

APEEJAY



SCHOOL

BG-180, Sector - II, Salt Lake, Kolkata - 700091 Ph.: 033 2321 5151/2334 3465
Email : principal.saltlake@apeejayschool.com
www.apeejayschool.in

PASTE
STAMP
SIZE
PHOTO

(Please do
not Staple)

STUDENT'S PROFILE PAGE 2024-25

Name
Date of Birth Code No.
Class Section Mode of Transport
Category: Gen/SC/ST/OBC (Please Tick)
Students Class walk id
Students MCB id.....
Aadhar Card No.
Address
.....
Phone No. (Resi.) Off.
Phone No. for SMS Service
Father's Name Occupation
Father's Aadhar Card No.
Office Address
Mobile Email
Mother's Name Occupation
Mother's Aadhar Card No.
Office Address
Mobile Email
Student's Blood Group
Vaccination Details
Any Medical Conditions or allergies
In case of emergencies contact number

Note - Kindly inform the change in phone numbers to the class teacher for clear communication and for contact during emergencies.

I have read the school diary carefully and agree to abide by the rules & regulations of the School.

Signature
Father Mother Guardian

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Mother

Guardian

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Any Medical Conditions or allergies
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Signature
Father Mother Guardian

MEDICAL CHART OF THE STUDENT

APEEJAY SCHOOL

BG-180, Sector - II, Salt Lake
Kolkata - 700091

Name

Date of Birth

Code No.

Sex Blood Group

Medical condition if any

Allergic to (if applicable)

Vaccines taken

Dental Health

Eye Care

Sibling in school (if applicable)

In case of emergencies contact number

Any other medical information which the school should know

.....

CONTENTS

	Page No.
1. Vision & Mission Statement	1
2. Objectives of Apeejay School	4
3. National Anthem	5
4. The Preamble	6
5. School Anthem	7
6. Hindi Hymn	8
7. Bengali Hymn	9
8. English Hymn	10
9. Prayer	11
10. Duties of a student	12
11. Time Table	14
12. Syllabus	16
13. My Teachers	24
14. Students Absence Record	25
15. Parent/Teacher Communication Record	29
16. Misconduct Record	31
17. Word of Caution	33
18. Student's Late Attendance Record	35
19. Books that I have Read	37
20. Calendar (2024-2025)	39
21. Prospectus	41
22. School Regulations and Directions	42
23. General Information	46
24. To Mother Earth... with Love	53
25. School Calendar	54
26. Values Calendar	57
27. Topic for Class Soft Board	59
28. Co-Curricular Calendar	60
29. Sports Calendar	62
30. Marks Obtained	176

VISION AND MISSION FOR OUR SCHOOL

Our vision is to educate our children, not merely for living but for life. A life lived meaningfully, purposefully, positively and propelling towards the intended goal is fulfilling. Children under our guidance achieve such a consummate life and aim for the so called 'impossible', bolstered by strong willpower, compassion, adaptability, insight and focus. The character so formed gives them the strength and acumen to achieve their goals.

Academic excellence, compounded with life skills definitely, develops the forte for this pursuit of life.. A child after 14 years of education in Apeejay School develops a spirit of universal humanism, temperance, sustainable goals and a cosmic vision that Swami Vivekananda propounded. His words, "Education is not the amount of information that is put into your mind and runs riot there, undigested all through your life. Education as we visualize has to play a catalytic role where it enables a learner to pursue and discover the mode, the matter and the material, their context, their relevance and their utility in their own way', rings true for Apeejians.

Our emphasis is on building a world without boundaries - a world where people exist in symbiotic relation amidst amity, love and peace.

Our Mission is to achieve the above mentioned benchmark.

