the Principal for their regular attendance and payment of fees.

#### Withdrawals And Dismissals

- Application for Transfer Certificate must be given in writing in the prescribed form by the parents.
- 2. In the event of withdrawal of a student from the school, all

- dues must be cleared before the Transfer Certificate is taken.
- Irregular attendance, habitual laziness, defiance of authority, malpractice in connection with examinations, lack of sufficient improvement in conduct and studies even after warning, or conduct injurious to the moral ambience of the school are sufficient reasons for the dismissal of a student.
- 4. Smoking, bringing and consuming alcohol or narcotics, disrespect towards the staff, bad moral influence and wilful damage to school property will lead to the student's dismissal from the school.

### **Discipline**

The pupils of this school are expected to:

- participate fully in all the activities of the school,
- observe the school rules of discipline faithfully and obey all duly constituted authorities,
- cultivate loyalty and devotion to home, school and country,
- develop healthy habits of mind and body by constant self-discipline,
- acquire qualities of leadership and competency in the art of expression and persuasion,
- strive to be gentlemen/ladies and learn to serve and help others.
- Pupils must be in their classrooms by the first bell at 8.50 a.m.
- On reaching the school, the students should form a line and proceed silently to their respective classrooms.
- Utilize the morning for silent study until the bell goes for prayer/ assembly.
- At the second bell, when there is School Assembly, all should march to the place assigned for their respective classes at the assembly ground/hall. On the other days, they should sit in

their classrooms in silence.

- At the third bell, all should stand up for prayer.
- At the end of the day, one of the senior class leaders will lead a thanks-giving prayer before the students disperse.
- Show respect to your Principal, teachers, non-teaching staff and elders by greeting them.
- Respect each other and always lend a helping hand.
- Stand still during prayer and National Anthem, wherever you are.
- Be eco-friendly, and keep your school premises green.
- Students in school uniform are not expected to loiter in the shops, hold birthday parties or any treats for friends in the restaurants.
- Be in line and in perfect silence while moving to and from the lab, library, auditorium and playground.
- Behave honestly in the examination halls. Malpractices of any sort will be seriously dealt with
- Don't dash and hit others, including teachers, while walking in the corridor. Learn to use polite expressions like 'sorry', 'thank you', 'welcome' etc., as and when required.

#### Leave Of Absence

- Regular attendance is expected of every student. No student shall absent himself/herself from class without the prior permission of the class teacher or Principal. If prior permission cannot be obtained for reasons beyond control, an application for leave (in due form) signed by the parent/guardian should be sent to the Principal on the first day of attending class.
- In the case of absence for more than one day, a leave letter should be attested by the Principal.

- A medical certificate should be submitted in the case of absence owing to illness.
- No leave of absence will be granted for monthly or terminal examinations. Absence from test papers and examinations will be considered a serious breach of school discipline.
- No student will be sent home unless a duly authorised person comes to take him/her home.
- Absence without leave or unexplained absence for more than 15 days renders the student liable to have his/her name struck off the rolls. Readmission may be sought after remitting a fee of Rs.500/-.

#### Late arrival at school

- Late arrival and early departure are not encouraged unless it is an absolute emergency and the parent gives a prior note in the Handbook.
- The school gate will close at 9.00 am for children using private transport.
- Parents of children using private vans/cars must ensure that children reach school by 8:50 am.
- Three consecutive late arrivals would lead to the student being sent back home.
- To relieve your child from school, a gate pass duly signed by the class teacher and Principal should be handed over to security before leaving the campus

#### In the classroom

- Arrange the classroom neatly before the class starts.
- Do not litter the school premises with papers and sweet wrappers.
- White board, table and chair are meant only for teachers.
- Do not sit on the desk.
- Scribbling and drawing on the desks and walls will be seriously addressed.
- Bring only study materials to the classroom.

- CD, pendrive, memory card, iPod, mobile phone, smart watches and such other gadgets are strictly forbidden in the classroom and school premises.
- Students should greet their teachers when they arrive and depart from the class.
- Students are not expected to crowd around the teacher's table to clear doubts or for any other purpose.
- Going to the washroom frequently during class time is not advised.
- Students are not expected to leave the classroom after every period and roam in the corridor.
- After recess, the students should be prompt in entering their classrooms.
- In the absence of a teacher, the prefect/vice prefect may stand near the table and maintain discipline till the substitute teacher comes.
- Munching food or chewing gum and drinking water during the class hours are not allowed.
- No pupil shall disturb other classes at work on flimsy pleas like getting the loan of pencil, pen or book etc. from any of his/her friend.
- Throwing things at others should be avoided.

