

“Successful and unsuccessful people do not vary greatly in their abilities. They vary in their desires to reach their potential.”

- **John Maxwell**

“Failure is the opportunity to begin again more intelligently.”

- **Henry Ford**

“Our greatest weakness lies in giving up. The most certain way to succeed is always to try just one more time.”

- **Thomas A. Edison**

“If you are working on something that you really care about, you don’t have to be pushed. The vision pulls you.”

- **Steve Jobs**

“Failure will never overtake me if my determination to succeed is strong enough.”

- **Og Mandino**

“Knowing is not enough; we must apply. Wishing is not enough; we must do.”

- **Johann Wolfgang Von Goethe**

“The man who has confidence in himself gains the confidence of other.”

- **Hasidic Proverb**

“Develop an ‘Attitude of Gratitude’ . Say ‘Thank You’ to everyone you meet for everything they do for you.”

- **Brain Tracy**

**INS RAJALI**

**Arakkonam – 631 006**

**Tamil Nadu**

**Website: [www.ncsarakkonam.edu.in](http://www.ncsarakkonam.edu.in)**

**Email id: [ncsarakkonam@yahoo.co.in](mailto:ncsarakkonam@yahoo.co.in)**

**CBSE Registration No. 1930156**

**School No. 59047**



**SCHOOL ALMANAC**

**2021-2022**

**Name: -----**

**Class & Sec: -----**

## **General Information**

Address : Navy Children School  
INS Rajali, Arkkonam-631006

School Timing : 0750 – 1400 hrs

E-mail : [ncsarakkonam@yahoo.co.in](mailto:ncsarakkonam@yahoo.co.in)

Website : [www.ncsarakkonam.edu.co.in](http://www.ncsarakkonam.edu.co.in)

Telephone Nos: 04177-227577

2871

Office : 2872

### **Office Visiting Hours**

Headmaster : 1400 – 1500 hrs (Prior Appointment)

Teachers : 1400 – 1500 hrs (All Working Days)

Office : 1000 – 1400 hrs

1. Parents are requested to inform the school about any change in their address and telephone number within one week of the change.
2. In case of a requirement the escalation matrix to be followed is Class Teacher → Class Co-ordinator → Headmaster.
3. All Saturday's will be a holiday for primary. Secondary will be working on 1<sup>st</sup>, 3<sup>rd</sup> and 5<sup>th</sup> Saturday. Bridge classes will also be held on these days for selected students of primary. The last day of the month will be a half working day for all classes.

## **NAVY CHILDREN SCHOOL**

### **ARAKKONAM**



### **SCHOOL DIARY**

2021-202

This school diary provides relevant information on the programmes, facilities, essential rules and regulations of the School. The school management reserves the right to cancel, modify or substitute them. All communication between teachers and parents is conveyed through the school diary. Parents are requested to go through the diary on a regular basis and acknowledge the same every day.

**This diary should be brought to school daily.**

**MOTTO** : Knowledge is Bliss

**VISION** : To transform all Navy Children Schools into branded schools of international standards providing world class education.

**MISSION** : To nurture the students to be lifelong learners instilled with sound moral values, who are respectful and responsible and who rise to the challenges of life creatively and enthusiastically, in an ever changing world.

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**PERSONAL RECORD OF THE STUDENT**

(To be maintained in the Teacher)

Student's  
Photograph

Father's  
Photograph

Mother's  
Photograph

1. Name: .....
2. Date of birth.....Gender.....
3. Class .....Section.....
4. Admission No .....Roll No.....
5. House..... Blood Group .....
6. Details of any other siblings studying in the school.....
7. Address  
(Residence).....  
.....Tel. no.....
8. Contact E-mail address.....
9. Father's Name.....  
Rank (if applicable).....  
Service no. (if applicable).....  
Occupation.....  
Office address.....  
Telephone no.....Mobile.....
10. Mother's Name: .....  
Office address.....  
Telephone no.....Mobile.....
11. Bus route no. and bus stop/RTV/Van/any other vehicle no.....
12. State whether SC/ST/OBC/Physically handicapped.....

We agree to abide by the rules and regulations given in the school almanac.

Father's Signature      Mother's Signature  
.....

**Note:** Parents are requested to intimate the school if any change in the address and telephone no.

**GENERAL INFORMATION**

**HISTORY**

Naval Kindergarten was commissioned in INS Rajali in June 1992. It started functioning in the old boy's hostel since 03 January 1994. The school started functioning from its own building since April 2002. The school was upgraded to Naval Public School on 07 April 1997, as a co-education institution and re-christened as Navy Children School (NCS) in April 2005. The school is affiliated to CBSE up to Secondary School.

**OBJECTIVES OF THE SCHOOL**

The main aim of the school is to provide "child centered" quality education. It lays great emphasis on the all round development of the students through play way method of teaching & learning for KG students and activity based interactive learning for Primary students. In addition, to the given knowledge, it ignites a spark in their minds in order to develop thought-provoking processes and bring out the best in each one of them. The school endeavours, with the co-operation of the management and parents, to create the right environment, to achieve its objectives.

**ADMINISTRATION**

The school functions under the aegis of the Naval Education Society (NES), New Delhi. The Commanding Officer, INS Rajali is the Chairman of the Governing Body. The day-to-day management is looked after by the School Management Committee, the Vice Chairman, who is the Senior Education Officer, INS Rajali.