1. We take appropriate steps to make learning an enjoyable and a stress free pursuit.
2. a) Multi-dimensional child's approach to education, challenging topics made interesting through computer aided education, experiential and experimental learning that augments intellectual and emotional growth.
- b) Continuous training programme and workshops undertaken by teachers to upgrade their knowledge that help evolve a technique for proactive teaching.
- 3.a) Multiple intelligence, and cognitive learning is given equal importance. Alongside, emotional empowerment, physical excellence and ethical and moral stability being important for intellectual growth, is also emphasized upon.
- b) The values of sharing and caring through various social service programmes, simultaneously enhance collaborative attitude.

c) Forging ahead even in adverse circumstance with alacrity, facing challenges with equanimity and creating convivial ambience for growth is what our children learn through multifarious co-curricular activities.

4. Education is a continuing process for learning is endless. The world is witnessing rapid changes in all spheres of human activities. Therefore, it has become incumbent on us (teachers) to equip ourselves adequately, to cope with challenges of globalization and technological revolution. Hence, a continuous process of quality enhancement becomes essentially important to sustain progress.

To bring about the above the following activities are undertaken

Proactive parenting seminars/ orientation.

Workshops for teachers on varied aspects of learning process.

Career counselling workshops for students.

LMS (Learning Management Skill) training,

Training for MCB and Extramarks

Training programme to orient teachers to efficiently interact with children with special needs (CWSN).

Upgrading and enhancing skills for using advanced technology for class functioning operation.

AI (Artificial Intelligence) training is aimed at making teachers use AI tools for teaching learning purpose.

5. School is an interactive community - a microcosmic society in itself. In this society the child is the focus surrounded by parents, teachers and the school environment on three sides that forms a dynamic triangle of interpersonal relationship. Parents inclusivity is encouraged in following ways:

Active participation of parents at Parent Teacher Meeting, held four times in a year.

Open house week for parents where they observe the teaching pattern of the school (held once every term).

Parents are involved in all major school activities such as Annual concerts, Annual sports, exhibitions, school assembly and various community outreach

programmes taken up by the students.

The CBSE board has always been supportive and far sighted in its vision to strengthen the performance of the Children with special needs. As per the UNESCO (2009) definition, 'Inclusive education is a process of strengthening the capacity of the education system to reach out to all learners,

As an overall principle, it guides all education policies and practices, as education is basic human right and the foundation for a more just and equal society.

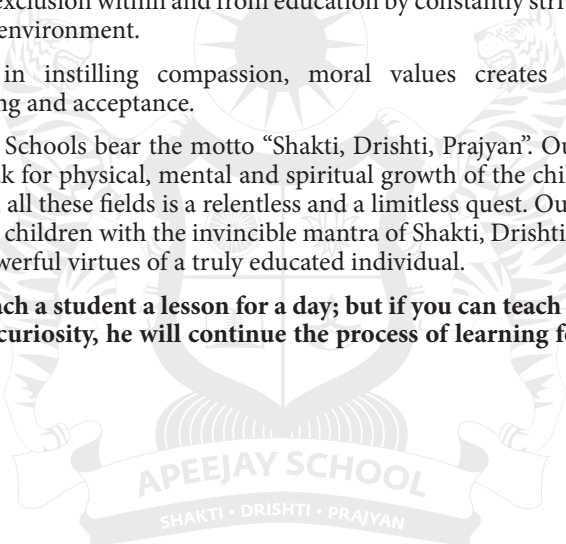
Hence, we, at Apeejay Schools, are taking an initiative of addressing and responding to the diversity of needs of all children and youth through increasing participation in learning, culture and communities and reducing and eliminating exclusion within and from education by constantly striving to create an inclusive environment.

Our effort in instilling compassion, moral values creates a bridge of understanding and acceptance.

The Apeejay Schools bear the motto "Shakti, Drishti, Prajyan". Our effort is to scale the peak for physical, mental and spiritual growth of the child. Pursuit of excellence in all these fields is a relentless and a limitless quest. Our Vision is to equip all our children with the invincible mantra of Shakti, Drishti and Prajyan, the three powerful virtues of a truly educated individual.

