# LOURDES CENTRAL SCHOOL BEJ AI, MANGALURU - 575004. <br> (Affiliated to Central Board of Secondary Education - New Delhi) 

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School Affiliation No. : 830120


Founder: Late Rev. Fr Bernard L. D'Souza Manager: Rev. Dr J ohn Baptist Saldanha Principal : Rev. Fr Robert D'Souza

## SCHOOL DIARY

2022-2023
Name.
Class. Section Roll No

House Admission No

SAT No.
Aadhaar No
(This diary must be brought to school everyday.)


## PREAMBLE

We, the people of India, HAVING SOLEMNLY RESOLVED TO CONSTITUTE India into a SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC and to secure to all its citizens:

J USTICE, 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 twentysixth day of November, 1949, do HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.

## PLEDGE

India is my motherland and all Indians are my brothers and sisters.

I love India and feel proud of her traditions and great heritage.

I shall always strive to be worthy of her.
I shall always respect my parents, teachers and elders and be courteous to all.

I promise to be loyal to my country and countrymen; in their prosperity lies my happiness.
[To be recited with commitment and sincerity everyday during assembly.]

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## THE LCS HOUSE SONG

## Opal House

We of Opal House feel proud
To have the colour blue
Our motto tells us
always to be organised and true In heart and mind and deeds too In school, at home or at play
We promise to be spic and span And truthful in every way.

## J ade House

We of Jade House feel proud
To have the colour green
Our motto is-Be just and willing
To serve we must be keen
In heart and mind and deeds too
In school, at home or at play
We promise to be fair
And show goodwill in every way.

## Coral House

We of Coral House feel proud
To have the colour red
Our motto is-Be cautious and kind, of others as is said
In heart and mind and deeds too In school, at home or at play We promise to be careful And polite in every way.

## Amber House

We of Amber House feel proud To have the orange hue
Our motto is-Be able and prompt And punctual in all we do
In heart and mind and deeds too In school, at home or at play We promise to be on the double And alert in every way.

OPAL, CORAL, J ADE AND AMBER
ALL UNITED CHEER AND SALUTE
LOURDES CENTRAL SCHOOL HURRAY!!!

## NATIONAL ANTHEM

Jana Gana Mana Adhinayaka Jaya he Bharatha Bhagya Vidhata
Punjaba Sindhu Gujaratha Maratha Dravida Uthkala Banga
Vindhya Himachala Yamuna Ganga
Uchala Jaladhi tharanga
Tava Subha Name Jage
Tava Subha asisha Mage
Gahe Thava Jaya Gatha Jana Gana Mangala Dayaka Jaya he Bharatha Bhagya Vidhata Jaya-he Jaya-he Jaya-he Jaya Jaya Jaya Jaya-he

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## SCHOOL DAYS AND WORKING HOURS

A. School Timings:

1. KG

Students are required to be in school by 8.15 a.m
Monday to Friday : 8.15 a.m to 1.00 p.m
SaturdayActivity : 8.15 a.m to 11:30 a.m
2. Class I to X

Students are required to be in school by 7.50 a.m
Monday to Friday : 7.50 a.m to $2.20 \mathrm{p} . \mathrm{m}$
Saturday $\quad: 7.50$ a.m to 12.15 p.m
3. Class XI \& XII

Students are required to be in school by 7.50 a.m
Monday to Friday : 7.50 a.m to 1.00 p.m
Saturday : 7.50 a.m to 12.15 p.m
4. OfficeTimings:

Monday to Friday : 7.45 a.m to 4.00 p.m
Saturday : 7.45 a.m to 12.30 p.m
For Payments / Receipts between 7.45 a.m to 12 Noon only

1. Parents are requested to contact the school office for all routine matters
2. Parents who wish to meet teachers, may do so only on Mondays between 2.20 p.m to $3.00 \mathrm{p} . \mathrm{m}$
Parents are requested not to interact with the teachers on other days in the school
3. Remedial Classes:Tuesday, Wednesday \&Thursday
4. Friday is reserved for Staff Meeting \& Staff Interaction

ACADEMIC YEAR - MAY 2022-APRIL 2023

## TERMS

| Term I | $: 30$ May 2022-30 September 2022 |
| :--- | :--- |
| Term II | $: 1$ October 2022-10 April 2023 |

## INFORMATION SHEET

( to be filled neatly in block letters by the 10th of june )

1. Name of the Pupil : $\qquad$
2. Class \& Section : $\qquad$ 3.Date of Birth : $\qquad$
3. Admission No: $\qquad$ 5. Religion : $\qquad$ Mother Tongue : $\qquad$ Caste: SC / ST (Yes / No)
4. Blood Group :
5. House :
$\qquad$
(Opal,Coral,J ade,Amber)
6. Mode of transport to School : $\qquad$ | OWN | SCHOOL | PRIVATE |
| :--- | :--- | :--- | 9. Driver's Name / Tel. No.
7. Any particular health problem to be taken care of $\qquad$
8. Father's / Guardian's Name :
9. Father's Occupation: $\qquad$
Special Interest : $\qquad$
Tele. No. : (Mob.) $\qquad$
(Res.) : $\qquad$
Email: $\qquad$
13.Mother's Name:

Mother's Occupation: $\qquad$
Special Interest : $\qquad$
Current Address: $\qquad$

Tele. No. : (Mob.) $\qquad$ (Res.) : $\qquad$
Email : $\qquad$
Own Brothers / Sisters in this school
Name
Class
Section
$\qquad$
Specimen Signature of the Parent / Guardian

Father
Mother
Guardian

## INFORMATION SHEET

( to be filled neatly in block letters by the 10th of June )

1. Name of the Pupil : $\qquad$
2. Class \& Section : $\qquad$ 3.Date of Birth : $\qquad$
3. Admission No : $\qquad$ 5. Religion : $\qquad$
Mother Tongue : $\qquad$ Caste: SC / ST (Yes / No)
4. Blood Group :___ 7. House :___ (Opal,Coral,J ade,Amber)
5. Mode of transport to School : $\qquad$ | OWN | SCHOOL | PRIVATE |
| :--- | :--- | :--- |
6. Driver's Name / Tel. No.
7. Any particular health problem to be taken care of $\qquad$
8. Father's / Guardian's Name :
9. Father's Occupation: $\qquad$
Special Interest : $\qquad$
Tele. No. : (Mob.) $\qquad$
(Res.) : $\qquad$
Email : $\qquad$
13.Mother's Name:

Mother's Occupation: $\qquad$
Special Interest : $\qquad$
Current Address: $\qquad$

Tele. No. : (Mob.)
(Res.) : $\qquad$
Email :
Own Brothers / Sisters in this school
Name
Class
Section
$\qquad$
Specimen Signature of the Parent / Guardian