**ACADEMIC SESSION (Classes I – VIII)**

- 1<sup>st</sup> Term      - 1<sup>st</sup> April 2021 to 30<sup>th</sup> Sep 2021
- 2<sup>nd</sup> Term      - 1<sup>st</sup> Oct 2021 to 31<sup>th</sup> Mar 2022

**ACADEMIC SESSION (IX - X)**

April 2021 - March 2022

## ADMISSION PROCEDURE

**Period of admission:** Registration forms are available with the school office in February/ March of the year.

**Priority for Admission:** The order of priority for admission is as follows:

- ✓ Category I - Children of serving Naval Personnel
- ✓ Category II - Children of serving Army/IAF personnel on deputation to Navy, serving Indian Coast Guard (ICG) personnel and NCS Staff
- ✓ Category III - Children of retired Naval Personnel
- ✓ Category IV - Children of serving and retired Army, IAF and retired ICG personnel
- ✓ Category V - Children of Defence Civilian Personnel
- ✓ Category VI - Others

- For 'Retired personnel' mentioned in category III and IV, Naval personnel with minimum 15 years of active service will be eligible. Personnel who do not qualify for this category will be accorded as Category VI.

Admissions are carried out as per dates promulgated by the school. Children of service personnel coming to INS Rajali on permanent transfer are given first preference.

For admission to class I, students should have completed **5 years** of age as on **31<sup>st</sup> March** of the year in which admission is sought. Similarly, those seeking admission to other classes should fulfill the corresponding age requirement. Admissions are done strictly on production of valid Birth Certificate of the child. No child more than the age bracket prescribed for a class would be admitted to the school.

## WITHDRAWAL FROM SCHOOL

**By Parent:** One calendar month's notice is to be given with fees paid for the current month.

**For poor academic performance:** Poor performance in any class may be condoned in case of any genuine reasons like sickness, etc. but the student will be withdrawn from school in case of continued below average performance.

**On disciplinary grounds:** A student may be withdrawn from the school for bad conduct, considered detrimental to school discipline and if the student's continued presence is adjudged to be not in the interest of the School.

**Non-Payment of fees:** The student's name will be removed from the class nominal roll in the event of non payment of fees within the stipulated period.

## TRANSFER CERTIFICATE

An application for Transfer Certificate is to be given at least a month in advance. Transfer Certificates will be issued only on clearance of all dues and surrendering of any library books issued and return of school identity card. A duplicate copy of Transfer Certificate is not ordinarily issued. In exceptional cases, a duplicate copy may be issued on production of an affidavit that the original Transfer Certificate has been irrevocably lost. The responsibility of any possible misuse will rest upon the parent.

**In case of a cancellation of the Transfer Certificate, Rs 200/- will be charged as fine. The duplicate copy of the Transfer Certificate will be issued only on payment of Rs 100/- as fine.**

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**ON FRESH  
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N (Std - I to  
V)**

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**ONE TIME  
ADDITIONAL FEE  
PER YEAR (ON  
PROMOTION (Std - I  
to V)**

Category	Admission Fee	Development Fee	PTA Fee	Magazine Fee	Almanac Fee	SA	One time Payment on New Admission	Total
Officers	6000	2000	4000	1000	3000	1500	2500	9675
MCP O / CPO	6000	2000	4000	1000	3000	1500	2500	9675
PO's Below	6000	2000	4000	1000	3000	1500	2500	9675
Others	6000	2000	4000	1000	3000	1500	2500	9675

Category	Admission Fee	Development Fee	PTA Fee	Magazine Fee	Almanac Fee	SA	One time Payment on Promotion	Total
Officers	2000	4000	1000	300	1500	2500	6575	
MCP O / CPO	2000	4000	1000	300	1500	2500	6575	
PO's Below	2000	4000	1000	300	1500	2500	6575	
Others	2000	4000	1000	300	1500	2500	6575	

**REGULAR  
QUARTERLY FEES  
(Std - I to V)**

Category	Tuition Fee	Comp / Smart board Fee	Craft Fee	Total Fee
Officers	6402	1200	300	<b>7902</b>
MC PO / CP O	5976	1200	300	<b>7476</b>
PO's Below	547	1200	300	<b>7047</b>
Others	11526	1200	300	<b>13026</b>

	Fee	Fee	Fee			Fee		Deposit	ment on New Admission
Officers	600	2000	4000	100	300	150	25	2500	<b>9675</b>
MC PO / CP O	600	2000	4000	100	300	150	25	2500	<b>9675</b>
PO's Below	600	2000	4000	100	300	150	25	2500	<b>9675</b>
Others	600	2000	4000	100	300	150	25	2500	<b>9675</b>

**ONE TIME ADDITIONAL  
FEE PER YEAR (ON  
PROMOTION (Std - VI to  
X))**

Category	Annual Fee	Dev. Fee	P T A Fee	Magazine Fee	Almanac Fee	SM S	Onetime Payment on Promotion
Officers	2000	4000	1000	300	150	25	<b>6575</b>
MC PO / CP O	2000	4000	1000	300	150	25	<b>6575</b>
PO's Below	2000	4000	1000	300	150	25	<b>6575</b>
Others	2000	4000	1000	300	150	25	<b>6575</b>

**FEE  
STRUCTURE**

Category	Admission	Annual	Dev. F	PT A Fee	Magazine Fee	Almanac	S M S	C au tion	On etime Pay
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**ON FRESH  
ADMISSION (Std  
- VI to X)**