"You can teach a student a lesson for a day; but if you can teach him to learn by creating curiosity, he will continue the process of learning for as long as he lives."

Bedford



OBJECTIVES OF APEEJAY SCHOOL

Aim at quality education and pursuit of excellence in all fields and in life itself.

Propagate patriotic, social and ethical values for a responsive citizenship.

Ensure physical, mental and moral growth of the students and create in them a zest for learning.

Enlarge the mental horizons and broaden the outlook of the students through training in cooperation, consideration, team spirit and service.

Judiciously arouse their aesthetic sense and inculcate habits of personal as well as social hygiene for a happy and healthy life.

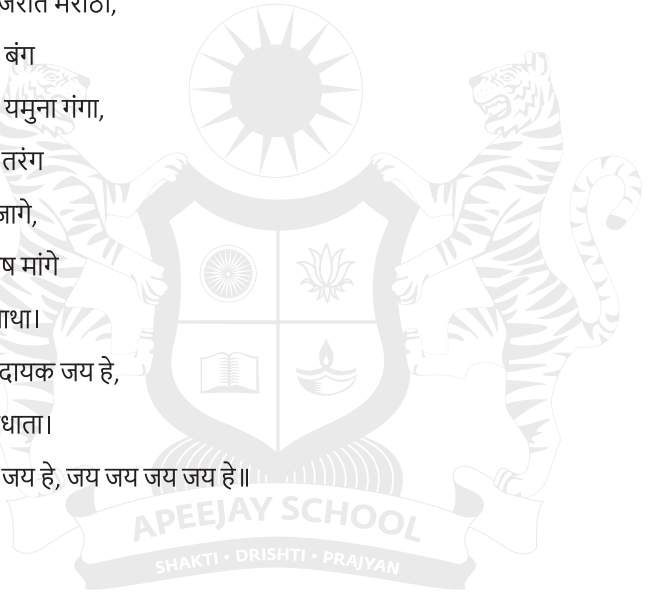
Assist them to enjoy their leisure through healthy recreational activities and hobbies as well as correct reading habits for a lifetime of pleasure and joy.

Youthful energies to be properly channelized towards creativity and self-actualization.

राष्ट्रीय गान

-रवींद्रनाथ टैगोर

जन गण मन अधिनायक जय हे,
भारत भाग्य विधाता।
पंजाब सिन्धु गुजरात मराठा,
द्राविड़ उत्कल बंग
विंध्य हिमाचल यमुना गंगा,
उच्छल जलधि तरंग
तब शुभ नामे जागे,
तब शुभ आशिष मांगे
गाहे तब जय गाथा।
जन गण मंगलदायक जय हे,
भारत भाग्य विधाता।
जय हे, जय हे, जय हे, जय जय जय जय हे॥



THE 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 :

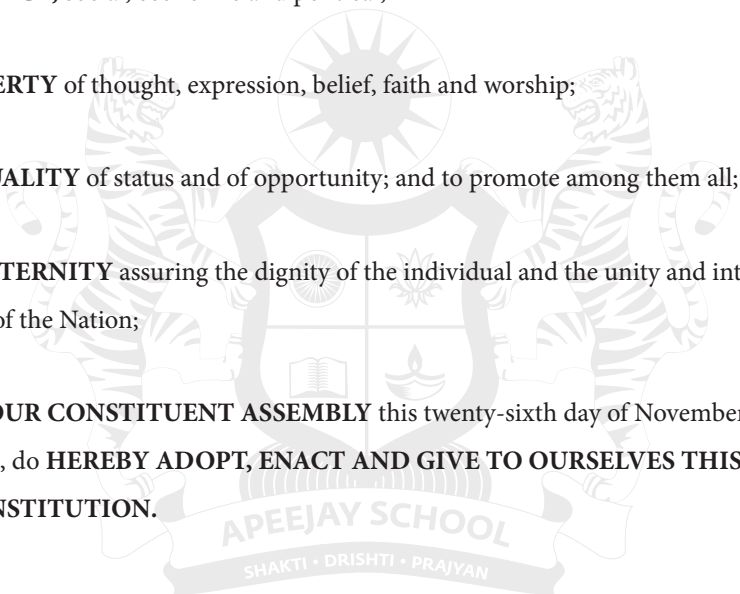
JUSTICE, social, economic and political;