Father
Mother
Guardian

## INFORMATION SHEET

( TO BE FILLED NEATLY IN BLOCK LETTERS BY THE 10TH OF J UNE )


Specimen Signature of the Parent / Guardian

## THE START OF EACH DAY

## 1. LORDWE THANK YOU

Lord we thank you for your love Blessings from above Lord we thank you for your peace May our love for you increase

1. Love and peace and joy

Are your heavenly gifts
Talents all galore
Are your loving gifts
All of us indeed
Are your choicest gifts
Thanks be to you Lord
Yours be thanks and praise

## 2. AS THE DEER

As the deer panteth for the water So my soul longs for you
You alone are my heart's desire
And I long to worship you
You alone are my strength, my shield
To You alone may my spirit yield
You alone are my heart's desire
And I long to worship you
3. I HAVE COME TO THEE

I have come to thee
To take thy touch
Before I begin my day

1. Let thy eyes rest upon

My eyes for a while
2. Let thy eyes shine upon

My face for a while

## 4. LORDWE GATHER

1. Lord we gather on this great day To celebrate this day Lord our hearts filled with joy On this beautiful day

It's a great day, great day
Great day to celebrate
Lord we lift our voice in happiness
On this beautiful day
2. Lord we praise and glorify you

For your steadfast love
Lord we thank for your blessings
On our School and all of us
5. THANK YOU LORD

I come before You today
And there's just one thing that I
Want to say
Thank You Lord Thank You Lord
For all You've given to me
For all the blessings that I cannot see
Thank You Lord Thank You Lord
With a grateful heart
With a song of praise
With an outstretched arm
I will bless Your name
Thank You Lord
I just want to thank You Lord
Thank You Lord I just want to
Thank You Lord
6. BINDUSTOGETHER

Bind us together Lord
Bind us together with
Cords that cannot be broken
Bind us together Lord
Bind us together Lord
Bind us together in Love
There is only one God,
There is only one King
There is only one Body,
That is why we sing.
7. COME FILL MY WORLD

Come fill my world
Come fill my life
Come take my hands
Come walk with me

1. Without eyes we cannot see

Without hands we cannot touch
Without heart we cannot love
Without God we cannot be
8. WHENILOOKINTOYOURHOLINESS

When I look into your Holiness
When I gaze into your loveliness
When all things that surround
Become shadows
In the light of you
When l've found the joy
Of reaching your heart
When my will becomes
Enthroned in your love
When all things that surround
Become shadows In the light of you
Iworship You Iworship You OLord
The reason I live
Is to worship you (2)
9. YOUARE MY REFUGE

1. You are my refuge, You are my fortress. You are my friend in need, You are my God.

Ch: I will worship you
With all of my heart,
I will seek your face
All through my life,
I will serve you Lord with all that I am,
Here I am.
Here I am O Lord, (3),
Here I am
2. You are my Savior, You are my healer, You are my strength in need, You are my God.

## 10. EVERYTHING IAM

1. Everything I am Everything I'll be I gift it to you Lord
And do it thankfully
Ch: Every song I sing
Every praise I bring
Everything I do Is a gift to you
2. Everything I have All you've given me I gift it to you Lord And do it thankfully
3. MY LIFE IS INYOU, LORD

My life is in You, Lord, My strength is in You, Lord My hope is in You, Lord, In You, It's in You In You, It's in You
I will praise You with all of my life
I will praise You with
All of my strength
With all of my life,
All of my strength
All of my hope is in You
12. LORDINEEDYOU

Lord, I come, I confess
Bowing here I find you rest
Without you I fall apart
You're the one
That guides my heart
Ch: Lord, I need you, Oh, I need you
Every hour I need you
My one defense,
my righteousness
Oh God, how I need you
13. LADY OF LOURDES

1. Mother of mine so loving

Queen of Heaven and Earth
We the children of yours
Gathered to seek your blessings.

Ch：Mother of God，Mother of Mine
Pray for all of us
We honour you Mother
We thank you Mother
Shower your blessings on us（2）
2．Mother sweet Lady of Lourdes Shining light of our School Guardian Angel of us Guide us and protect always．

14．BLESS THE LORD
Bless the Lord，O my soul， O my soul，worship His holy Name． Sing like never before，O my soul． I＇ll worship Your holy Name．

1．The sun comes up， It＇s a new day dawning；
It＇s time to sing Your song again．
Whatever may pass
And whatever lies before me， Let me be singing
When the evening comes．

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## PRAYER

## Our Father

Our father, who art in heaven, hallowed be Thy name;
Thy kingdom come;
Thy will be done on earth as it is in heaven
Give us this day our daily bread; and forgive us our trespasses as we forgive those who trespass against us; and lead us not into temptation, but deliver us from evil. Amen.











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## Morning Prayer

O God our Father, we come to You this morning, to give you our love. We ask Your blessings on our parents, teachers and ourselves. To You we offer our time of study and play. Take and use them always for Your glory.

## Prayer before each period

 Oh my God we are about to study for the love of thee, Grant us, we beseech Thy holy blessing, all for thee O my God.
## Prayer after the break

Thank you God for the food we had;
Bless my mummy who prepared it. Bless my daddy who provided it Help me to concentrate in my lessons. Thank you God.

## AT THE END OF THE DAY

We give You thanks Almighty God for all the benefits You have conferred upon us. O my God, I love You with all my heart and I pray that You may bless me with wisdom and knowledge. Help me to be of service to others.

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## LOURDES CENTRAL SCHOOL

LOURDES CENTRAL SCHOOL (LCS) is under the Catholic Board of Education headed by the Most Rev. Dr Peter Paul Saldanha, Bishop of the Diocese of Mangalore, a religious and linguistic minority institution. With its excellent educational infrastructure, well set objectives and innovative approach to education, LCS stands high above and has gained confidence of parents seeking a meaningful and quality education for their children.

LCS is an English Medium Co-educational School, the brain-child of Late Rev. Fr Bernard L. D'Souza, an educationalist and a visionary who established this school in the year 1999 with a difference to provide high quality value based education to prepare our students to be upright citizens, honest and able administrators.

Late Rev. Fr Joseph Peter Tauro, Parish Priest of Bejai Church succeeded as the Manager of LCS in 2003 and brought about many developmental works. Later he was succeded by Rev. Fr Victor Machado, Parish Priest of Bejai Church who took charge of the school in the year 2010 and brought up the school to greater heights.

Rev. Fr Wilson L. Vitus D Souza, the Parish Priest of Bejai Church took charge as the Manager of LCS in June 2014. He has made an overall development of a new entrance for KG Section and a roof top auditorium for school programmes. He too being a visionary brought about extensive changes in overall infrastructure and played a major role in school expansion process.

Rev. Dr John Baptist Saldanha took over as the Parish Priest of St Francis Xavier Church, Bejai and Manager of LCS on 30th July 2020. He being an eminent educationalist and having global knowledge in varied subjects is all set to take the school to greater prominence.