**REGULAR  
QUARTERLY  
FEES (Std -  
VI to X)**

Category	Tuition Fee	Comp / S m a r t b o a r d F e e	Cr a f t F e e	Sci e n c e F e e	Lab Fee	Total Fee
Offi c e r s	726 3	1 2 0 0	3 0 0	300	600	<b>96 63</b>
MC PO / CP O	669 3	1 2 0 0	3 0 0	300	600	<b>90 93</b>
PO' Bel ow	612 6	1 2 0 0	3 0 0	300	600	<b>85 26</b>
Oth ers	143 79	1 2 0 0	3 0 0	300	600	<b>16 77 9</b>

**INSTRUCTIONS- FEE PAYMENT**

- The charges on late fee payment are as mentioned below:

01<sup>st</sup>-10<sup>th</sup> : No Fine  
11<sup>th</sup>-20<sup>th</sup> : Rs 50/-  
21<sup>st</sup>-31<sup>st</sup> : Rs 100/-

Afterwards the student will be readmitted with admission fee.

**2. How to Install and Access Mobile App?**

- Install the Campus Care app from the play Store/ App store.
- Open the app and enter school: URL:  
**[ncsarakkonamcampuscare.in](http://ncsarakkonamcampuscare.in)** the URL bar and click on verify.

- Enter user id and password and log in.

**3. How to Make an Online Payment?**

- Click on the online payment menu.
- Select the due installment and click on the proceed button.
- Click on the pay button. The user will be redirected to the payment gateway page.
- Choose the payment mode: credit card/ Debit card/ Net banking.
- Fill the necessary details.

After successful payment, parents will receive the fee receipt as well as a confirmation SMS.

- Any doubts regarding the payment of fees may be clarified with the school office during school working hours.

**Note: - GST charges for online fee payment are towards the service provided by bank and not for the school.**

**FEE PROCEDURE ON TRANSFER**

**Admission from NCS:** Tuition fees for the month in which transfer certificate is issued will be collected by the school issuing Transfer certificate and notation to this effect will be made on the Transfer certificate. Fees from the subsequent month will be collected by the next school in which the student has taken admission. In case the transfer is before the 10<sup>th</sup> the present school is to reimburse the full month's annual fee. All the other fee categories to be paid as per the school rules.

**(ii)Admission from Non – NCS to NCS:** When a student from schools other than NCS seeks admission into NCS, the tuition fees will be payable from the academic session. In addition, other yearly fees as applicable for new admission are also to be paid at the time of admission.

**CAUTION DEPOSIT**

- Application for refund of caution deposit should be made while applying for the Transfer Certificate.
- Caution deposit will not be refunded, if the student is expelled from the school for any reason.

**SCHOOL UNIFORM  
NEW UNIFORMS FOR NCS**

Ser	Name of Uniform Item	For Boy	For Girl
1	Stripe Shirt (Half Sleeve) - Regular	Y	Y
2	Navy Blue Shorts ( Class I to V ) - Regular	Y	-
3	Navy Blue Skirt – Regular	-	Y
4	Navy Blue Trouser (Class VI to X ) – Regular	Y	-
5	White Track Pant – Sports (Wednesday)	Y	Y
6	House T- Shirt – Sports (Wednesday)	Y	Y
7	Belt with Buckle – Regular	Y	Y
8	Navy Blue Socks with Stripes – Regular	Y	Y
9	NCS cap - Sports	Y	Y

**Note:** Only navy blue ‘V’ neck sweater is allowed in winter. **Coloured sweaters are not permitted.**

### **INSTRUCTION TO PARENTS**

1. Please read and understand the contents of this almanac and check it regularly for entries from the school. Also use the almanac for communication with the teachers.
2. Parents should furnish to the school their latest office, residential address and telephone numbers. These are vital in the interest of the safety of the student.
3. See that your ward carries textbooks/exercise books according to the time – table of the day. Parents must glance through the textbooks, notebooks and answer papers of their children.
4. Parents should not call up teachers at their residence or at school unless it is a real emergency. The problems/doubts would be dealt by the school during visiting hours.
5. Children are prohibited from bringing crackers, colours etc. to the school. Bursting of crackers or playing with colours will make the student liable for suspension/expulsion from the school.
6. Boys must have a proper haircut. Regular checking will be conducted on every Monday.

7. In case of loss of student identity card, a sum of Rs 500/- (by cash) would be charged. Only after submitting the money, a new identity card will be issued.
8. Under no circumstances parents are allowed to directly enter the class rooms. They need to take prior appointment from Headmaster. In case there is a genuine reason, parents may meet the teachers in the visitors lounge only. No queries will be entertained on phone.
9. How to Access/ Download Assignments?

Parents can access all recent assignments on the dashboard.

OR

- a. Click on the Academic menu.
  - b. Click on Assignment / Circular.
  - c. Choose Homework/ Activity/ Project/ Circular/ News from the drop-down menu and access/download assignments.
10. How to Communicate with School?
    - a. Click on the message menu.
    - b. Select the Internal Message option
    - c. Check the inbox.

OR

- a. Click on the Compose button.
- b. Select contact’s user ID (class teacher / Subject teacher)
- c. Type the message and attach the file (if any) & press send.