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.**



SCHOOL ANTHEM

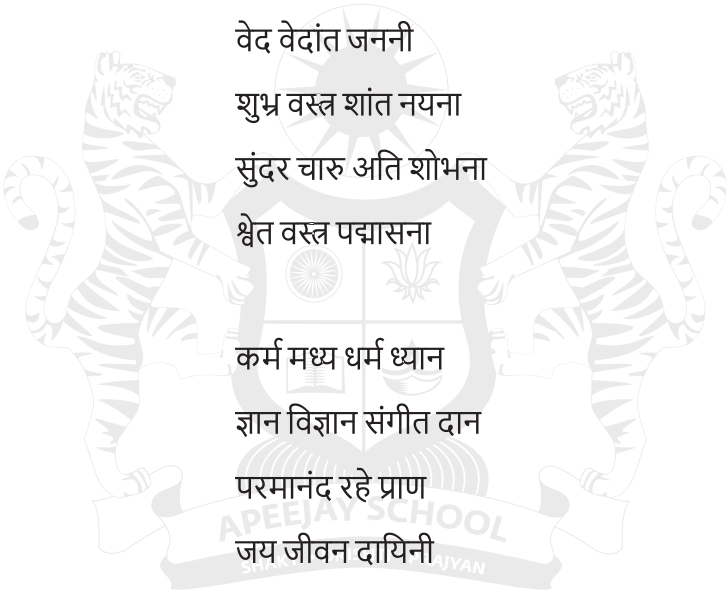
SOARING HIGH APEEJAY

1. Higher and Higher even to the skies
Soaring high is the motto of our School
For Virtue in our lives forever we will strive
Soaring high, soaring high, soaring high.

With a heart full of love
And a hand that carries peace
Apeejay we will chant to the world
Our founder's name will ring
As we laurels to him bring
Apeejay-the best school in the land
2. Like a beacon in the night
A tower shining bright
We will spread afar-sunny rays of light
Our banner we'll raise high waving up into the sky
Soaring high, soaring high, soaring high
3. And ere life's toil is done
We'll dream of battles won
In classrooms and fields of Apeejay
Our Alma Mater dear
Her own will ever cheer
Soaring high, soaring high, soaring high

वाणी वंदना

जय जय ज्ञान प्रदायिनी
जय मां शारदा अभय वरदा



वेद वेदांत जननी
शुभ्र वस्त्र शांत नयना
सुंदर चारु अति शोभना
श्वेत वस्त्र पद्मासना
कर्म मध्य धर्म ध्यान
ज्ञान विज्ञान संगीत दान
परमानंद रहे प्राण
जय जीवन दायिनी

वीणा कर में सुर झंकारी
सारे जग में पुलक संचारी
नंदित जन वंदित तू ही
जय प्रकाश रूपिनी ॥

প্রার্থনা সংগীত

আনন্দলোকে মঙ্গলালোকে বিরাজ সত্য সুন্দর।।

মহিমা তব উদ্ভাসিত মহাগগনমাঝে,

বিশ্বজগত মণিভূষণ বেষ্টিত চরণে।।

গ্রহতারক চন্দ্রতপন ব্যাকুল দ্রুত বেগে

করিছে পান,করিছে স্নান,অক্ষয় কিরণে।।

ধরণী'পর ঝরে নির্ঝর,মোহন মধু শোভা

ফুল পল্লব-গীতগন্ধ-সুন্দর বরনে।।

বহে জীবন রজনীদিন চিরনূতনধারা,

করুণা তব অবিশ্রাম জনমে মরণে।।

স্নেহ প্রেম দয়া ভক্তি কোমল করে প্রাণ,

কত সান্ত্বনা করো বর্ষণ সন্তাপহরণে।।

জগতে তব কী মহোৎসব, বন্দন করে বিশ্ব

শ্রীসম্পদ ভূমাস্পদে নির্ভয়শরণে।।

ALL THINGS BRIGHT AND BEAUTIFUL

All things bright and beautiful,
All creatures great and small,
All things wise and wonderful,
The Lord God made them all.