#### In the corridors

- During intervals, students are advised not to play inside the classrooms or to run across the corridors or in the auditorium.
- Always keep to the left while walking along the corridors. Do not move about in clusters or club together.
- Do not drag your feet while walking along on the corridor.
- Do not lean and stamp on the wall.
- Do not jump up and try to hit the objects or roof overhead.
- Students are not expected to enter the staff room unnecessarily or stand in groups in front of it. In

case of necessity, only one student is expected to enter with permission.

#### PT Classes

- Students are expected to go and come from the playground in line.
- No student is exempted from PE classes. If any exemption is required on health grounds, a written request from the parents should be produced in advance and sanction from the Principal must be acquired.
- Everyone should follow a healthy and disciplined pattern.

### **School Dispersal**

- The school will disperse at 2.20 pm. The students should leave the classroom in line following the teachers' instructions.
- Always switch off the fans and the light while leaving class.
- The students going by private vehicles are allowed to come out first. They should be followed by our school bus students. All should maintain the queue system. Immediately after that, all other categories of students have to move out of the school.
- Students are not expected to group in the porch/corridors/ramp and talk.

# Library

Timing of issuing books: 9.30 am to 2.00 pm.

- Keep silence in the library
- Students can take one book from the library at a time. They have to return it back after one week.
- Check the book before issuing. If the pages are torn apart or the book is damaged, please inform the librarian.
- Students are not allowed to exchange library books with others.

- A fine will be charged if a student doesn't return the book within the given time and causes any damage to the book.
- Books should be treated with care in and out of Library. No writing, ink blots, torn pages, jam marks and the like are allowed.
- Books should be submitted within eight days from the issuing day

### **Computer Lab**

- Take off your shoes before entering the lab.
- Do not play with computer peripherals and wires.
- Keep silence in the computer lab.
- After use, kindly switch off the computers and other electric switches.

#### Washrooms

- Toilets are provided section-wise. Keep them neat and clean.
- Flush the urinals after use.
- Do not scribble on the walls of the toilet.
- Close the taps to avoid waste of water.

#### **School Bus**

- Behave properly on the bus and use decorous language while talking to each other.
- Follow strictly 'the rule of the road'. While walking to the boarding point, neither should you cluster nor walk, putting your hands on others' shoulders.
- Students must respect and obey the instructions of the driver and attendant.
- Students should always remain in their seats, except when the bus has completely stopped at their stop.
- Students must speak in normal tones. The use of foul or abusive language will lead to disciplinary action.
- Students must keep their hands, heads and all

- objects inside the bus.
- Students should not damage the bus. Fine/disciplinary action will be taken for the damage caused.
- Students must not throw items out of the bus windows, around the bus or on the bus floor.
- It is important to inform the administrative office, Transport in charge and class teacher about any change in address and telephone number a week before the change of address.
- No parents are allowed to get inside the bus and talk to the students on the bus. Parents are supposed to leave the student in the hands of the helper. If any parent has any complaint about the bus driver, helper or the students, they must approach the principal and complain in the school. Nobody should scold, threaten or beat other students. Strict action will be taken against any such behaviour.
- Bus fee must be paid before 10th every month

#### Communication

- English is the medium of communication/ instruction, and so it is mandatory that all students speak English on the school premises.
- Insulting and abusive expressions are strictly forbidden on the school premises.

#### **General Conditions**

- Tie & ID card should be worn properly.
- Nails should be cut and cleaned regularly
- Socks should be tight and stretched properly
- Well-polished black, flat, ordinary shoes are insisted

#### **Birthdays**

A birthday celebration should be limited to a sweet (toffee) distribution per child. Do not send a birthday cake to your child's class. Kindly do not send any eatables/other items for distribution in the class.

### **House System**

At De Paul Public School, students are divided into four houses and inter-house competitions are held throughout the year to nurture the talents and skills of the students. The students have to wear house dress on Wednesdays and Saturdays.

#### **Extra-curricular Activities**

Extra-curricular activities are part of the curriculum of the school. Participating in the activity is compulsory for all students. The activities include Cricket, Volley ball, Chess, Badmiton, Clay Modeling, Drawing, Dance, Abacus, Vedic Mats & Karate.