### **GETTING READY FOR SCHOOL**

Kindly ensure that your children come to school smartly turned out. Points to be noted:

- ✓ Ensure your child brushes teeth, takes a bath and goes to the toilet every morning.
- ✓ Pin up name tags and handkerchief on the uniform shirt. (Class I)
- ✓ Girls are not allowed to use nail polish.
- ✓ Girls with short hair should use black/white hair band. Coloured bands and clips will be confiscated.
- ✓ Girls with long hair should make two plaits.

- ✓ Gold jewellery, bangles, bindis, flowers in the head, kajal, watches are not allowed in school.
- ✓ Uniforms should be clean and well ironed.
- ✓ Ensure that your wards wear under vests and underpants which protect the child.
- ✓ The length of the skirt should be knee length and not extend above the knee.
- ✓ Fancy haircuts like mushroom cuts for boys are not allowed.
- ✓ Hair should be so maintained as to not cover forehead and eyes.
- ✓ Nails should be neatly clipped.
- ✓ Hair should be oiled and neatly combed.
- ✓ Socks should not be loose or tied up with rubber bands.
- ✓ Shoes should be polished.
- ✓ Shoes should be comfortable. Please do not let your children wear tight fitting shoes or loose shoes.
- ✓ In case of the student does not abide to instruction mentioned above, a fine of Rs.100 will be imposed.

### **ACADEMICS**

- ✓ Bag should be of the correct size to accommodate the books.
- ✓ Children should use only HB pencils.
- ✓ Erasers should be normal white and not perfumed.
- ✓ Fancy sharpeners are not allowed.
- ✓ Children should bring 6 inches plastic scale.
- ✓ Wooden and steel scales are not allowed.
- ✓ Fancy crayons or sketch pens are not allowed.
- ✓ Books and notebooks should be labeled with name, class and section.
- ✓ Mark all books with permanent marker pen.
- ✓ Textbooks will be kept in school for classes I -II. Parents can visit to school and see the note books of Computer, G.K, Art & Craft and Music on Saturdays which will be kept in school for classes' I-V.

### **EVENING CARE**

- **Pack school bag according to the time table and pencil box at night.**
- **Uniform to be kept ready including polishing of shoes.**

- **Extra books except the subjects mentioned in timetable not to be brought.**

### **LEAVE RULES**

1. Regular attendance at the school is most essential.
2. Leave of absence is given to students on prior application from the parents. In unavoidable circumstances, the absence has to be regularized on the day of re-joining the school.
3. Those absent on account of illness are to submit a valid medical certificate.
4. All students are expected to attend the school on the re-opening day after any vacation.
5. Students suffering from any of the communicable diseases must re-join only with a certificate of fitness, after due period of quarantine.
6. Absence without leave for more than seven days is liable to result in the name of the student getting struck off the rolls. Readmission in such cases entails payment of all dues and fresh admission fees.

### **PTI MEETINGS**

Experience has shown that many parents are indifferent to the progress, welfare and discipline of their wards, and in many cases awareness comes must to late, proving that home-school interaction is more vital. To fulfil this, PTI meetings are organised following the completion of every examination. Both Parents (Father & Mother) are advised to attend all PTI meetings and contribute to the well being of their wards.

### **RULES FOR STUDENTS**

- (i) Navy Children Schools shall aim at behavioural elegance and inculcation of discipline in the students. Every parent and student should be apprised of the consequences for indulging in behaviour which is not permissible in the school.
- (ii) **Code of conduct for students.** The following acts and conduct on the part of students will amount to misconduct:-
  - (a) Misbehaviour towards teacher or any other employee of the school.

- (b)** Intentional disturbance of the classes.
- (c)** Continued absence from classes without the permission of the teacher / HM.
- (d)** Leaving the school premises or playground during school hours without prior permission of concerned teacher / HM.
- (e)** Bullying/ intimidation of others.
- (f)** Eve-teasing / Adam –teasing – misbehaviour towards girl/ boy students.





- (r) Carrying any kind of weapon in the school premises.
- (s) Improper use of computer resources of the school.
- (t) In any case of misconduct the student will be awarded letter of displeasure signed by HM and counter signed by Vice Chairman and on the second instance they will be withdrawn from the school.

### **SCHOOL RULES**

The following rules are to be strictly complied:

#### **SCHOOL ALMANAC**

1. The school almanac must be brought to the school every day.
2. All entries in the almanac from the school must be shown and signed by the parents
3. Entries made by the parents should be brought to the notice of the relevant school staff. The entry to be acknowledged by the school staff.
4. Almanac up to STD II will be signed by the class teacher everyday.

#### **ATTENDANCE**

1. Regular attendance to school is most essential. The minimum requirement of attendance in the academic year is 90%. A certificate of appreciation will be awarded to the students attaining 100% attendance.
2. Leave of absence is given to students on prior application from the parents.
3. Students absent on account of illness are to submit valid medical certificates.
4. Students suffering from the following diseases must observe the prescribed period of quarantine before returning to class :-
  - a. Chicken pox till complete falling of scabs.
  - b. Cholera till the child is completely well.
  - c. Measles two weeks after the rash disappears.
  - d. Jaundice six weeks after recovery.
5. A student returning to school after suffering from an infectious or contagious disease should produce a Fitness Certificate issued by a doctor, permitting him/her to attend the school.