Each little flower that opens,
Each little bird that sings,
He made their glowing colours,
He made their tiny wings.

The purple headed mountain,
The river running by,
The sunset and the morning,
That brightens up the sky;

The cold wind in the winter,
The pleasant summer sun,
The ripe fruits in the garden,
He made them every one.

He gave us eyes to see them,
And lips that we might tell
How great is God Almighty,
Who has made all things well.

PRAYER

Our Father, who art in heaven

Hallows 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 those who trespasses
as we forgive those who trespass against us.

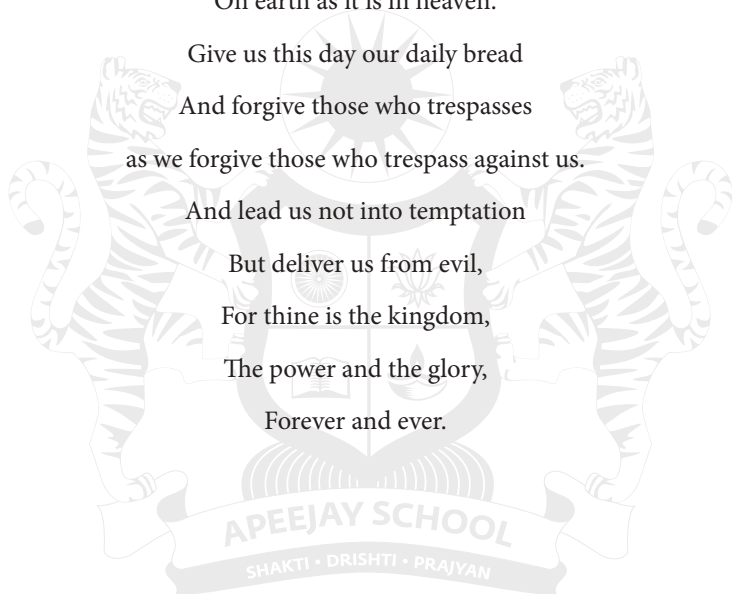
And lead us not into temptation

But deliver us from evil,

For thine is the kingdom,

The power and the glory,

Forever and ever.



DUTIES OF A STUDENT

Acquire knowledge persistently in order to become an educated and cultured citizen.

Be accurate in taking down notes, assignments for homework and schedules for the next lessons. Attempt homework unaided and keep parents well-informed about the school assignments.

Cherish the honour of the nation, school, family and one's own and defend it through one's deeds, work and training

Desist from the use of coarse expressions and all such activities which may affect self-honour.

Enter the classroom and take one's place immediately after the bell rings. During the lesson, enter or leave the classroom only when it is urgent and, with the teacher's permission.

Feel proud & smart at being well-groomed and neatly dressed

Greet fellow students, teachers and elders with polite salutations. Be respectful to everyone.

Help the helpless and the weak when they need and be of assistance to all and sundry.

Inculcate the habit of keeping your School Identity Card, Library Card, School Diary and Progress Report Card carefully and produce them whenever required.

Judge others not by their looks but by their work, manners and helpful nature.

Keep your space in the classroom and the surroundings neat and tidy.

Lay aside indolence; launch a campaign for punctuality.

Maintain order and cleanliness at home and in the classroom.

Note down your difficulties for clarification and be ready for the lesson before the teacher arrives.

Obey the instruction of the Principal and teachers of the school as well as of one's parents and seniors.

Protect school property, personal belongings and belongings of others.

Queue up while awaiting your turn or when moving in the corridors of the school.