### **Parent-Teacher Meeting**

Parents can meet the teachers every Saturday from 2.00 pm to 3.00 pm. Please come and discuss with teachers about your wards progress. If any urgency arises, parents can meet teachers after school, i.e., 2.30 pm to 3.00 pm on working days. Please don't come to the school during the class time. Please don't enter classrooms without permission from the principal.

### A School Discipline And Order

- Parents are expected to co-operate with School Authorities by enforcing regularity and discipline by seeing that their children prepare their lessons and by taking an active and helpful interest in the activities of the School.
- Parents are informed that occasional reports from the teachers are conveniently sent through the calendar. Parents are particularly expected to sign these messages, progress reports etc. Failure to do this may put their children to great inconvenience.
- 3. If a pupil is absent through illness more than a week, the Principal must be informed at once.
  - Pupils may absent themselves from school for no other reason than illness. Attending wedding, religious ceremonies and other occasion outside the station during school days, breaks the order of the school, and is detrimental to the pupils study and school discipline. Hence parents are earnestly urged not to take leave for their children for such occasions.
- 4. Parents are especially requested to notify the school of any change in their address or telephone number.
- 5. Parents are requested to make all complaints directly to the Principal not to the class teacher.
- 6. Parents are requested to make a special note of the academic performance of their children. The Principal and staff are ever ready to offer their best assistance in this respect.
- The Principal may be interviewed at the time marked viz., between 9.30 am. to 10.30 am. An exception will be made in special cases only. In any case, no school business will be transacted on Sundays and holidays.

- 8. They should as soon as possible, notify the school authorities of the occurrence of any contagious or infection disease in the house where the pupils lives and the pupils must not be sent to the school until all danger of carrying the infection is over.
- 9. Parents / Guardians or other persons are not allowed to see the pupils or interview the teachers during school hours without the prior sanction of the Head of the School.
- Any issues regarding fees, valuation of answer books, assessment of marks, promotion, prize etc. will rest on the decision of the Principal. In these, as in all other school matters, the Principal's decision is final and indisputable.
- 11. It must be understood that no one has a right to dictate to the school authorities. But the latter have a right to sayan what condition they admit or retain a pupil in the school. (Rule 3 Appendix I, grant-in-aid Code for Recognised School)

#### Note To The Parents / Guardian

- In order to secure all that is best in education of your child children, maximum co-operation between the Parents and the school authorities is desired.
- 2. Parents or guardians should check their child School Calendar everyday and see to it that learning of the lessons and homework assigned for the next day are done.
- 3. Children should be encouraged to cultivate the habit of neatness in their persons, clothes and books.
- 4. Students should be sent to school in the proper school uniform and before the time the school is scheduled to begin.
- Parents co-operation is sought to guide the students to become resourceful and useful members of both home and country.

- Encourage self-help in work and study. The formation of work habits early in life inculcates in children the idea of the dignity of work, a fundamental personal virtue for a successful career in life.
- 7. If the parents observe that their child / ward is not assigned homework, for sometime or child / ward is unable to follow the lesson, the Principal should be contacted at the earliest. Private tuitions are generally discouraged.
- 8. Admission to the Pre-Primary does not mean an automatic admission of std. I.
- 9. Parents and Guardian must help the School authorities in moulding the character of their children. They are, Therefore, most earnestly requested to see:
  - That the rules of the school are carefully observed by their children.
  - b) That their children come to school regularly, punctually and neatly dressed.
- 10. A student found guilty of breaking school regulations or committing any act of indiscipline is liable to be subjected to disciplinary action at the discretion of the Principal.
- 11. Visits to the students or to the teachers during the school hours, either by the parents or visitors are strictly Forbidden. Permission is to be obtained from the Principal in unavoidable cases.
- 12. Engaging private tutors, whether of the school staff or non-school staff, is not recommended. Students are not expected to be tutored by the subject teacher of the school.
- 13. Present to teacher or celebration in their honour require the previous sanction of the Principal.

- 14. Transfer Certificate withdrawal requires two weeks notice, clearance certificate from school departments and payment of all dues.
- 15. Failure of parents to co-operate with the school authorities in matters of attendance, hehaviour, education and discipline of their child / children in school may necessitate the dis missal of child / children from the school.

#### **Fees**

Fees can be paid only online/ offline in three installments.

First Installment on July 2024.

Second Installment September 2024.

Third installment December 2024.