6. Repeated absence without leave or unexplained absence for more than ten consecutive days renders the students liable to have his/her name struck off the rolls. Re-admission will be granted only on payment of fresh admission fee.
7. **Appointment with doctors or any social engagements must not be arranged during school hours. No partial attendance will be permitted.**

### **DISCIPLINE**

1. Navy Children school students should display polite behavior wherever they go. They should always remember that the school is judged by their conduct.
2. Students should greet their teachers when they meet them.
3. The school has a "DISCIPLINARY COMMITTEE" consisting of teachers, students and members of the PTA who will review disciplinary cases and award punishments on the lines prescribed by the NES.
4. Students are strictly prohibited from entering the school in civil dress. Unless the school has permitted during few celebrations.

#### **PUNCTUALITY**

All students must be present in school 20 minutes before the scheduled time i.e. 0740 hrs. The school gate will close after the second bell rings at 0750 hrs. **All late arrivals without justified reasons will be sent back home.** After 2<sup>nd</sup> late entry in diary, parents to meet the HM and explain the reason. On 3<sup>rd</sup> late entry the student will be suspended for 2 days.

#### **CO-OPERATION FROM PARENTS**

None of the school's objectives can be fully realized without total parental co-operation. Some of them are given below:

1. Please read and understand the contents of this almanac and doubts if any can be cleared from the school.
2. Ensure that the almanac is carried to school by your ward each day. Please check the almanac each day for entries from the school and also use the almanac for communicating with the school staff.

3. Ensure strict adherence to the prescribed uniforms cleanliness and personal hygiene of the children.
4. See that all required text /note book and stationary are carried each day to the school.
5. Check if home work and other assignments are completed as required.
6. No money is to be given for events organized by the school unless asked through a circular or almanac.
7. Arrangements for picking up small children at bus stops should be done without fail.
8. Lastly, maximum use should be made of all PTI. Progress cards should be collected systematically and effective rapport established with the teachers.

### **LIBRARY RULES**

The school library is open to all bonafide students during school hours. All classes will be provided with library periods in the time table. Utmost care is to be exercised by students in the use of books.

1. Students should make it a matter of personal pride to utilize the library books with utmost care.
2. The students are not to take any book from the library without proper entry in the issue register.
3. Students are responsible for the safe upkeep of the books. Any damage caused to the books inside or outside the library will be liable for penal fines.

### **BUS RULES**

1. All students using the bus services are to obtain bus pass from MT section.
2. All students are to be in queue whilst boarding/ disembarking from the bus.
3. Only two students should be seated in each seat.
4. Students should not take out any part of body through window.

### **HEALTH & HYGIENE RULES**

**All students are expected to:**

1. Put on neat and clean uniform.
2. Wear polished shoes.
3. Maintain neat & smart hair cut.
4. Complete full routine at home.

### **IMPORTANT GUIDELINES: WHAT TO DO**

#### **DURING AN EARTHQUAKE**

1. Keep calm and reassure others.
2. The safest place is open space away from buildings.
3. If you are indoors, take cover under a desk, table, bed, door frame, etc.
4. Stay away from glass doors, glass panes.
5. Walk out calmly.
6. Take children, the aged and the sick out before leaving the building or room.
7. If you are outside stay away from building and utility works.
8. Stay in the open till the vibrations stop.
9. If you are in a moving vehicle, stop as quickly as possible and stay in the vehicle.
10. Free all pets and domestic animals so that they can run outside.
11. Extinguish all open flames like stoves, candles, lamps and matches.

#### **IN CASE OF A FIRE**

1. Do not panic.
2. Raise alarm/ inform the nearest teacher.
3. Switch off fans, lights, air-conditioners and computers etc.
4. Open doors and windows.
5. Do not run. Walk calmly down the stairs in a single file.
6. In case of heavy smoke, wet a towel or hanky using water from a water bottle. Then cover your nose and mouth with a wet towel or handkerchief and crawl out towards the nearest exit.
7. Assemble in an earmarked space at a safe distance and wait for instructions.

Note: In case of emergency, follow the exit plan as provided in each room and corridor.



**PRAYERS**  
**Monday**

आ .....

लब पे आती है दुआ बनके तमन्ना मेरी  
ज़िंदगी शम्मा की सूरत हो खुदाया मेरी  
लब पे आती .....

हो मेरे दम से यूँ ही मेरे वतन की ज़ीनत  
जिस तरह फूल से होती है चमन की ज़ीनत  
ज़िंदगी हो मेरी परवाने की सूरत या रब  
इल्म की शम्मा से हो मुझको मोहब्बत या रब  
हो मेरा काम गरीबों की हिमायत करना  
दर्दमंदों से , ज़ईफों से मोहब्बत करना  
मेरे अल्लाह बुराई से बचाना मुझको  
नेक जो राह हो उस रह पे चलाना मुझको

**Tuesday**

त्वमेव माता च पिता त्वमेव - त्वमेव बंधुश्च सखा त्वमेव ।  
त्वमेव विद्या द्रविणं त्वमेव त्वमेव सर्वं मम देव देव ॥

तुम्हीं हो माता पिता तुम्हीं हो , तुम्हीं हो बंधु सखा तुम्हीं हो ।  
तुम्हीं हो साथी , तुम्हीं सहारे , कोई न अपना सिवा तुम्हारे ।  
तुम्हीं हो नैया , तुम्हीं खिवैया , तुम्हीं हो बंधु सखा तुम्हीं हो , ॥  
तुम्हीं हो माता - पिता तुम्हीं हो .....

