

KHIMJI PALAN CHHEDA CHARITABLE TRUST'S
(Regd. Under Jain Minority)



K.P.C. PUBLIC SCHOOL

{CBSE Affiliated}

KHARGHAR



CALENDAR

Student's Name : _____

Std. : _____ Div. : _____ Roll No : _____

K.P.C. PUBLIC SCHOOL
KHARGHAR



In Loving Memory of
Late Shri. Khimji Palan Chheda Late Smt. Sunderben Khimji Chheda

नमो अरिहंताणं
नमो सिद्धाणं
नमो आयरियाणं
नमो उवज्झायाणं
नमो लोए सव्वसाहूणं
एसो पंच जमुवत्तरो
सव्व पावप्पणासणो
मंगलाणं च सव्वेसिं
पहमं हवइ मंगलं

KHIMJI PALAN CHHEDA CHARITABLE TRUST'S
(REGD. UNDER JAIN MINORITY)

K.P.C. PUBLIC SCHOOL

{CBSE Affiliated}

Plot No. 11, Sector - 16, Behind Vastuvihar KH-1,
Kharghar, Navi Mumbai - 410210. Tel. No. 022-46092004
Mobile : 7506375875 / 975

Email : school@kpcedu.in

Website : www.kpcedu.in

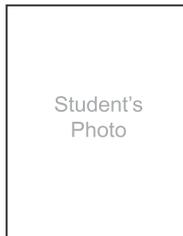


CALENDAR

20 _____ **- 20** _____

K.P.C. PUBLIC SCHOOL

STUDENT DETAILS



Std. : _____ Div. : _____

Year : 20 ____ - 20 ____

Student ID : _____

Student's Name : _____
Name Surname

Father's Name : _____

Mother's Name : _____

Residential Address : _____

Permanent Address : _____

Mobile No. : 1) _____ 2) _____

Landline No. : _____

Date of Birth : _____ Blood Group : _____

*** I agree to abide by the rules of K.P.C. Public School.**

Father's Sign.

Mother's Sign.

Guardian's Sign.

The Constitution of India

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;

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.**

NATIONAL ANTHEM



जन - गण - मन अधिनायक जय हे
भारत - भाग्य-विधाता ।
पंजाब सिंध गुजरात मराठा
द्राविड उत्कल बंग ॥
विंध्य हिमाचल यमुना गंगा
उच्छल जलधि तरंग ।
तव शुभ नामे जागे ।
तव शुभ आशिष माँगे ।
गाहे तव जय गाथा ॥
जन - गण - मंगलदायक जय हे
भारत - भाग्यविधाता ।
जय हे, जय हे, जय हे.
जय जय जय जय हे ।

॥ वंदे मातरम् ॥
VANDE MATARAM



वन्दे मातरम्
वन्दे मातरम्

सुजलां सुफलां मलयजशीतलाम्
शस्यशामलां मातरम्
वन्दे मातरम्

शुभ्रज्योत्स्नापुलकितयामिनीं
फुल्लकुसुमित द्रुमदलशोभिनीं
सुहासिनीं सुमधुर भाषिणीं
सुखदां वरदां मातरम्
वन्दे मातरम्
वन्दे मातरम्

SCHOOL ANTHEM

Hamari Shaan Hai, Hamari Jaan Hai, Hamara Maan Hai

The Beat In Our Heart sing KPC SCHOOL-
The Spring In Our Feet Leads Us To Our School x 2

The Journey Began With A Single Step
Marching To Strive With Peace And Zest
We Strive With A Light Of Pride In Our Hearts
Carrying The Torch of KPC SCHOOL

The Beat In Our Heart Sings KPC SCHOOL
The Spring In Our Feet Leads Us To Our School x 2
We Stand Together To Face The Future
Carrying A Smile And Hope In Our Hearts
A Dream In Our Eyes And Love For All
A Spirit Of Joy In Being The Change