LCS, started with a record strength of 230 students in the first year, has carved its own niche in the community and has been recognised for quality education and all round development of the students. At present, the school accommodates students in the age group $31 / 2$ to 17 years in classes beginning with KG to Class XII with a total strength of 2100 students.

The school is presently headed by a dynamic Principal, Rev. Fr Robert D Souza and Vice Principal, Ms Belita Mascarenhas who are ably assisted by the Lead Teachers, Subject Co-ordinators and well experienced teachers with special skills and techniques of teaching at Lourdes Central School.

## SCHOOL MOTTO : PEACE THROUGH KNOWLEDGE

 VISION : "An enlightened society for a fuller life" MISSION : "Gearing up our education apostolate through moral and spiritual values and making it life enhancing specially for the poor and marginalized."
## AIMS AND OBJ ECTIVES OF THE SCHOOL

v To impart spiritual, moral, academic, and aesthetic values through formal and informal courses with emphasis on courtesy, honesty, integrity and loyalty.
v To create a spirit of fellowship, equality and mutual enrichment, thus helping our pupils to break down all barriers that divide us.
v To help our students to be catalysts of social change bringing about justice and peace in society.
v To prepare our students for civil service examinations to become able administrators of our country.
v To develop a spirit of patriotism and responsible leadership for the service of our country.
v To furnish excellent academic opportunities to the children of both the NRIs and transferable employees.

## Crusaders for a Greener Environment

Lourdes Central School strives to promote Eco friendly atmosphere and pilot the project of creating a safe and green environment through various measures and activities.
We educate students to be more sensitive towards the environment by reducing the use of plastics, follow effective ways of saving water.

We motivate our students to participate in projects like planting trees, recycling of books, clothes, toys and the like.

## THE SCHOOL STRUCTURE AND SYSTEM

1. The School Structure:

| KG I \& KG II | - Kindergarten |
| :--- | :--- |
| Class 1 to Class II | - Lower Primary |
| Class III to Class V | - Upper Primary |
| Class VI to Class VIII | - Lower Secondary Section |
| Class IX and Class X | - Secondary Section |
| Class XI \& Class XII | - Senior Secondary Section |

2. The school has a co-educational system.
3. The medium of instruction is English.
4. Languages:
a) First language : English
b) Second language : Kannada
c) Third language : Hindi/Konkani

Senior Secondary Section
5. Science (PCMB / PCMC) and Commerce stream for class XI and XII

## Curriculum Subjects

Classes Ito X
ÿ English Communicative /
Language \& Literature (IX \& X)
ÿ II Language - Hindi / Kannada
ÿ III Language - Kannada / Konkani
ÿ Mathematics
ÿ Environmental Studies
ÿ Social Science / EVS
ÿ Science and Technology
ÿ General Knowledge
ÿ Computer Science
ÿ Value Education / Catechism
ÿ Art/SUPW
ÿ Music
$\ddot{y}$ Physical Education

Classes XI to XII
ÿ English Core
ÿ Physics
ÿ Chemistry
ÿ Biology
ÿ Computer Science
ÿ Mathematics
ÿ Accountancy
ÿ Business studies
ÿ Economics
ÿ General Studies
ÿ Value Education
ÿ Health and Physical
Education

Co - curricular Activities: A variety of activities linked with the syllabus and new trends in education are organised. The underlying purpose is to prepare and train the students mentally, physically, socially and emotionally so that they will be able to face any eventuality with confidence.
The School Week: Classes I to $X$ along with the academics the students receive guidance and instructions in the following Co-curricular activities:
(i) Elocution
(iv) Creative writing
(vii) Art and craft
(x) Cubs and Bulbuls
(ii) Extempore
(v) Choir/Singing
(viii) Callisthenics
(xi) Scouts and Guides
(iii) Quiz
(vi) Poetry
(ix) Dramatics

Extra Curricular Activities : The school provides extra curricular activities to students after school hours on extra payment. The activities are :

| Mon, Wed | (i) Indian Free Style Dance | (ii) Public Speaking |
| :--- | :--- | :--- |
| Wed, Thur | (i) Chess | (ii) Karate | (iii) Bharatanatyam

(iii) Instrumental Music-Keyboard

Fee Structure and Payments : In the absence of grants from the State or Central Government, LCS has to depend solely on the fee structure to meet the financial obligations in respect of salaries of the staff and recurring and incidental expenditure for smooth functioning of the school.
School Fees for the whole academic year have to be paid at the time of admission. Fees once paid are not refundable. The tuition and special fees are based on periodical salary revision of the staff by the government.
KINDERGARTEN - The Kindergarten in Lourdes Central School is a place where children of different backgrounds come together and bloom in a unique way - spiritually, physically and mentally with value based education. Refreshing of Memory (ROM) is conducted in order to take away the fear of examination. Study from text book is a necessity, yet, all learning experiences in KG is embellished through child oriented project work. To add to the beauty of learning and developing a sense of achievement at the KG level a Convocation Day is observed at the end of a two year course.

## EXAMINATIONS \& PROMOTIONS

The school will conduct periodic tests and exams as scheduled in the diary and attendance is compulsory. No re-exam will be conducted.
Classes I to III: Scholastic Area:

| Term - 1 | Term - 2 |
| :--- | :--- |
| Periodic Test - I (20 marks) | Periodic Test - III (20 marks) |
| Periodic Test - II (20 marks) | Periodic Test - IV (20 marks) |
| Mid Term - (40 marks) | Annual Exam - (40 marks) |

Along with written exam students are also assessed on different skills. English / Hindi / Kannada : Reading, Recitation, Note book submission, Subject enrichment activities.
Math : Tables, Mental Ability, Note book submission, Subject enrichment activities.
EVS / Science / Social Science : Group Activity, Note book submission, Subject enrichment activities.
Classes IV to X: Scholastic Area :

| Periodic Test - I (20 marks) | Periodic Test - III (20 marks) |
| :--- | :--- |
| Periodic Test - II (20 marks) | Periodic Test - IV (20 marks) |
| Mid Term - (80 marks) | Annual Exam - (80 marks) |

Tests and Examinations will be conducted as per the dates scheduled in the school diary. The dates may change only under unavoidable circumstances.
Subject Enrichment Activities : These are subject specific, art integrated activities aimed at enhancing understanding and skills of the students. These activities are to be carried out throughout the term, however, they will be evaluated at the term-end.
Languages: Listening and speaking skills.
Mathematics : Lab activities.
Science : Practical work and activities in Science.
Social Science : Project work may be undertaken.
Co-Scholastic Activities (Classes VI-X): 3-point grading scale (A-Outstanding, B-Very Good and C-Fair). The aspect of regularity, sincere participation, output and teamwork will be the generic criteria for grading in the following co-scholastic activities: (a) Work Education (Classes VI - VIII) (b) Art Education (c) Health and Physical Education.