जो खिल सकें ना वो फूल हम हैं , तुम्हारे चरणों की धूल हम हैं ।  
दया की दृष्टि सदा ही रखना , तुम्हीं हो बंधु , सखा तुम्हीं हो ।  
तुम्हीं हो माता - पिता तुम्हीं हो .....

**Wednesday**

इतनी शक्ति हमें देना दाता  
मन का विश्वास कमज़ोर हो ना

हम चलें नेक रस्ते पे हमसे  
भूल कर भी कोई भूल हो ना

हर तरफ़ जुल्म है बेबसी है

सहमा-सहमा सा हर आदमी है

पाप का बोझ बढ़ता ही जाए  
जाने कैसे ये धरती थमी है ,  
बोझ गम का ये तू उठा ले  
तेरी रचना , कहीं अंत हो ना  
हम चलें नेक रस्ते .....

हम अंधेरे में हैं रोशनी दे  
खो न दें खुद को ही दुश्मनी से  
हम सजा पाएँ अपने किए की  
मौत भी हो तो सह लें खुशी से  
कल जो गुजरा है, फिर से ना गुजरे  
आने वाला , वो कल ऐसा हो ना  
हम चलें नेक रस्ते .....

इतनी शक्ति हमें देना दाता  
मन का विश्वास कमज़ोर हो ना  
हम चलें नेक रस्ते पे हमसे  
भूल कर भी कोई भूल हो ना

१) दूर अज्ञान के हों अंधेरे  
तू हमें ज्ञान की रोशनी दे  
हर बुराई से बचते रहें हम  
जितनी भी दे भली ज़िंदगी दे  
बैर हो न किसी का किसी से  
भावना मन में बदले की हो ना  
हम चलें

२) हम ना सोचें हमें क्या मिला है ?  
हम ये सोचें किया क्या है अर्पण?  
फूल खुशियों के बाँटे सभी को  
सब का जीवन ही बन जाए मधुबन  
अपनी करुणा का जल तू बहा के  
कर दे पावन हर एक मन का कोना  
इतनी शक्ति .....

**Thursday**

Where the mind is without fear and the head is  
held high;  
Where knowledge is free;  
Where the world has not been broken up

Into fragments by narrow domestic walls;  
 Where words come out from the depth of truth;  
 Where tireless striving stretches its arms  
 towards perfection;  
 Where the clear stream of reason has  
 Not lost its way into the dreary desert sand of  
 dead habit:  
 Where the mind is led forward by Thee into  
 ever-widening  
 Thought and action  
 Into that heaven of freedom, my Father, let my  
 country awake.

-Rabindranath Tagore

### Friday

#### हमारी की मुट्ठी

हमारी ही मुट्ठी में आकाश सारा ,  
 जब भी खुलेगी चमकेगा तारा ।  
 हमारी ही मुट्ठी .....  
 कभी न ढले जो वो ही सितारा ,  
 दिशा जिससे पहचाने संसार सारा ॥  
 हमारी ही मुट्ठी ..... (2)  
 1. हथेली पे रेखाएँ हैं , सब अंधूरी  
 किसने लिखी हैं , नहीं जानना है , (2)  
 सुलझाने उनको न आएगा कोई ,  
 समझाना है उनको , ये अपना करम है ,  
 हूँ.....हूँ.....हूँ  
 आ , आ  
 अपने जन्म से दिखाना है सब को  
 खुद का पनपना , उभरना है खुद को ,  
 अँधेरा मिटाए जो नन्हा शरारा  
 दिशा जिससे पहचाने संसार सारा  
 हूँ.....हूँ.....हूँ  
 हमारी ही मुट्ठी ..... (2)  
 2. हमारे पीछे , कोई आए न आए  
 हमें ही तो पहले , पहुँचना वहाँ है । (2)  
 जिन पर है चलना ; नई पीढियों को  
 उन्हीं रास्तों को , बनाना हमें है ।  
 हूँ.....हूँ.....हूँ  
 आ , आ  
 3. जो भी साथ आए , उन्हें साथ ले लें  
 अगर ना कोई . साथ दे तो अकेले

हूँ.....हूँ.....हूँ  
 सुलगाके खुद को मिटाने अंधेरा  
 दिशा जिससे पहचाने संसार सारा ।  
 हमारी ही मुट्ठी में आकाश सारा  
 जब भी खुलेगी चमकेगा तारा  
 कभी न ढले जो वो ही सितारा  
 दिशा जिससे पहचाने संसार सारा ।

### FLAG PLEDGE

I pledge allegiance to the National Flag and to  
 the Sovereign Democratic Republic for which it  
 stands.

### 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.  
 "JAI HIND"

### प्रतिज्ञा

भारत हमारा देश है ।  
 हम सब भारतवासी भाई-बहन है ।  
 हमें अपना देश प्राणों से भी प्यारा है ।  
 इसकी समृद्धि और विविध संस्कृति पर हमें गर्व है ।  
 हम इसके सुयोग्य अधिकारी बनने का प्रयत्न सदा करते  
 रहेंगे ।  
 हम अपने माता-पिता, शिक्षकों और गुरुजनों का आदर करेंगे  
 और सबके साथ शिष्टता का व्यवहार करेंगे ।  
 हम अपने देश और देशवासियों के प्रति वफ़ादार  
 रहने की प्रतिज्ञा करते हैं ।  
 उनके कल्याण और समृद्धि में ही हमारा सुख निहित है ।  
 जय हिन्द ।