The Beat In Our Heart Sings KPC SCHOOL
The Spring in Our Feet Leads Us To Our School x 2
Our Desire To Lead The Nation Ahead
Make Us Believe Every Single Step
Strengthening Our Vision In Everyway
Rejoining In Serving Our Motherland

Hamari Shaan Hai, Hamari Jaan Hai, Hamara Maan Hai

SCHOOL PRAYER



हे शारदे माँ हे शारदे माँ
अज्ञानता से हमें तार दे माँ
तू स्वर की देवी ये संगीत तुझ से
हर शब्द तेरा हे हर गीत तुझ से
हम है अकेले हम है अधूरे
तेरी शरण हम हमें प्यार दे माँ

हे शारदे माँ....

मुनियों ने समझी गुणियों ने जानी
वेदों की भाषा पुराणों की वाणी
हम भी तो समझें हम भी तो जानें
विद्या का हमको अधिकार दे माँ

हे शारदे माँ....

तू श्वेतवर्णी कमल पे विराजे
हाथों में वीणा मुकुट सर पे साजे
मन से हमारे मिटा दे अंधेरे
हमको उजालों का संसार दे माँ

हे शारदा माँ....

National Pledge of India



India is my country
All Indians are my brothers and sisters.
I Love my country,
and I'm proud of its rich and varied heritage.
I shall always strive
to be worthy of it.
I shall give respect to my parents, teachers
and all elders.
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 !!

RULES & REGULATIONS :

1. Every student must carry school calendar to the school daily. Tearing of any page from the calendar will be considered as a serious offence and will have to pay a heavy fine.
2. Students shall be admitted in the class only in the prescribed uniforms and duly signed identity card.
3. A pupil who is habitually late, does not wear proper school uniform, or does not abide by the school rules will not be allowed to enter school premises.
4. **The students are responsible for the safe custody of their books and belongings. It is not advisable for students to bring money or other valuable articles to the school.**
5. Any damage done to the school property will have to be made good. The decision of the Principal, regarding the amount to be paid, shall be final.
6. In order to acquire proficiency in spoken English, all students must compulsorily converse in English at school.
7. **Parents and guardians are expected to check the School Calendar daily for any remarks or notes sent either by the teacher or Principal. Co-operation of parents & guardians is necessary.**
8. Parents can meet the Principal only with prior appointment.
9. **No parent will be allowed to meet the class-teacher during school hours.**
10. Boys are required to have their haircuts at regular intervals, and the hair

must be kept short. All girls must wear a black cotton hairband. Those with long hair should tie their hair in two plaits secured with black ribbons.

11. Students shall bring only healthy & nutritious vegetarian food in their tiffin. Non-veg food is strictly prohibited. Students shall also carry along a water bottle and a napkin.
12. Railway concession, bonafide certificate or any other document request should be made in writing at least one week in advance.
13. **Mobile phones and other electronic gadgets are strictly prohibited inside the school premises. If found, will be forfeited and will not be given back.**
14. Students are not allowed to attend telephone calls during their classes unless very urgent.
15. On birthdays too, students shall come in complete uniform. We do not encourage distribution of gifts / sweets to the classmates or to the teachers.
16. Students commuting to school by bicycles shall bring their bicycles at their own risk. School is not responsible for any damage or theft of bicycle.
17. Students are not allowed to bring 2-wheelers or cars to school. Police shall be informed to take strict action against such students and parents.
18. Parents are requested to co-operate with school staff and help us to serve them better.

ADMISSIONS AND WITHDRAWALS :

1. Students who fail to report within seven days of reopening the school, their names will be struck off from the school register.
2. Every new student must submit a Birth Certificate (by competent Government / Municipal Authorities) or a Leaving Certificate (of the previous school) - whichever is applicable, by 30th April, without which the admission stands void.
3. **The prescribed fees shall be paid at the time of admission. Fees once paid are strictly non-refundable under any circumstances or scenarios.**
4. Pupils are accountable to the school authorities for their behavior on school premises. Serious misbehavior may warrant dismissal.
5. Parents are not allowed to interfere in the admission and administration policy of the school.
6. Pupil joining or leaving the school during any term will have to pay the fee for the full term.
7. **No Leaving Certificate will be issued until all fees due to school have been paid in full. The application form for the Leaving Certificate is given in the School Calendar.**
8. **Leaving Certificate will be issued after one month from the date of application.**
9. **For sufficient reasons such as unsatisfactory progress in studies, unjustified or unruly behaviour, misconduct, dishonesty, irregularity, not following rules & regulations of school, not following uniform code, etc., the pupil's name will be struck off the school register and he/she will be issued the Leaving Certificate.**