Discipline (Classes I-X): The students will also be assessed for the discipline which will be based on the factors like attendance, sincerity, behaviour, values, tidiness, respectfulness towards rules and regulations, attitude towards society, nation and others. Grading on discipline will be done term-wise on a 3-point grading scale (A - Outstanding, B - Very Good and C - Fair).
CLASSS IX and X Scholastic Area Total 100 Marks

| Subject | 80 Marks <br> Student has to secure 40\% marks out of 80 marks in each subject | 20 Marks <br> (Internal assessment) <br> Student has to secure $40 \%$ marks out of overall 20 marks in each subject |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | Perodic Assessment |  |  |  |
|  |  | Pen Paper Test (5 Marks) | Multiple Assessment (5 Marks) | Portfolio (5 Marks) | Subject Enrichment Activity (5 Marks) |
| English | Annual Examination for 80 marks in each subject covering $100 \%$ syllabus of the subject. <br> Marks and Grades both will be awarded for individual subjects. | Periodic written test restricted to three in each subject in an Academic year. Average of the best two tests to be taken for final marks submission. | This will cover quiz, oral tests, concept maps, visual expressions etc. | This will cover the class work, peer assessment, self assessment, achievements of student in the subject, reflections, narrations, journals etc. | $\begin{gathered} \text { Speaking } \\ \text { and Listening } \\ \text { skills } \end{gathered}$ |
| Hindi |  |  |  |  | Speaking and Listening skills |
| Mathematics |  |  |  |  | Maths Iab Practical |
| Science |  |  |  |  | Practical Lab work |
| $\begin{array}{\|l\|} \hline \text { Social } \\ \text { Science } \end{array}$ |  |  |  |  | Project work |

NOTE : NSQF - National Skill Qualifications Frame Work (Information Technology) Theory and Practical - 50 marks each. EXAMINATIONS:

1. Any malpractice/unfair means detected during an examination is liable to punishment at the discretion of the Principal along with a fine of ` 1000.
2. A student will be exempted from answering exams in grave illness or other unavoidable circumstances only.
3. In case of illness (contagious disease/physical disability), a medical certificate from a Registered Medical Practitioner has to be submitted.
4. If a student absents himself/herself from periodic tests, term exams, he/she will have to pay a fine of ' 500 before answering the next test / exam.
5. A student cannot absent himself/herself from Preboards of Class X and XII, Value Education / Catechism exam of classes VII and X. If absent, he/she will have to pay a fine of ` 1000 .
PROMOTION CRITERIA FOR CLASSES ITO IX:
6. As there are four Periodic tests and two terminal examinations, a student must get $40 \%$ pass marks in all the subjects.
7. Class XI and XII : There will be three periodic tests and two terminal examinations for Class XI. As for Class XII, there will be three periodic tests, one Midterm exam and two Preboards.

## CLASS XII:

1. A minimum of $75 \%$ attendance is stipulated for promotions, failing which, the child will not be permitted to write the final examination.
2. The promotion is based on the performance in the periodic tests and term exams. The weightage given to each assessment and the promotion rules are as follows.
i) A minimum of $40 \%$ marks in aggregate in each subject at the end of the year as per the following calculation is required for promotion.
Periodic tests $=10 \%$, Midterm examination $=40 \%$ and Annual Examination $=50 \%$ weightage.
ii) A minimum $40 \%$ is required in theory as well as practical examination for promotion to Class XII.
iii) A pass grade is required in subjects like Health and Physical Education and General Studies.
iv) All cases of doubt regarding promotion are entirely left to the discretion of the Principal, whose decision is final.

## The competitive Examinations conducted at Lourdes Central School:

1. National Talent Search Examination (NTSE)
2. Vidhyarthi Vighyan Manthan (VVM)
3. Green Olympiad
4. National Standard Examination in Astronomy
5. Math Olympiad
6. Spell Bee

## CODE OF CONDUCT FOR STUDENTS

1. Punctuality and regularity :
1.1 Students are expected to be in class by 7.50 a.m sharp and meditate till 8.00 a.m immediately followed by the school assembly.
1.2 The teacher will check the diary and the uniform before the assembly. If a student is found without proper uniform, a fine of `50 will be levied, intimating the parents through the school diary. Classes I-III teachers must collect fine only after three warnings are written in the diary. 1.3 Any student of class I to XII coming after 7.50 a.m will be considered late, if found late more than three times, parents will be informed, a fine of` 50 will be levied and the same will be recorded in the diary. A child will not be permitted to sit in the class if he / she comes late more than five times consecutively.

## 2. Leave of Absence :

2.1 Leave of absence is not granted except on prior written application from parents / guardian in the Leave Record provided in the Diary. If the absence exceeds three days then it must be granted by the Principal / Vice Principal.
2.2 When a student is absent from school without leave for some unforeseen reason e.g. illness, accident or death of a loved one, he/she, on returning to school, should bring a note of excuse from his/her parents / guardian in the Leave Record provided in the diary. If a student is absent for more than two days in case of sickness or any other reason, the parent/guardian must inform the school office about the reason of absence. The school office will then inform the class teacher.
2.3 Attendance is compulsory on the following days :closing \& re-opening day (Dussehra, Christmas and Summer Vacation) National festivals, Sports day, Annual day, Lourdes Feast day, Lourdes Olympiad and other celebrations at school - a fine of `500 will be collected in case of absence. (The fine is mandatory even with prior permission.) 2.4 If a student is absent for more than three days during regular working days a fine of` 500 will be levied.
3. General Behaviour :
3.1 On the teacher's arrival in the classroom the students must greet the teacher, pray and then take their seats.
3.2 Students are not allowed to loiter / stand in the corridors or on the campus during working hours. They should move from one classroom to another with the permission card in a disciplined manner without causing disturbance to other classes.
3.3 No student or staff member will be called to the phone during school hours. However, in case of emergency, message will be conveyed to them.
3.4 Books, umbrellas, tiffin-boxes etc should have a name or mark by which they can be identified. All stray and unclaimed property should be brought to the office. Umbrellas must be placed in the tubs provided in class. Water bottles / tiffins must be placed in the rack.
3.5 No form of jewellery is allowed with the uniform such as bangles or bracelets, long earrings, chains, finger rings and anklets etc. Girls can wear only a pair of small studs.
3.6 The school, though not responsible for the conduct of students outside its premises, will take cognizance of any serious misconduct committed outside the school. In any extreme case the final decision will be taken by the Manager in consultation with the Principal.
3.7 Students indulging in spoiling the school's image or of a particular staff member through social network will be dealt seriously by the school management.
3.8 Stealing books, money, coupons or any other articles, the student will be asked to pay double the amount of the items stolen.
3.9 There will be surprise checking of bags by the teachers frequently at regular intervals. Students must bring books according to the day's time table. If extra books are found (in the bag) the student will be fined.
3.10 The maximum amount carried in the wallet should not exceed `100. If extra amount is given it should be mentioned in the school diary by the parents. 3.11 Students are forbidden from entering the laboratories except with the permission of the teacher in charge. All equipments and materials given to students for practical work should be handled with care. Each student with practical work should maintain an observation record book, which should be submitted once a week. 3.12 Carrying food from the canteen to the classroom and sharing food from one classroom to another is strictly prohibited. 3.13 A student may avail medical room facility in case of sickness during class hours. A written note must be brought from the class teacher / subject teacher. 3.14 In case of sudden illness when students want to go home they can do so only during the break time to avoid disturbance during class hours, except in serious cases. They must seek a written permission from the class teacher / subject teacher and later from Principal/Vice Principal. Before leaving the premises student should enter his/her name and time in the students' movement register which is kept in the office. 3.15 Students are not allowed to bring two wheelers or four wheelers to school. 4. School Diary : 4.1 The school diary must be brought to school daily. At the end of the day students must check their bags for the presence of their school diary. If diary is missing, it must be informed to the teacher in the class before leaving the school. 4.2 If the diary is lost, the class teacher should be informed. A request note must be brought by the student from the parent for issuing a duplicate diary by paying a fine of ' 1000 and get it signed by the Principal. If the original diary is found later, it must be submitted to the Principal and` 500 will be remitted.
4.3 If a student does not complete his / her work / assignments / projects regularly, period detention / P.E. detention could be used by the Principal/Subject Teachers after initial warning.
4.4 A record of Coming late / Untidy turnout / Home work
not done / Misbehaviour will be maintained in the diary.
4.5 Appreciation for any good deeds done will be recorded and recognised.