## SANSKRIT PLEDGE

भारतं मम देशोऽयं भारतीयाश्च बान्धवाः ।  
परानुरक्तिरस्मिन् मे देशेऽस्ति मम सर्वदा ॥1॥  
समृद्धा विविधाश्चास्य या देशस्य परम्पराः ।  
सन्ति ताः प्रति मे नित्यम् अभिमानोन्नतं शिरः

॥2॥

प्रयतिष्ये सदा चाहम् आसादयितुम् अर्हताम् ।  
येन तासां भविष्यामि श्रद्धायुक्तः पदानुगः ॥3॥  
संमानयेयं पितरौ वयोज्येष्ठान् गुरुस्तथा ।  
सौजन्येनैव वर्तेय तथा सर्वैरहं सदा ॥4॥  
स्वकीयेन हि देशेन स्वदेशीयैश्च बान्धवैः ।  
एकान्तनिष्ठमाचरं प्रतिजाने हि सर्वथा ॥5॥  
एतेषामेव कल्याणे समुत्कर्षे तथैव च ।  
नूनं विनिहितं सर्वं सौख्यं आत्यन्तिकं मम ॥6॥

## SWACHHTA PLEDGE

I take this pledge that I will remain committed towards cleanliness and devote time towards this, I will devote 100 hours per year that is two hours per week to do voluntary work for cleanliness. I will neither litter nor let others litter. I will initiate the quest for cleanliness with myself, my family, my locality, my village and my workplace.

I believe that countries that appear clean are so because their citizens don't indulge in littering nor do they allow it to happen. With this firm belief, I will propagate the message of Swachh Bharat Mission in villages and towns.

I will encourage 100 other persons to take this pledge which I am taking today. I will make them devote their 100 hours of cleanliness.

I am confident that every step I take towards cleanliness will help in making my country clean.

## THE NATIONAL ANTHEM

Jana Gana Mana Adhinayak Jaya Hay  
Bharata Bhagya Vidhata  
Punjab Sindhu Gujarat Maratha  
Dravida Utkala Bange  
Vindhya Himachal Yamuna Ganga  
Uchala Jaladi Taranga  
Tava Subha Name Jege

Tava Subha Ashish Mange  
Gaye Tab Jaya Gatha  
Jana Gana Mangal Dayaka Jaya Hey  
Bharata Bhagya Vidhata  
Jaya Hay! Jaya Hay! Jaya Hay!  
Jaya Jaya Jaya Jaya Hey.

## राष्ट्रीय गान

जन-गण-मन अधिनायक जय हे  
भारत-भाग्य-विधाता ।  
पंजाब सिन्ध गुजरात मराठा,  
द्रविड उत्कल बंग ।  
विंध्य हिमाचल यमुना गंगा,  
उच्छल जलधि तरंग ।  
तव शुभ नामे जागे,  
तव शुभ आशिष मांगे,  
गाहे तव जय गाथा ।  
जन-गण मंगलदायक जय हे,  
भारत-भाग्य-विधाता ।  
जय हे! जय हे! जय हे!  
जय जय जय जय हे ।

## PREAMBLE (Thursday)

**WE, THE PEOPLE OF INDIA, having solemnly resolved to constitute India into a SOVEREIGN SODIALIST SECULAR DEMOCARATIC REPUBLIC and to secure to all its citizens:**  
**JUSTICE**, social, economic and political;  
**LIBERTY** of thought, expression, belief, faith and worship;  
**EQUALITY** of status and of opportunity and to promote among them all  
**FRATERNITY** assuring the dignity of the individual and the unity and integrity of the Nation;  
**IN OUR CONSTITUENT ASSEMBLY** this twenty-Sixth day of November, 1949, do **HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.**

## SCHOOL SONG

Our pride, our pride, our pride  
Navy School our pride  
When duty calls, always ready,  
With courage in our hearts

When duty ends, always ready,  
To climb another mast.  
Our pride, our pride, our pride  
Navy School our pride.  
Her banner we shall hold up high  
and guard her honour till we die,  
and though one day we will part,  
Should always be in our hearts.  
Our pride, our pride, our pride  
Navy School our pride.  
We feel the Pride and the joy,  
Of being the Naval girl and boy,  
So let the cheering out in a pool,  
Long live our dear Naval School,  
Our pride, our pride, our pride  
Navy School our pride.

### स्कूल-गीत

जो बचपन को रास्ता दिखाए  
ऊंगली थाम साहिल तक ले जाए  
रोशनी की बंदनार मंजिलें दिखाए हमको  
अपना नेवी चिल्ड्रन स्कूल .....(2)

गाओ साथियों! एन.सी.एस. का गीत  
मिल के गोओ साथियों में प्रीत  
ज़िंदगी की दौड़ में हार भी हो सकती है  
अपने इरादों में जीत  
जो बचपन को रास्ता दिखाए.....

जानेन शोभते, जानेन शोभते  
विद्यालय का परचम सिखला रहा  
परचम लो हाथ में हौसले हों साथ में  
ज़िंदगी की दौड़ में लेंगे जीत  
जो बचपन को रास्ता दिखाए.....

ज्ञान की हो पूजा, न धर्म कोई दूजा  
विद्यार्थी का धर्म ज्ञान सीखना  
ज्ञान से है रास्ता, रास्ते से मंजिलें  
मंजिलें तो लेंगे हम जीत  
जो बचपन को रास्ता दिखाए.....