Students joining or leaving in the middle of the year shall pay for the full term. T.C. will be issued only if all the fees are cleared. No student will be allowed to write the final examination without having cleared all the fees. The fees paid once will not be refunded on any account. A fine of Rs.100/- will be charged after the due date.

# **Axis bank Account Details**

A/c Name: De Paul Public School

A/c No. 921010045540715

Bank Name: Axis Bank

Branch: Kopargaon

Branch code: 2826

IFSC Code: UTIB0002826



Signature of Parent	
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	DAYS OF SIGNIFICANCE		
Sr. No.	Month/ Date	Significant Days	
1	April 05	National Maritime Day	
2	April 07	World Health Day	
3	April 13	Jalianwala Bagh Massacre Day (1919)	
4	April 14	B.R. Ambedkar Remembrance Day	
5	April 18	World Heritage Day	
6	April 21	National Civil Service Day	
7	April 22	World Earth Day	
8	April 23	World Book Day	
9	April 24	Panchayat Raj Day	
10	May 01	International Labour Day, Maharashtra Day	
11	May 03	International Energy Day	
12	May 08	Mothers Day	
13	May 15	International Family Day	
14	May 18	International museums Day	
15	May 29	International Day of UN Peace Keepers	
16	May 31	World No Tobacco Day	
17	June 05	World Environment Day	
18	June 08	World Oceans Day	
19	June 12	World Day against Child Labour Prohibition Day	
20	June 14	World Blood Donor Day	
21	June 15	World Elder Abuse Awareness Day	
22	June 20	World Refuge Day	
23	June 21	International Day Yoga	
24	June 26	International Day against Drug abuses and Illicit Trafficking	
25	July 11	World Population Day	
26	July 17	World Day for international Justice	
27	July 26	Kargil Victory Day	
28	July 28	World Hepatitis Day	
29	August 06	Hiroshima Day	

DAYS OF SIGNIFICANCE		
Sr. No.	Month/ Date	Significant Days
30	August 06	National Handloom Day
31	August 09	Quit India Movement & Nagasaki Day
32	August 12	Internatioal Youth Day
33	August 15	Independence Day of India
34	August 20	Sadhbhavana Day
35	August 29	National Sport Day of India
		(Dhyanchand's Birthday)
36	Sept. 05	Teacher's Day (Dr. Radhakrishnan's Birthday)
37	Sept. 08	World Literacy Day
38	Sept. 14	Hindi Day, World First Aid Day
39	Sept. 27	World Tourism Day
40	Sept. 28	World Ozone Day
41	October 01	International Day for Elderly (UN)
42	October 02	Gandhi Jayanthi,
		International Day for non-violence
43	October 03	World Nature Day, World Habitat Day
44	October 04	World Animal Day
45	October 06	World Welfare Day
46	October 08	Air Force Day
47	October 09	World Postal Day
48	October 10	World Mental Health Day
49	October 11	International Girl Child Day
50	October 15	World White cane Day (guiding The blind)
51	October 16	World Food Day
52	October 20	National Soldiers Day (China attacked india
		on the Day)
53	October 24	United Nation Day
54	October 31	Rashtriya Ekta Diwas (Sardar Vallabhbhai Patel),
		National Integration day in memory of Indira Gandhi
55	Nov. 07	Infant Protection day, World Cancer Awareness Day

DAYS OF SIGNIFICANCE		
Sr. No.	Month/ Date	Significant Days
56	Nov. 11	National Education Day
57	Nov. 14	Children's Day
58	Nov. 17	Guru Nanak's Birth Anniversary
59	Nov. 18	Territorial Army Day
60	Nov. 19	National Integration Day
61	Nov. 21	World Fisheries Day, World Television Day
62	Nov. 26	National Law Day
63	Dec. 01	World Aids Day
64	Dec. 04	Navy Day
65	Dec. 07	Flag Day
66	Dec. 10	Human Rights Day
67	Dec. 11	UNICEF Day
68	Dec. 14	National Energy Conservation Day
69	Dec. 23	Kisan Divas (Farmers Day)
70	Janurary 01	Army Medical Corps Establishment Day
71	Janurary 05	National Birds Day
72	Janurary 08	African National Congress Foundation Day
73	Janurary 09	Pravasi Bharathiya Divas
74	Janurary 10	World Laughter Day
75	Janurary 11	Death Anniversary of Lal Bahadur Shashthri
76	Janurary 12	National Youth Day ( Birthday of Swami
		Vivekananda)
77	Janurary 23	
78	Janurary 26	•
79	Janurary 30	Martyrs Day
70	Janurary 22	Thinking Day
81	Janurary 28	National Science Day
82	February19	Ch. Shivaji Maharaj Jayanti
83	March 08	International Womens Day
84	March 15	World Consumers Day