## 5. Ragging or Bullying:

5.1 Bullying or Ragging is a punishable offence.

Bullying can be directly from the bully to the victim (e.g., through physical intimidation or attacks, verbal abuse, unwanted attention and advances, damaging property), or it can be indirect (e.g., through spreading malicious rumours). It can also include cyber-bullying (e.g., sending unpleasant SMS, photographs or Emails, to the victim or to others).
Students subjected to it must report to the class teacher immediately. Utmost attention and stringent action will be taken as per the CBSE norms.
5.2 Students should maintain a respectable distance with their teachers and fellow mates.
5.3 Students fighting in the classroom, corridors, staircases or anywhere in school premises will be given initial warning by the class teacher. If repeated, the matter will be reported to the Co-ordinator for necessary action. If the student is caught the third time, the matter will be reported to the Principal and disciplinary action will be taken.
5.4 Chewing gum in school is strictly prohibited. If found, a fine will be levied.
5.5 Any types of sedatives, beverages, tobacco possessing or consuming in the classrooms or in the campus is strictly prohibited. If found, the school will take stringent action even to the extent of suspension/dismissal.
5.6 Sexual harassment which includes unwelcomed sexual advances, request for sexual favours, passing of lewd comments and body shaming will be considered a major offence and serious action will be taken to the extent of suspension /dismissal.
5.7 Students using abusive languages and showing disrespect to their teachers will be dealt severely.

A Note to Parents :
6. Open House : The 'Open House Day' gives an opportunity for a meaningful exchange of views between parents and teachers to bring about a better understanding of students progress.
6.1 Parents must attend the Open House along with their wards. Students must come in full uniform and bring their school diary along with them.
6.2 In case of unforeseen circumstances, the parents who could not make it for the 'O pen House Day' must meet the subject teachers on the following Monday from 2.15 p.m to 3.00 p.m
6.3 Parent Teacher Association : PTA is an important part of the school. Constructive suggestions by parents will be accepted at all times. However, the school will not tolerate any interference related to administrative matters. The final decision rests solely with the school authorities.

### 6.4 Parents must compulsorily attend Interactive Sessions and Open House Meetings.

6.5 Use of mobiles by the parents / guardians in the school campus is strictly prohibited.
6.6 Parents are strictly prohibited from entering the school campus unnecessarily during school hours.
6.7 All parents dropping their wards to school and picking them should do so only near the Church area. Do not come down near the school gate as it causes a lot of inconvenience.

### 6.8 School Diary, with any written remarks, must be signed by the parent to avoid inconvenience later.

## 7 Birthdays at LCS:

* Birthdays are integral at LCS. To make it special the birthday student will be greeted with great joy and pomp during the morning assembly.
* To sensitise students towards love for the under privileged the school motivates students to contribute towards the birthday fund. This amount is distributed to the local NGOs and Ashrams and other disaster relief to help our local citizens.
* Students who voluntarily contribute a minimum of `500 and above will receive a certificate of appreciation from the Principal.
* Small contributions are also welcome, they can be directly dropped in the birthday fund box and receive a note of appreciation through the class teacher.
* Birthday outfits, distribution of sweets is not allowed for all classes.
* Birthday bumps / thumps / dumps / punches are strictly not allowed.
Library and Computer : Students must co-operate with the Staff of the Library and Computer Centre, in maintaining order and discipline. Students must take care not to lose, damage or deface any of the materials, fixtures, equipments that are provided. Any loss or damage will have to be replaced or made good by the student concerned.
School Counsellor: Parents can avail the services of the School Counsellor to discuss the behavioural issues pertaining to their wards with prior appointment either during school hours or from 2.15 p.m to 3.00 p.m

Health and Insurance :
(a) All students are insured against personal accidents during school hours. Parents are requested to inform the Principal in writing in case of any accident to a student on/off the campus and consequent hospitalisation to facilitate insurance claims.
(b) If a student contracts chicken pox or any contagious disease, send him/her to school only after it is completely healed. The school authorities may send back students who are not ready for school.

## Crusaders for a Greener Environment:

Our school has piloted the project 'Crusaders for a Greener Environment' under which students are requested to donate used notebooks, text books, school bags, shoes, water bottles which will be sent for recycling or donated to the local NGOs to be sorted out and given to the less fortunate. Kindly co-operate towards this noble cause.

## Uniform :

1. If he/she is taking part in any stage programme, the attire should be changed to school uniform soon after the programme.
2. From October, students are supposed to wear black Gola shoes as a part of the school uniform. Under unavoidable circumstances, the child can wear black open sandals only. (crocs, coloured floaters / slippers etc. are strictly not permitted)
3. All girls from classes I to XII having short hair must wear black hair band/black ribbons/black clips. Shoulder length hair must be tied in two pony tails and long hair should be braided in two plaits with a middle parting. Fringes and fleaks are strictly not allowed. Girls of Class XI and XII must have single plaited hair style.
4. Boys are expected to have regular haircut which has to be simple and short. No celebrity/fancy cuts are permitted. Secondary and Senior Secondary students should come with a clean shave (sporting a beard/stubble is not allowed). Students not adhering to it will be fined.
5. Students should be back in full school uniform for the school assembly after their morning sports practice if any.
6. Students visiting the school for any purpose during holidays / vacation must be in regular uniform. This also applies for students representing the school for any programmes or appearing for exams.