DISCIPLINE :

1. All students should endeavour to keep up the high standard and reputation of the school by excelling in fine manners and deportment.
2. All students are expected to be polite and courteous. They are expected to greet teachers, other members of staff and all visitors with due respect.
3. Students are required to maintain self-discipline in and around the school campus.
4. **Pupils must come in time to school. Late comers will not be admitted to the classes. Gates will be closed after the prescribed time and school will not be responsible for those students outside its campus.**
5. Parents cannot take their children out of the school during school hours (half day), without prior permission of the head of the institution and without proper justification.
6. Parents are requested to drop & leave their wards at the school entry gate.
7. Parents are kindly requested to dress appropriately when bringing their child to school. Nightwear, half pants, etc., are not allowed to maintain the decorum of the institution.
8. When moving along corridors from one classroom to another, the rule is always 'Keep Left' and respect the classes at work by maintaining silence.
9. Students from one class shall not visit their friends in another classroom during class hours or free periods.
10. There should be no disturbance between the change of periods.

11. During an absence of the class teacher, class monitor is responsible for maintaining order and discipline of the students in his/her class.
12. No student is permitted to visit the Principal's office during class hours, except for any emergency.
13. No student shall leave the school premises during class hours or recess without the permission of the Principal. Students leaving the school campus in between the running school, without permission, will be dealt severely.
14. Students must leave the classroom immediately after the school hours have ended, so as to enable the helpers to do the cleaning.
15. No sort of collection, for any purpose whatsoever, shall be made in the school without the permission of the Principal.
16. Gifts to the teachers in school, at their residence or other demonstration in their honour is not permitted without the prior permission of the Principal.
17. No student is permitted to enter the teacher's staff room.
18. No teacher is allowed to conduct private classes, make any collection or carry out any activities for the students of the school without the permission of the management. Parents are requested to take note of this.
19. Students should take special care of school property, i.e., furniture and apparatus, etc. Any sort of damage or destruction to school property, caused by the student, will be recovered monetarily, in full, along with any penalty that is applicable.
20. Students ought to conduct themselves in a manner worthy of the dignity of a human being. Misbehavior justifies dismissal.
21. **No accessories of any kind will be allowed in school. Students have to follow a uniform code.**

LEAVE OF ABSENCE :

1. No leave of absence is granted except on previous written application from parents or guardians and only for genuine or serious reasons.
2. Unauthorised absence over a period of one week results in pupil to have his/her name struck off from the roll, and may not be re-admitted. In case re-admission is permitted, admission fees will have to be paid again.
3. **A pupil who returns to school after a contagious or infectious disease will have to produce a registered Doctor's Certificate stating that the period of quarantine is over.**

FEES RULES :

1. School & Bus Fees are applicable for all 12 months of the respective academic year (including May vacation month) and must be paid in said quarters of the year.
2. Pupils joining or leaving the school during any term will have to pay the fees for the full term.
3. "School fees and bus fees must be paid in advance for every quarter, by the last working day of the respective month. Failure to do so will result in a fine of Rs 10 per day. No parents are allowed to approach the principal for any concession regarding fines."
4. Fees should not be sent with the children and should be paid at the school office only.
5. Fee defaulters are not permitted to write the exams. Parents are responsible for any such consequences.
6. Fees can be paid in Cash or DD or NEFT/RTGS or UPI or Debit/Credit Card. No cheques will be accepted.
7. Fees should not be given to bus driver, attendant or any person other than the school office bearer. School cannot be held responsible for any such kind of loss.