ין	JLTRA	EXPLORARE' Exploring Beyond Limits
Date	Day	APRIL - 2025
1	TUE	New Academic year will start 2025-26
2	WED	
3	THU	
4	FRI	
5	SAT	
6	SUN	HOLIDAY
7	MON	
8	TUE	
9	WED	
10	THU	Mahavir Jayanti - Holiday
11	FRI	
12	SAT	Hanuman Jayanti
13	SUN	HOLIDAY
14	MON	Bharat Ratna Dr. B.R. Ambedkar Jayanti
15	TUE	
16	WED	
17	THU	
18	FRI	Good Friday - Holiday
19	SAT	
20	SUN	HOLIDAY - Easter Sunday
21	MON	
22	TUE	
23	WED	English Language day
24	THU	
25	FRI	
26	SAT	
27	SUN	HOLIDAY- Easter Sunday
28	MON	
29	TUE	
30	WED	Akshaya Tritiya
		41

Reflective Journey			
Date	Day	JUNE - 2025	
1	SUN	HOLIDAY	
2	MON	Teachers Skills Devolpment Seminar "Empower Ed-Empowening Teachers for Tomorrow"	
3	TUE	Teachers Skills Devolpment Seminar "Empower Ed-Empowening Teachers for Tomorrow"	
4	WED	Teachers Skills Devolpment Seminar "Empower Ed-Empowening Teachers for Tomorrow"	
5	THU	Teachers Skills Devolpment Seminar "Empower Ed-Empowening Teachers for Tomorrow"	
6	FRI	Yearly Plan submission	
7	SAT	Holiday Bakari Eid	
8	SUN	HOLIDAY	
9	MON	School reopens Class I to X Welcome Ceremony	
10	TUE		
11	WED		
12	THU		
13	FRI		
14	SAT	Question paper submission for PA I.	
15	SUN	HOLIDAY	
16	MON	School Reopens for Nursery, L.K.G. & U.K.G.	
17	TUE		
18	WED		
19	THU		
20	FRI		
21	SAT	International Yoga day.	
22	SUN	HOLIDAY	
23	MON		
24	TUE		
25	WED		
26	THU		
27	FRI		
28	SAT	Parents Orientation Seminar	
29	SUN	HOLIDAY	
30	MON		
31			

NATURE				
Date	Day	JULY - 2025		
1	TUE	Vanmahotsav. Tree Plantation day.		
2	WED			
3	THU	Holiday St. Thomas Day		
4	FRI			
5	SAT			
6	SUN	HOLIDAY Moharram/ Ashadi Ekadashi		
7	MON			
8	TUE			
9	WED			
10	THU	Guru Purnima		
11	FRI			
12	SAT	Second Saturday Holiday		
13	SUN	HOLIDAY		
14	MON	PAI		
15	TUE	PAI		
16	WED	PAI		
17	THU	PAI		
18	FRI	PAI		
19	SAT	PAI		
20	SUN	HOLIDAY		
21	MON	Student's Council Nominations		
22	TUE			
23	WED	Campaigning for Student's Council		
24	THU	Student's Council Elections		
25	FRI	Pink day Nursary and K.G.		
26	SAT	Patrotic dance Competition		
27	SUN	HOLIDAY		
28	MON	PA I Std X		
29	TUE	English Speech Competition I-IV- "Orator's Arena"		
30	WED	English Speech Competition- V-X-"Orator's Arena"		
31 THU Investiture Ceremony				
	32			

PATRIOTISM				
Date	Day	AUGUST - 2025		
1	FRI	Lokmanya Tilak Death Anniversary		
2	SAT	English Pen Master Competitiion		
3	SUN	HOLIDAY		
4	MON			
5	TUE			
6	WED			
7	THU			
8	FRI	PTM-PA I, K.G. Fancy Dress Competition		
9	SAT	Raksha Bandhan - Holiday		
10	SUN	HOLIDAY		
11	MON			
12	TUE			
13	WED			
14	THU			
15	FRI	Independence day and award ceremony		
16	SAT	Second Saturday Holiday		
17	SUN	HOLIDAY		
18	MON	Question paper submission PA -II		
19	TUE			
20	WED			
21	THU			
22	FRI			
23	SAT			
24	SUN	HOLIDAY		
25	MON			
26	TUE			
27	WED	Ganesh Chaturthi Holiday		
28	THU			
29	FRI			
30	SAT	Inter house competition- Patriotic singing competition		
31	SUN	HOLIDAY		
	33			