## 8. Fine :

8.1 Students are expected to wear ID in the school campus, failing which a fine will be levied. New cord will be provided if the ID cord is broken and a fine will be charged. If a student loses / damages the ID a fine will be levied and a duplicate will be issued only once.
8.2 Mobile phone, music player, hard disk, videogames, pen drive, CD, laptop, camera, pad phones, digital watches, nail cutter, steel ruler, pencil sharpener, fevicol, whitener, adult books, magazines or any type of electronic gadgets will not be permitted in the school campus. The things once confiscated will not be returned.
8.3 Damaging the school property / misuse of smart board is intolerable and a fine will be collected depending on the damage done.
Fine and Penalties :
School Diary/ID :
ÿ Not bringing School Diary ..... 50
ÿ Not wearing school belt / ID ..... 50
ÿ New ID cord ..... 100
ÿ Losing / Damaging the ID / Wearing wrong ID ..... 100
ÿ Tampering with School Diary ..... 100
School Uniform:
ÿ Not ironed / outgrown / torn uniform ..... 50
ÿ Not wearing sports uniform on Friday / vest ..... 50
$\ddot{y}$ Not wearing polished school shoes, socks ..... 50
Untidy turnout :
ÿ Unclipped nails / nail polish ..... 50
$\ddot{y}$ Boys with long untidy hair ..... 50
ÿ Girls with long unplaited hair ..... 50
ÿ Coloured hair bands / clips / fancy ear tops ..... 50
ÿ Coloured hair / Mehndi / Tattoo ..... 500
(Use of Mehndi is not permitted under any circumstances)
General :
ÿ Placing water bottles on the desk ..... 50
ÿ Not bringing books according to the Time Table / carrying extra books ..... 50
ÿ Chewing gum ..... 100
All students should strictly abide by the rules and regulations of the school at all times. This is required to ensure smooth academic work in the school and progress of each student. I have read the rules and regulations and promise to follow them.
Name of Student: $\qquad$
Signature of Mother : $\qquad$
Signature of Father: $\qquad$
Date : $\qquad$ (The same specimen signature should be maintained for all school related work.)
(Students are requested to sign only after reading the rules and regulations compulsorily)

## SPORTS AND GAMES

* Physical Education is an important aspect of CBSE curriculum which exhorts all students to take part in sports and games.
* Physical Education Teacher will accompany the students only for those tournaments which are approved by the State Government, Department of AICS \& CBSE. For any Club sports, Association Sports activities, any private tournaments the parents should take the responsibility of accompanying their children.
* Students those who wish to join the school team in any sports, must attend all the special coaching / practice sessions conducted by the school. Attendance in this respect is compulsory. Disciplinary code should be strictly followed.
* Selection for the school team will be done strictly by the school authority based on performance and discipline. No parents should be involved in this matter. Students are not allowed to play in any team against the school.
* Sports achievers / winners / runners-up of National \& International tournaments must submit certificates to the Physical Education Teachers a week before the sports day.


## REGULAR SCHOOL UNIFORM MONDAYS to THURSDAYS and SATURDAYS

Kindergarten I and II : For Girls:
Brown Uniform as per pattern (slips / tights / bloomers must be worn)

For Boys :
Scarlet red and white stripes shirt (Vest to be worn)
Brown shorts with two pleats

For Girls : Class I-X :
Brown Pinafore (length must cover knees) with scarlet red and white stripes blouse (slips / tights / bloomers must be worn)

For Boys: Class I - X
Scarlet red and white stripes shirt (vests and inner wear must be compulsorily worn.)

Brown Shorts with two pleats (Class I-V)

Class VI - X : Brown Trousers with two pleats. Low waist pants are not allowed.

## SCHOOL UNIFORM - FRIDAYS (KG - CLASS X)

Sportswear with house system colours
Sportswear must be changed after every two years if it is faded or out grown.

## SCHOOL UNIFORM - CLASS XI and XII MONDAYS to THURSDAYS and SATURDAYS

## For Girls :

Scarlet red and white stripes kameez with brown salwar and over coat.
For Boys :
Scarlet red and white stripes shirt (Vest to be worn)
Brown Trousers with two pleats

## SCHOOL UNIFORM - FRIDAYS

White T-Shirt \& Black Pants provided by the school.

> SCHOOL SHOES KG - CLASS XII - TERM I :
> Black open sandals (Rainy Season) 1 June - 30 September 2022

KG - CLASS V - TERM II FOR BOYS \& GIRLS :
Black Gola Shoes with Velcro and Brown socks 1 October 2022-31 March 2023

CLASSES VI to X - TERM II FOR BOYS \& GIRLS :
Black Gola Shoes with Lace and Brown socks 1 October 2022-31 March 2023

CLASSES XI \& XII - TERM II :
Girls - Black School Shoes with buckle and Brown socks Boys - Black Gola Shoes with Lace and Brown socks.

1 October 2022-31 March 2023


| 16 | Thurs |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 17 | Fri |  |  |  |  |
| 18 | Sat | KG 2 - Elocution: 'Healthy Me' |  |  |  |
| 19 | Sun* |  |  |  |  |
| 20 | Mon | LCS - Health Week 2022 - Eat Right - Think Right |  |  |  |
| 21 | Tues |  | Delicious Dishes | International Day of Yoga |  |
| 22 | Wed | World Music Day |  |  |  |
| 23 | Thurs |  |  |  |  |
| 24 | Fri |  |  |  |  |
| 25 | Sat | Finale: 'Healthy Me' | Poetry Recitation Competition |  | Talent Search Class XI \& XII |
| 26 | Sun* |  |  |  |  |
| 27 | Mon | LCS Reading Mission 2022 |  |  |  |
| 28 | Tues |  |  |  |  |
| 29 | Wed |  |  |  |  |
| 30 | Thurs |  |  |  |  |


| JULY 2022 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Fri |  | Eucharistic Celebration |  |  |
| 2 | Sat |  |  |  |  |
| 3 | Sun* |  |  |  |  |
| 4 | Mon | LCS Vanamahotsava Week 2022 |  |  |  |
| 5 | Tues |  | Our Green Savio |  |  |
| 6 | Wed |  |  |  |  |
| 7 | Thurs |  |  |  |  |
| 8 | Fri |  |  |  |  |
| 9 | Sat |  |  |  |  |
| 10 | Sun* | Bakrid / Eid al Adha (PH) |  |  |  |
| 11 | Mon |  | Periodic Test I |  |  |
| 12 | Tues |  |  |  |  |
| 13 | Wed |  |  |  |  |
| 14 | Thurs |  |  |  |  |
| 15 | Fri |  |  |  |  |