BUS RULES :

1. The bus service provided by the school is 'a facility' to the best of our ability; we try to provide a good service and adhere to the given timings. However, school is in no way responsible for the bus arriving late or early, since road traffic and vehicle breakdowns are beyond our control.
2. The buses will run only on the routes and stops as indicated and no changes will be entertained.
3. Parents availing the bus service will have to continue it for the complete academic year and cannot be discontinued in between.
4. Bus fees has to be paid for all 12 months of the year, i.e., from April till March and has to be paid quarterly, in advance.
5. "Strict action will be taken against students for using abusive language or engaging in misbehavior with the driver or bus attendants. In case of repetitive complaints, the student may be permanently blacklisted from using the bus facility."
6. Any damage done to bus property will have to be completely compensated monetarily.
7. Only those students will be allowed to board the bus whose bus fees are paid regularly and no outstanding dues are left.
8. Bus fees must be paid in advance for every quarter, by the last working day of the respective month. Failure to do so will result in a fine of Rs. 10 per day.

RAILWAY CONCESSION :

1. Railway Concession Form is attached at the end of the school calendar. Parents are requested to state in writing the age of the child and particulars of the journey.
2. According to the instructions received from the Railway Board, the school is expected to fill in the particulars on the concession form. Hence, the form can be handed over to the parents only after two to three days of receiving the application from the parent.
3. Parents are requested to foresee their journey and apply for the concession form well in advance. Last minute applications will not be accepted. Long distance railway concession forms will be issued only to those children who are travelling to their hometowns after the official closing date of the school.
4. Railway Concession Forms will be charged at Rs. 20/- per form.

SCHOOL EXAMINATION & PROMOTION :

1. All the outstanding school and bus fees along with fines (if any) should be settled prior to the examinations, without which the exam slips would not be issued and examination will be not taken.
2. No student will be allowed to enter the examination hall without a valid exam slip.
3. No re-exams will be conducted for any absentees during the examinations, whatever may be the reason. Those absent from an examination, except for grave reasons, will be considered as 'failed'.
4. Absent in the whole examination involves total loss of marks; while absence in the test involves the loss of marks for those subjects and excludes the pupil from being reckoned in the order of merit in the examination.
5. Wilful breach of any of the regulations for the conduct of the examination is punishable with expulsion from the examination room. If this misdemeanor is discovered subsequently, the pupil will forfeit his/her marks.
6. During an examination, if any pupil is found copying or in possession of any material to copy, he/she will not be allowed to appear for the rest of the exams. This is left to the discretion of the Principal, depending upon the gravity of the situation.

7. Promotions are decided on the results of the semesters, unit tests and internal assessments.
8. A student failing to be promoted for next class will not be granted any concession fee for the ensuing year. He/She will be advised to change the Board or leave the School, if he/she fails twice in the same class.
9. Promotion refused will not be re-considered. Parents of the detained children will not be entertained for reconsideration of promotion or re-examination.
10. **Regardless of meeting the basic criteria for promotion in the final examinations, any pupil falling short of minimum 75% class attendance will be retained in the same class.**
11. Open House will be conducted for every examination for the parents to keep a check on the progress of their wards.
12. **Promotion policy for 5th, 8th and 9th :-**
A student will be eligible for promotion only if he/she secures minimum 33% marks in all scholastic subjects (written assessment) individually and in aggregate 36%. In all Co-scholastic subjects students should secure minimum grade C.

CELEBRATION OF IMPORTANT DAYS/FESTIVALS :

Republic Day and Independence Day are not just holidays, but are important days so as to celebrate the freedom for which we fought for many years. These special days bring the sense of patriotism, responsibility and unity in children. Children from all the classes are encouraged to actively participate in these functions.

In order to inculcate traditional and cultural values, we encourage children to celebrate all the cultural festivals like Diwali, Navratri, Christmas, Eid and others. This makes them learn co-operation, sharing joys, tolerance and respect towards other religions and most importantly, it helps us to pass on our heritage to the future generations.

