



# SHRI CHANDRABADANI PUBLIC SCHOOL

Pujar Gaown, Hindolakhal, Tehri Garhwal



## Aim of the SCPS

1. The aim of the SCPS is to impart sound education by forming in the student, habits of piety, virtue, discipline and self-reliance, during the years of their studies.
2. The method of education followed in the school is the Preventive System, taught and practiced by CBSE Norms and state board. It is based on equity, loving kindness and faith in the constitution of India rather region, Religion and caste or any social divides.



## Courses of studies in SCPS

1. The SCPS prepares the students for the CBSE based Examination in the following subjects: English, Hindi, Mathematics, Science, Social Studies, Environmental Education and Computer Application
2. The school is looking forward for the upcoming session for class XI-XII under CBSE
3. We are planning to have Smart classes, integrated laboratory and planning English lab in forthcoming session.
4. SCPS is running musical instruments and hands-on in various instrumental learning at school and school band will be launched soon this year.
5. SCPS is being an English-Medium School, makes every effort to teach the students to use English effectively, as a written and spoken language.
6. Hindi, however, is compulsory subjects as Indian languages, in the language scheme of secondary education.
7. All students must attend classes of Moral Science, which deal with moral principles, values and rules of conduct.
8. The student's personality, initiative and originality are given full scope in creative or co-curricular activities and by involvement and participation in youth movements, clubs, sports and games.

## Admission

1. Applications for admissions are accepted from students of all faiths.
2. Parents are asked to fill in the Admission Form with the utmost accuracy. No subsequent changes will be permitted.
3. A candidate who has attended a recognized school must also produce a Transfer Certificate.
4. While seeking admission to a class the candidates will be examined on the senior section syllabus of the previous class while in primary school it will be just as per GOI and state norms.
6. The school / Principal is the final authority in granting admissions.

## WITHDRAWAL AND DISMISSAL

1. From the month of July, any student applying for a TC will have to pay the whole year's fees before the TC can be given.
2. No certificate will be issued until all dues to the school have been paid in full and only on receipt of a written application to the Principal, from the parent/guardian.
3. Students whose attendance is irregular, who do not pay their fees, who are habitually late or absent, lazy or disobedient, whose conduct is injurious to the moral tone of the school or incompatible with strict discipline, may be dismissed.
6. Two General Observations would amount to one General Remark, which is a very serious breach of discipline. An Observation is given in case of a minor breach of discipline.
7. The student / Principal's decision is final in all cases of dismissal or withdrawal.



## School Fee

1. The school fees cover twelve calendar months and may be paid in monthly instalments or in advance. No reduction is made for holidays. Students are liable to be charged full fees as long as their names are officially on the rolls.
2. The fees, if paid monthly, must be paid on or before the due date, failing which a late fee of Rs15/- will be levied up to the end of the month and thereafter Rs20/- per month cumulatively.
3. Fees for the holiday months must be paid before the school closes. All dues must be paid before the school year ends.
4. The school reserves the right to increase the fees at any time of the year if an increment is considered necessary. Five to ten percent annual increase in the tuition fee or any other fees is normal.



## SCHOOL UNIFORM

1. Every student must wear a clean, complete and correct uniform daily. Uniform is compulsory for school activities, both curricular and co-curricular. Defaulters may be penalized or sent back home. Whenever the complete or correct uniform cannot be worn, permission to attend school must be obtained in the Regularity Record under 'Communication from Parents', in the school diary.
2. The uniform will be as per prescribed by the school according to the session and season of the calendar year along with school monogram stitched in the uniform. Sports and annual days may be in different costumes for all and it will be informed in advance by the head of school.
3. The grey pant material, the belt, the school monogram, the tie, pullover, and the blazer.

## Assessment & Promotion

1. Promotion at the end of the year will be based on overall conduct record, attendance, continuous assessment in every subject and on the work done during the year or as per guidelines of CBSE.
2. For students who are absent for any Assessment or Unit Test, provision can be made for supplementary examination/test if its in provision of CBSE
3. Attendance for internal assessments for classes VI & X is compulsory. No exceptions can be made in this regard.
4. Failure to appear at any assessment can seriously affect a student's academic progress and promotion.
5. A student who has missed a unit test / assessment due to sickness and a leave has been sanctioned against a written application on the day of examination with proper medical certificate, will be awarded 75% of the total marks secured in the assessment / unit test of the subject under consideration in the other term.
6. There is no arrangement for "re-examination" or "promotion on trial" EXCEPT unavoidable circumstances

## FOR PARENTS / GUARDIANS

1. Parents retain their rights and duties in the education of their children, even though they delegate them in part to the school. The support and collaboration of parents, is in all cases considered indispensable for the success of the work of education carried out by the school.
2. Parent's POSITIVE COOPERATION with the school is absolutely essential for the constructive upbringing of their son/ward. By regularly meeting the Principal / Vice Principal / Asst. Principal and Teachers to discuss the progress of their wards.
3. Periodical reports, and the Report Card, will keep parents' guardians informed of the progress of their wards.
4. Ordinarily communication with parents / guardians is made through the School Diary. Prior to the days marked as "Inspection of School Diaries", the School Diary must be checked by the parents and duly signed.



## Regularity Record (Absence, Leave, Delay)

1. Absence from the school without leave is not accepted, except when the cause is sudden illness or unforeseen circumstances, in which case information must be given at the earliest.
2. After an absence from the class/school, the reason for the same must be entered briefly by the parent in the calendar, under 'Absent' of the Regularity Record. Reasons of a personal nature may be submitted through a letter.
3. If an unauthorized absence from school exceeds 15 calendar days, the student's name may be struck off the rolls and he may not be re-admitted to the school.
4. An absence due to illness for two or more days, besides being entered in the Regularity Record under 'Absent', must be accompanied by a doctor's prescription. For an absence of three or more days, a 'Leave' must be taken from school.
5. Leave for religious ceremonies or special occasions must be obtained beforehand. However, no average marks will be given if one avails of this leave.
6. Leave of absence for reasons as birthdays, excursions, festivals, wedding, time to study for an examination, is not considered sufficient.
7. A leave granted, must be recorded under 'Leave', of the Regularity Record in the calendar. This must be signed by the Vice- Principal/Asst. Principal on returning to school, the 'Leave Sanctioned' must be counter signed by the Vice/Asst. Principal.
8. Early Departure: It is availed when there is an emergency at home or when a student gets sick in the school. It is not granted to those who come from home, sick.
9. In case a child falls sick or meets with any accident in the school premises, he can be helped with immediate first aid only. The parents will be informed and are expected to come and attend to their ward immediately. It is important to inform the school in writing, about any change in the phone numbers and residential address of the parents.



# P rospectus

Visit us  
<http://chandrabadanipublicschool.in/>

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