| AUGUST 2022 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Mon | LCS English Week 2022 |  |  |  |
| 2 | Tues |  | Scatter Peace with Grace |  |  |
| 3 | Wed |  |  |  |  |
| 4 | Thurs |  |  |  |  |
| 5 | Fri |  | Eucharistic Celebration |  |  |
| 6 | Sat |  |  |  |  |
| 7 | Sun* |  |  |  |  |
| 8 | Mon |  |  |  |  |
| 9 | Tues* | Moharam (PH) |  |  |  |
| 10 | Wed | KG 1-Fancy Dress - National Leaders |  |  |  |
| 11 | Thurs | KG 2 - Patriotic Singing |  |  |  |
| 12 | Fri |  | Independence Day Competitions |  |  |
| 13 | Sat |  |  |  |  |
| 14 | Sun* |  |  |  |  |
| 15 | Mon | Independence Day Celebration |  |  |  |



| SEPTEMBER 2022 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Thurs |  | Festive Gallo |  |  |
| 2 | Fri |  |  |  |  |
| 3 | Sat | $\begin{gathered} \text { KG 1-Elocution } \\ \text { KG 2-Card Making } \end{gathered}$ |  | s' Day Celeb |  |
| 4 | Sun* |  |  |  |  |
| 5 | Mon | Dr Radhakrishnan's Birthday - Teachers' Day |  |  |  |
| 6 | Tues | LCS Onam Celebration |  |  |  |
| 7 | Wed | Nativity of the Blessed Virgin Mary - Eucharistic Celebration / Forgiveness Day |  |  |  |
| 8 | Thurs* | Nativity of the Blessed Virgin Mary (DH) / Onam |  |  |  |
| 9 | Fri |  |  |  |  |
| 10 | Sat |  | 'Revise and Become Wise' - Exam Tips |  | Talent Search Class XI \& XII |
| 11 | Sun* |  |  |  |  |
| 12 | Mon |  |  |  |  |
| 13 | Tues |  |  |  |  |
| 14 | Wed | National Hindi Day |  |  |  |
| 15 | Thurs |  |  |  |  |


Midterm Vacation from 25.09.2022 to 05.10.2022

| OCTOBER 2022 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Sat |  |  |  |  |
| 2 | Sun* | Mahatma Gandhi J ayanthi / Remembering Lal Bahadur Shastri |  |  |  |
| 3 | Mon |  |  |  |  |
| 4 | Tues* | Ayudha Pooja / Maha Navami (PH) |  |  |  |
| 5 | Wed* | Vijayadashmi (PH) |  |  |  |
| 6 | Thurs | Term II Begins |  |  |  |
| 7 | Fri |  | J ournalist for a Day | Eucharistic Celebration |  |
| 8 | Sat | Open House |  |  |  |
| 9 | Sun* | Maharshi Valmiki J ayanthi / Id - e-Milad (PH) |  |  |  |
| 10 | Mon |  | LCS Kannada Saptaha 2022 |  |  |
| 11 | Tues | International Girl Child Day |  |  |  |
| 12 | Wed |  |  |  |  |
| 13 | Thurs |  |  |  |  |
| 14 | Fri |  |  |  |  |
| 15 | Sat | KG 1 \& 2 - Dance |  |  |  |



| NOVEMBER 2022 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Tues | Kannada Rajyotsava / Anti Corruption Day |  |  |  |
| 2 | Wed |  |  |  |  |
| 3 | Thurs |  | AICS Basketball Tournament |  |  |
| 4 | Fri |  | Eucharistic Celebration |  |  |
| 5 | Sat |  | Spell Bee Competition |  |  |
| 6 | Sun* |  |  |  |  |
| 7 | Mon |  | LCS Social Science Week 2022 |  |  |
| 8 | Tues |  |  |  |  |
| 9 | Wed |  |  |  |  |
| 10 | Thurs |  | LCS Social Science Exhibition 2022 |  |  |
| 11 | Fri |  | Kanakadasa J ayanthi |  |  |
| 12 | Sat |  | LCS Regale 2022 |  |  |
| 13 | Sun* |  |  |  |  |
| 14 | Mon | Children's Day / J awaharlal Nehru J ayanthi |  |  |  |
| 15 | Tues | LCS Sports Week 2022 |  |  |  |



| DECEMBER 2022 |  |  |  |  |  |  |  |
| :---: | :--- | :--- | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |  |  |
| 1 | Thurs |  |  |  |  |  |  |
| 2 | Fri |  | World Computer Literacy Day | Eucharistic Celebration |  |  |  |
| 3 | Sat |  |  |  |  |  |  |
| 4 | Sun* |  |  |  |  |  |  |
| 5 | Mon |  |  |  |  |  |  |
| 6 | Tues |  |  |  |  |  |  |
| 7 | Wed |  |  |  |  |  |  |
| 8 | Thurs |  |  |  |  |  |  |
| 9 | Fri |  |  |  |  |  |  |
| 10 | Sat |  |  |  |  |  |  |
| 11 | Sun* |  |  |  |  |  |  |
| 12 | Mon |  |  |  |  |  |  |
| 13 | Tues |  |  |  |  |  |  |
| 14 | Wed |  |  |  |  |  |  |
| 15 | Thurs |  |  |  |  |  |  |



| ANUARY 2023 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Sun* | New Year's Day |  |  |  |
| 2 | Mon |  |  |  |  |
| 3 | Tues |  |  |  |  |
| 4 | Wed |  |  |  |  |
| 5 | Thurs |  |  |  |  |
| 6 | Fri |  | Eucharistic CelebrationParent - Teacher Interactive Session(Class X \& XII) |  |  |
| 7 | Sat |  |  |  |  |
| 8 | Sun* |  |  |  |  |
| 9 | Mon | J aan Hai Tho J ahaan Hai (I to V) |  |  | I Pre-Board (Class X \& XII) |
| 10 | Tues |  |  |  |  |
| 11 | Wed | National Road Safety Day |  |  |  |
| 12 | Thurs |  |  |  |  |
| 13 | Fri |  |  |  |  |
| 14 | Sat |  |  |  |  |
| 15 | Sun* | Makara Sankranti (PH) |  |  |  |


| 16 | Mon |  | LCS Library Week 2022 |  |
| :---: | :---: | :---: | :---: | :---: |
| 17 | Tues |  |  |  |
| 18 | Wed |  |  |  |
| 19 | Thurs |  |  |  |
| 20 | Fri |  |  |  |
| 21 | Sat | KG 1 \& 2 - Hindi Poetry Recitation | National Fire Drill Day | J yothi Pradhan $\times$ \& xII |
| 22 | Sun* |  |  |  |
| 23 | Mon |  |  |  |
| 24 | Tues |  |  |  |
| 25 | Wed |  |  |  |
| 26 | Thurs | Republic Day |  |  |
| 27 | Fri |  |  |  |
| 28 | Sat | Community Helpers KG $1 \& 2$ | LCS Art Day | Open House (Class X \& XII) |
| 29 | Sun* |  |  |  |
| 30 | Mon | Martyrs' Day |  |  |
| 31 | Tues |  |  |  |