		Leadership Expedition
Date	Day	SEPTEMBER - 2025
1	MON	Mid Year Assessment review
2	TUE	My School drawing competition for pre primary
3	WED	
4	THU	Teacher's day Celebration
5	FRI	Teacher's Day/ ID-E-Milad Holiday "Mentor's Appreciation Day"
6	SAT	Anant chaturthi- Holiday
7	SUN	HOLIDAY
8	MON	PAII
9	TUE	PAII
10	WED	PAII
11	THU	PA II
12	FRI	
13	SAT	Hindi divas / Vice Principal Birthday "Guiding Light Day"
14	SUN	HOLIDAY
15	MON	
16	TUE	
17	WED	
18	THU	
19	FRI	
20	SAT	PA II PTM
21	SUN	HOLIDAY
22	MON	
23	TUE	Syllabus submission S. A. I
24	WED	
25	THU	
26	FRI	Patron's Day Celebration
27	SAT	Patron's Day- Holiday
28	SUN	HOLIDAY
29	MON	Dandiya Ras
30	TUE	

Light of Wisdom				
Date	Day	OCTOBER - 2025		
1	WED			
2	THU	Mahatma Gandhi Jayanti, Dussehra - Holiday		
3	FRI			
4	SAT	Rangoli competition- I to IX		
5	SUN	HOLIDAY		
6	MON			
7	TUE			
8	WED	S. A. I		
9	THU	S. A. I		
10	FRI	S. A. I		
11	SAT	S. A. I		
12	SUN	HOLIDAY		
13	MON	S. A. I		
14	TUE	S. A. I		
15	WED	S. A. I		
16	THU	S. A. I & Diwali Celebration		
17	FRI	Diwali Holidays begin		
18	SAT			
19	SUN	HOLIDAY		
20	MON			
21	TUE			
22	WED			
23	THU			
24	FRI			
25	SAT			
26	SUN	HOLIDAY		
27	MON			
28	TUE			
29	WED			
30	THU			
31	FRI			
	35			

	Citius, Altius, Fortius				
Date	Day	NOVEMBER - 2025			
1	SAT				
2	SUN	HOLIDAY			
3	MON	School reopens			
4	TUE				
5	WED	Guru Nanak Jayanti- Holiday			
6	THU				
7	FRI				
8	SAT	PTM - S.A.I.			
9	SUN	HOLIDAY			
10	MON				
11	TUE				
12	WED				
13	THU				
14	FRI	Children's Day- "Smiles & Stars"			
15	SAT				
16	SUN	HOLIDAY			
17	MON				
18	TUE	Question paper submission P. A. III			
19	WED				
20	THU				
21	FRI				
22	SAT				
23	SUN	HOLIDAY			
24	MON				
25	TUE				
26	WED	Constitution Day			
27	THU	Annual Sports Meet- "Athlifiesta"			
28	FRI	Annual Sports Meet- "Athlifiesta"			
29	SAT	Annual Sports Meet- "Athlifiesta"			
30	SUN	HOLIDAY			
		36			

	Compassion in Action				
Date	Day	DECEMBER - 2025			
1	MON	PA. III			
2	TUE	PA. III			
3	WED	PA. III			
4	THU	PA. III			
5	FRI				
6	SAT	Dr. B. R. Ambedkar mahaparinirwan day award ceremony.			
7	SUN	HOLIDAY			
8	MON				
9	TUE				
10	WED				
11	THU				
12	FRI				
13	SAT	P.T. M. P A. III			
14	SUN	HOLIDAY			
15	MON				
16	TUE	Administrator's Birthday- "Resource Navigator's Day"			
17	WED				
18	THU				
19	FRI	Old age Home Visit- "Reaching Out"			
20	SAT	Star making competition / Carol Singing Competition			
21	SUN	HOLIDAY			
22	MON	Christmas celebration			
23	TUE	Christmas holidays begin			
24	WED				
25	THU				
26	FRI				
27	SAT				
28	SUN	HOLIDAY			
29	MON				
30	TUE				
31	WED				
	37				