GENERAL :

1. Parents should do their part in characteristic development of their children, by making sure that they are punctual, well-groomed, friendly, obedient and disciplined, as well as encourage them to take part in the activities of the school and by helping them to prepare their lessons as specified.
2. If parents do not want their child to take part in any of the sport or activity due to some health issue, they should inform the respective class teacher in writing.
3. In case the student meets with any kind of accident or injury inside the school premises or while in sports activity, school will not be held responsible. Though basic first aid will be provided to the student immediately, but later expenses related to the injury has to be borne by the parents only.
4. The school management reserves the right to add, alter, amend or delete any of these rules and the same shall be binding on the parents and pupils.

FOR PARENTS

1. Parents are requested to daily check school calendar and KPCEdu App.
2. Control the use of Mobile / Computer / T.V. while encourage the child to read more thus enhancing their general knowledge.
3. Give him/her opportunity to play outdoor for at least an hour every day.
4. Send your ward regularly and in time to the school.
5. Inculcate the habit of self-dependence from childhood.
6. Inculcate good eating habits.
7. Help him/her to develop some hobbies.
8. Make conscious effort for the cleanliness of your ward (cleaning the teeth, eyes and nose, cutting nails, bathing, dressing up etc).
9. Please do visit the School during Open House to meet the teachers and talk to them about the progress of your ward.
10. Make time schedule for his / her study and try to keep it up every day.

We, at K.P.C. Public School, welcome parents and guardians to help us build and create responsible citizens for tomorrow.



Form Application For Railway Concession

Reg. No. _____

Date _____

To,
The Principal
K.P.C. PUBLIC SCHOOL
Kharghar.

Respected Sir/Madam,

Please furnish me with a railway concession form for my daughter / son /
ward _____ in Std. _____ He/She

is _____ years old. He/She will be going to _____

_____ (Hometown) _____

(Name of Station) _____ and will board the train

at _____

Station _____ (Name of Station)

and Return Tickets will be booked from _____

(Station from where return tickets are to be booked,

Yours faithfully,

Parent / Guardian

(See page 17, for rules of railway concession)

Date of Birth _____

Home Town Address _____

Perforation Page

Form Application For Railway Concession

Reg. No. _____

Date _____

To,

The Principal

K.P.C. PUBLIC SCHOOL

Kharghar.

Respected Sir/Madam,

Please furnish me with a railway concession form for my daughter / son /
ward _____ in Std. _____ He/She

is _____ years old. He/She will be going to _____

_____ (Hometown) _____

(Name of Station) _____ and will board the train

at _____

Station _____ (Name of Station)

and Return Tickets will be booked from _____

(Station from where return tickets are to be booked,

Yours faithfully,

Parent / Guardian

(See page 17, for rules of railway concession)

Date of Birth _____

Home Town Address _____

Perforation Page

**Form Application
For a LEAVING CERTIFICATE**

Reg. No. _____

Date _____

To,

The Principal,

K.P.C. PUBLIC SCHOOL

Kharghar.

Respected Sir/Madam,

Please furnish me with the Leaving Certificate of my child/ward. The necessary particulars are given below.

Name of the student _____

Class in which studying _____

Date of leaving school _____

Name and address of the new school _____

Parent / Gaurdian Signature _____

NOTE :

1. A month notice is to be given before the withdrawal of a pupil.
2. Those children joining or leaving the School during any term will have to pay the fees for the full term.
3. No Leaving Certificate is given untill all sums due to the School have been paid in full.

P e r f o r a t i o n P a g e

Declaration Form

To,
The Principal,
K.P.C. PUBLIC SCHOOL
Kharghar.

Respected Sir/Madam,

I _____ hereby state
(Name of the Parent/Gaurdian)

that I have read all the rules and regulations given in the Calendar and
I hereby agree to abide by the same.

Thanking you,

Signature

Name of the Student : _____

Std. : _____

P e r f o r a t i o n P a g e