### STUDENT PRAYER

Eternal & Gracious God,  
Help me to be curious  
about the world around me,

Help me to prepare  
for the challenges faced each day,

Help me to be open  
to difficult tasks,

Help me to be determined  
to complete my work,

Help me to be responsible  
in all I do,

Help me to be accepting  
of people's difference,

Help me to be aware  
of my talents,

Help me to be myself-  
to be the best that I can be.  
Amen.

### BEFORE LUNCH

Thank you God for the world so sweet  
Thank you God for the food we eat,  
Thank you God for the birds that sing  
Thank you God for everything.

### AFTER SCHOOL

Thank you for the things we have learnt experienced  
and discovered through this day. Help us to remember  
it.

### SANSKRIT PRAYER

#### शक्ति-संभृतम्

शक्ति-संभृतम्, युक्ति-संभृतम् ।  
शक्ति-युक्त-संभृतम्, भवतु भारतम् ॥1॥  
शास्त्र-धारकम्, शास्त्र-धारकम् ।  
शास्त्र-शास्त्र-धारकम्, भवतु भारतम् ॥2॥  
नीति-संस्कृतम्, रीति-संस्कृतम् ।  
नीति-रीति-संस्कृतम्, भवतु भारतम् ॥3॥  
कर्म-नैष्ठिकम्, धर्म-नैष्ठिकम् ।  
कर्म-धर्म नैष्ठिकम्, भवतु भारतम् ॥4॥  
शक्ति-साधकम्, मुक्ति-साधकम् ।  
शक्ति-मुक्ति-साधकम्, भवतु भारतम् ॥5॥

### जन्मदिन-गीतम् BIRTHDAY SONG

लल्ललला लल्ललला लल्ललला ला.....  
लल्ललला लल्ललला लाल लाल ला.....  
जन्मदिनं जन्मदिनं प्रिय सखे ! तव I  
मङ्गलमय जन्मदिनं प्रिय सखे ! तव I  
आयु रारोग्यमस्तु प्रिय सखे ! तव I  
जीवनं च धन्यमस्तु प्रिय सखे ! तव I

ಲಲ್ಲಲಲಾ ಲಲ್ಲಲಲಾ ಲಲ್ಲಲಲಾ ಲಾ.....

ಲಲ್ಲಲಲಾ ಲಲ್ಲಲಲಾ ಲಾಲ ಲಾಲ ಲಾ.....

## **LIST OF ACTIVITIES PLANNED FOR THE ACADEMIC YEAR 2021-2022**

### **EDUCATIONAL TOUR FOR STUDENTS**

The following educational tours are planned during the current academic year:

1. Sugarcane Factory
2. Hatsun milk Factory
3. Madras Rubber Factory(MRF)
4. Indian Space research Organisation(ISRO)
5. Hyundai Factory
6. DSC kitchen Garden
7. INAS 561, INAS 321, Met Office and ATC building.

### **LIST OF COMPETITION**

1. National Science Olympiad
2. International Maths Olympiad
3. International English Olympiad
4. NTSE (for Class IX & X)

### **MAJOR EVENTS**

1. SMC Meeting - October 21 & March 22
2. Parent's - July 21  
Orientation Programme
3. Investiture Ceremony - July 21
4. Science Exhibition - July/Aug 21
5. PTA General - August 21  
Body Meeting
6. Sports Day - Dec 21

### **LIST OF HOUSES**

- ❖ Bharati House
- ❖ Bhagat Singh House
- ❖ Vivekanda House
- ❖ Shivaji House

### **LIST OF CLUBS**

- ❖ Art Club
- ❖ Music Club
- ❖ IT Club
- ❖ Reading Club
- ❖ Maths Club
- ❖ Nature Club
- ❖ Taekwondo Club
- ❖ Craft Club

### **CRITERIA FOR FANCY DRESS COMPETITION:**

No props to be used: Students will be judged on the following criteria.

- (a) Portraying inanimate / non living characters is **NOT** fancy dress kindly mime (facial expressions and gestures) only living characters / famous personalities / animals / birds / fairy tale, nursery rhyme and fictional characters.
- (b) No dialogues and background music will be allowed.
- (c) Props associated with the costume are allowed.
- (d) Marks awarded will be on the following criteria.  
(i) Costume (ii) Originality of idea  
(iii) Presentation and Confidence
- (e) Participants who do not adhere to the above mentioned criteria will be disqualified.

### **SCHOOL BELL TIMINGS**

Reporting time	0740
Assembly	0800-0820
1st	0820 – 0900
2nd	0900 – 0940
3rd	0940 – 1020
Break	1020 – 1035
4th	1035 – 1115
5th	1115 – 1155
6th	1155 – 1235
Break	1235 – 1240
7th	1240 – 1320
8th	1320 - 1400

### **EXAMINATION AY - 2021-22**

#### **Primary (I - V)**

Examination	Month	Maximum Marks		
		Classes I & II	Class III	Classes IV & V
Term-I Assessment-I	July	20	20	30

Term-I Assessment-II	September	20	30	50
Term-II Assessment-I	November/ December	20	20	30
Term-II Assessment-II	February/ March	20	30	50

**Secondary (VI - X)**

<b>Examination</b>	<b>Month</b>	<b>Maximum Marks</b>
Pre Mid Term	July	40
Mid Term	September	80
Post Mid Term	November/December	40
Annual	February/ March	80

**\*\* Complete syllabus will be included for Post Mid Term Examination for classes IX & X. Maximum marks will be 80.**