	New Beginning, Setting Intentions				
Date	Day	JANUARY - 2026			
1	THU	School reopens & New Year's Day			
2	FRI				
3	SAT	Question paper submission for PA IV Exam			
4	SUN	HOLIDAY			
5	MON				
6	TUE				
7	WED				
8	THU				
9	FRI				
10	SAT	Solo dance KG - I			
11	SUN	HOLIDAY			
12	MON				
13	TUE				
14	WED	Makar Sankranti kite festival - Holiday			
15	THU				
16	FRI				
17	SAT	Declamation competition - "Solemn Address"			
18	SUN	HOLIDAY			
19	MON				
20	TUE				
21	WED				
22	THU				
23	FRI				
24	SAT				
25	SUN	HOLIDAY			
26	MON	Republic day			
27	TUE				
28	WED				
29	THU				
30	FRI	World peace day.			
31	SAT	Annual Day- "Cultural Fiesta"			
	38				

	Frontiers of Science				
Date	Day	FEBRUARY - 2026			
1	SUN	HOLIDAY			
2	MON	PA IV			
3	TUE	PA IV			
4	WED	PA IV			
5	THU	PA IV			
6	FRI				
7	SAT	Grandparent's day - "Roots & Blossoms"			
8	SUN	HOLIDAY			
9	MON				
10	TUE				
11	WED				
12	THU				
13	FRI	PA IV PTM			
14	SAT	Holiday-Remembring Pulwama Attack (Black Day)			
15	SUN	Mahashivratri - HOLIDAY			
16	MON	Question Paper Submission S.A. II			
17	TUE				
18	WED	Chatrapati Shivaji jayanti celebration			
19	THU	Chatrapati Shivaji jayanti- Holiday			
20	FRI				
21	SAT				
22	SUN	HOLIDAY			
23	MON	Annual Exam- Std. IX			
24	TUE				
25	WED				
26	THU				
27	FRI				
28	SAT				
	39				

	Renewal and Growth				
Date	Day	MARCH - 2026			
1	SUN	HOLIDAY			
2	MON				
3	TUE				
4	WED	Holi- Holiday			
5	THU	Principal's Birthday- "Head of Hearts Day"			
6	FRI				
7	SAT	S. A. II/ Result Day Std. IX			
8	SUN	HOLIDAY- International Women's Day			
9	MON	Std. X New Session begins			
10	TUE				
11	WED	S. A. II Exam, Class I to VIII			
12	THU				
13	FRI				
14	SAT				
15	SUN	HOLIDAY			
16	MON				
17	TUE				
18	WED				
19	THU	Gudi Padwa - Holiday			
20	FRI				
21	SAT	Ramzan Id			
22	SUN	HOLIDAY			
23	MON				
24	TUE				
25	WED				
26	THU	Ram Navami			
27	FRI				
28	SAT				
29	SUN	HOLIDAY			
30	MON	Final Results			
31	31 TUE				
	40				

	Celel	orating Growth and Transformation		
Date	Day	APRIL - 2026		
1	WED	School reopens New Academic Year II to X		
2	THU	Maundy Thursday		
3	FRI	Good Friday		
4	SAT			
5	SUN	HOLIDAY - Easter Sunday		
6	MON			
7	TUE	New Academic Year LKG to I		
8	WED			
9	THU			
10	FRI			
11	SAT			
12	SUN	HOLIDAY		
13	MON			
14	TUE	Ambedkar Jayanti		
15	WED			
16	THU			
17	FRI			
18	SAT			
19	SUN	HOLIDAY		
20	MON			
21	TUE			
22	WED			
23	THU			
24	FRI			
25	SAT			
26	SUN	HOLIDAY		
27	MON			
28	TUE			
29	WED			
30	THU			
41				

	Gratitude and Mindfulness				
Date	Day	May - 2026			
1	FRI	Maharashtra Day & International Workers Day			
2	SAT				
3	SUN	HOLIDAY			
4	MON				
5	TUE				
6	WED				
7	THU				
8	FRI				
9	SAT				
10	SUN	HOLIDAY - Mother's Day			
11	MON				
12	TUE				
13	WED				
14	THU				
15	FRI				
16	SAT				
17	SUN	HOLIDAY			
18	MON				
19	TUE				
20	WED				
21	THU				
22	FRI				
23	SAT				
24	SUN	HOLIDAY			
25	MON				
26	TUE				
27	WED				
28	THU	Bakri Id			
29	FRI				
30	SAT				
31	SUN	HOLIDAY			
	41				