| FEBRUARY 2023 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Wed |  |  |  |  |
| 2 | Thurs |  |  |  |  |
| 3 | Fri |  |  |  |  |
| 4 | Sat |  | LCS Founder's Day Lourdes Olympiad |  |  |
| 5 | Sun* |  |  |  |  |
| 6 | Mon |  |  | II Pre-Board (Class X \& XII) |  |
| 7 | Tues |  |  |  |  |
| 8 | Wed |  |  |  |  |
| 9 | Thurs |  |  |  |  |
| 10 | Fri | KG 1 - Little Hands at Work KG 2 - Artistic Calligraphy |  | tional Deworming D |  |
| 11 | Sat | Feast of Our Lady of Lourdes / Eucharistic Celebration |  |  |  |
| 12 | Sun* |  |  |  |  |
| 13 | Mon |  | Periodic Test IV ( Class I to VIII ) Annual Exam (Class IX \& XI) |  |  |
| 14 | Tues |  |  | Safer Internet Day |  |



| MARCH 2023 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Wed |  |  |  |  |
| 2 | Thurs |  |  |  |  |
| 3 | Fri | Wild Life Day Eucharistic Celebration |  |  |  |
| 4 | Sat |  |  |  |  |
| 5 | Sun* |  |  |  |  |
| 6 | Mon | Examination Study Tips |  |  |  |
| 7 | Tues |  |  |  |  |
| 8 | Wed | International Women's Day |  |  |  |
| 9 | Thurs |  |  |  |  |
| 10 | Fri |  |  |  |  |
| 11 | Sat |  |  |  |  |
| 12 | Sun* |  |  |  |  |
| 13 | Mon |  |  |  |  |
| 14 | Tues |  |  |  |  |
| 15 | Wed |  |  |  |  |



| APRIL 2023 |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: |
| Date | Day | KG | CLASS I-V | CLASS VI-X | CLASS XI-XII |
| 1 | Sat | $\begin{gathered} \text { Kindergarten } \\ \text { Convocation Day } \\ \hline \end{gathered}$ |  |  |  |
| 2 | Sun* |  |  |  |  |
| 3 | Mon |  |  |  |  |
| 4 | Tues |  |  |  |  |
| 5 | Wed |  |  |  |  |
| 6 | Thurs |  |  |  |  |
| 7 | Fri | Good Friday (PH) World Health Day |  |  |  |
| 8 | Sat |  |  |  |  |
| 9 | Sun* |  | Easter |  |  |
| 10 | Mon |  |  |  |  |
| 11 | Tues | Open House |  |  |  |
| 12 | Wed |  |  |  |  |
| 13 | Thurs |  |  |  |  |
| 14 | Fri* |  | Ambedkar J ayanthi / MahavirJ ayanthi |  |  |
| 15 | Sat |  |  |  |  |


I COMMUNICATION FROM PRINCIPAL TO PARENTS





FROM PARENTS TO TEACHER (BE BRIEF)

V LEAVE RECORD FOR 2022-2023

LEAVE RECORD FOR 2022-2023

SION TO GO HOME IN CASE OF SICKNESS / OTHER REASONS
MEDICAL ROOM VISIT DURING SCHOOL HOURS

VII TEACHERS REMARKS (REGARDING INDISCIPLINE)

| Date | Reason | Signature |  |
| :--- | :--- | :--- | :--- |
|  |  | Teacher | Parent |
|  |  |  |  |

TEACHERS REMARKS
Be brief - Don't leave lines in betw

TEACHERS REMARKS
Be brief - Don't leave lines in between

Signature | Teacher | Parent |
| :--- | :--- |

STA
TEACHERS REMARKS
Be brief - Don't leave lines in between

VIII RECORD OF GOOD BEHAVIOUR

Positive Remark
Positive Remark

RECORD OF GOOD BEHAVIOUR

Positive Remark

RECORD OF GOOD BEHAVIOUR






X RECORD OF LATE COMING (mentionthe time withinitial)

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Parents/guardians are requested to sign each time a circular or letter is sent through children.

## XII ACKNOWLEDGEMENT OF CIRCULARS

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## MY TEACHERS

Class Teacher.

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| 1. | English |  |
| 2. | Math |  |
| 3. | EVS |  |
| 4. | Hindi |  |
| 5. | Computer / NSQF |  |
| 6. | Art / SUPW |  |
| 7. | Music |  |
| 8. | Kannada / Konkani |  |
| 9. | Social Science |  |
| 10. | General Science |  |
| 11. | Physical Education |  |
| 12. | Physics |  |
| 13. | Chemistry |  |
| 14. | Biology |  |
| 15. | Commerce |  |
| 16. | Accountancy |  |
| 17. | Economics |  |
| 18. | Business Studies |  |
| 19. | Catechism / V.Ed. |  |
| 20. | General Knowledge |  |
| 21. | Library |  |
| 22. | Health \& Physical Education |  |


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Teachers must sign whenever any homework is given.
Parents also need to see the homework and sign.

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| $\frac{\ddots}{i}$ |  |  |  |  |  |  |  |



## LOURDES CENTRAL SCHOOL Bejai, Mangaluru - 575004 NO DUE CERTIFICATE

(CLASS IX, X, XI \& XII)
Ref : $\qquad$ Date : $\qquad$
Name : $\qquad$ Class $\qquad$ Section

Signature of Teachers :

1. Library: Not returned/damaged Charges `
2. Science $: \begin{aligned} & \text { Physics }\end{aligned} \begin{aligned} & \text { Chemistry }\end{aligned} \begin{aligned} & \text { Biology }\end{aligned}$
3. Laboratory General Finefor loss \& breakages $\qquad$
4. English $\qquad$ Hindi $\qquad$ Art $\qquad$
Maths $\qquad$ Social Science $\qquad$
Acct. $\qquad$ Eco. $\qquad$ Business Studies $\qquad$
5. Computer Laboratory $\qquad$ Store $\qquad$
6. Games Teacher :

$$
\begin{aligned}
& \text { Term - I - Yes / No } \\
& \text { Term - II - Yes / No }
\end{aligned}
$$

Date $\qquad$
Date $\qquad$
7. Class Teacher: $\qquad$
8. Fee Counter: $\qquad$
9. ExaminationAdmitCard may be issued $\qquad$

Class Teacher
Note: Students are requested to get the signature of all the above teachers before they produce the No Due Certificate.