Date	Subject	Details of homework	Parent's Signature
		40	

Date	Subject	Details of homework	Parent's Signature
		40	

Date	Subject	Details of homework	Parent's Signature

Date	Subject	Details of homework	Parent's Signature
		45	

Date	Subject	Details of homework	Parent's Signature
		40	

Date	Subject	Details of homework	Parent's Signature
		47	

Date	Subject	Details of homework	Parent's Signature
		47	

### **CLASS TEACHER'S REMARKS**

Date	Remarks	Teacher's Initial	Guardian's Signature
	40		

### **CLASS TEACHER'S REMARKS**

Date	Remarks	Teacher's Initial	Guardian's Signature
	40		

### **CLASS TEACHER'S REMARKS**

Date	Remarks	Teacher's Initial	Guardian's Signature

### **SUBJECT TEACHER'S REMARKS**

Date	Remarks	Teacher's Initial	Guardian's Signature

### **SUBJECT TEACHER'S REMARKS**

Deta	Domestic	Topole	Cuandia at
Date	Remarks	Teacher's Initial	Guardian's Signature

### **SUBJECT TEACHER'S REMARKS**

Date	Remarks	Teacher's Initial	Guardian's Signature

### **CO-ORDINATOR'S REMARK**

Date	Remarks	Parent's Signature

### PRINCIPAL'S REMARK

Date	Remarks	Parent's Signature

### PARENT'S / GUARDIAN'S REMARKS

Date	Remarks	Guardian's Signature	Principal's Teacher's Signature

### PARENT'S / GUARDIAN'S REMARKS

Date	Remarks	Guardian's Signature	Principal's Teacher's Signature

### PARENT'S / GUARDIAN'S REMARKS

Date	Remarks	Guardian's Signature	Principal's Teacher's Signature

### **INFORMATION ABOUT ABSENCE**

Name:		Std	S	Sec
Date of Application	Absent for the date/s	Reason for Absence (Briefly enter in ink)	Parent's/ Guardian's	Principal/ V.P./ V.P./
		National Property of the Control of		
		Nothing great was ever achieved without entl	nusiasm	

### **INFORMATION ABOUT ABSENCE**

Name:		Stc	1 S	Sec
Date of Application	Absent for the date/s	Reason for Absence (Briefly enter in ink)	Parent's/ Guardian's	Principal/ V.P./
		Nothing great was ever achieved without ent	husiasm	

PA 1 -TIME TABLE

Subject						Class Teacher's Sign.
Time						
Days						
Date						Parent's Sign.
S.No.						Par

PA 2 -TIME TABLE

	_	 _	_	_	_	_			
Subject									Class Teacher's Sign.
Time									
Days									
Date									Parent's Sign.
S.No.									Par

PA 3 -TIME TABLE

Subject						Class Teacher's Sign.
Time						
Days						
Date						Parent's Sign.
S.No.						Par

PA 4 -TIME TABLE

Subject						Class Teacher's Sign.
Time						
Days						
Date						Parent's Sign.
S.No.						Par

HALF YEARLY - TIME TABLE

-							
	Subject						Class Teacher's Sign.
	Time						
	Days						
	Date						Parent's Sign.
	S.No.						Par

**ANNUAL - TIME TABLE** 

						gn.
Subject						Class Teacher's Sign.
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Date						Parent's Sign.
S.No.						Pare

TIME TABLE

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### **GRADING SYSTEM**

### Scholastic Area

### Grades are awarded on a 8 point grading scale as follows

MARKS RANGE	GRADE
91-100	A-1
81-90	A-2
71-80	B-1
61-70	B-2
51-60	C-1
41-50	C-2
33-40	D
32 &	E (Need Improvement)
BELOW	

### Co- Scholastic Activities Discipline

Grades are awarded on a 3 point grading scale as follows

GRADES	REMARKS
Α	Outstanding
В	Very Good
С	Fair

### School Picnic / Excursion Consent Letter

Ph: No.	Mob:	
Parent's Address:		
	Signature of the Guardian / Parent	
Date: / /		
Prinicipal, I hereby give my consent to my child / ward to take part in the picnic / excursion arranged by the school. I shall not blame the school management for any happening during the picnic / excursim		
Division		
Standard :		
Name of the Students:		
To The Principal Sub: School Picnic / Excursion		