Remember to stand up when a teacher, the Principal or a visitor enters or leaves the room.

Sit upright during the lesson. It helps to concentrate on the lesson. Do not lean on the elbows or slouch.

Treat all peers, teachers and seniors with respect, fairness and dignity.

Use the computer network to only transmit material that is not in violation of state, federal or international law.

Value friendship for what there is in it, not for what can be got out of it.

Welcome challenges to develop positive attitudes.

Xenophilia is taking us away from the roots, so respect your roots.

Your failure should not define you but should empower you.

Zealous approach towards one's work, studies and responsibilities which guide our tomorrow.

CLASS TIME TABLE 2024 -2025

DAYS	1st Period	2nd Period	3rd Period	4th Period	5th Period	6th Period	7th Period	8th Period
Mon								
Tue								
Wed								
Thurs								
Fri								

CLASS TIME TABLE 2024 -2025

DAYS	1st Period	2nd Period	3rd Period	4th Period	5th Period	6th Period	7th Period	8th Period
Mon								
Tue								
Wed								
Thurs								
Fri								

SYLLABUS FOR 1st TERM



SYLLABUS FOR 1st TERM



SYLLABUS FOR 1st TERM



SYLLABUS FOR 1st TERM



SYLLABUS FOR FINAL TERM



SYLLABUS FOR FINAL TERM



SYLLABUS FOR FINAL TERM



SYLLABUS FOR FINAL TERM



MY TEACHERS

Class Teacher : _____

Subject Teachers : _____

English : _____

Mathematics : _____

Science/EVS : _____

Social Studies : _____

Second Language : _____

Third Language : _____

Computer/AI : _____

General Knowledge : _____

Moral Science : _____

Music : _____

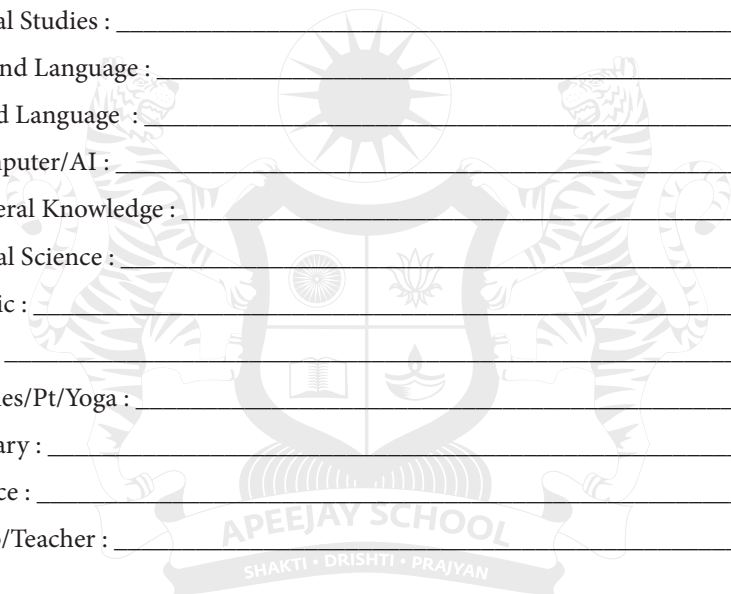
Art : _____

Games/Pt/Yoga : _____

Library : _____

Dance : _____

Club/Teacher : _____



STUDENT'S ABSENCE RECORD

Date of Absence	REASON (With Guardian's Signature and date)	Teacher's Signature
		

STUDENT'S ABSENCE RECORD

Date of Absence	REASON (With Guardian's Signature and date)	Teacher's Signature
		

STUDENT'S ABSENCE RECORD

Date of Absence	REASON (With Guardian's Signature and date)	Teacher's Signature
		

STUDENT'S ABSENCE RECORD

Date of Absence	REASON (With Guardian's Signature and date)	Teacher's Signature
		

PARENT/TEACHER COMMUNICATION RECORD

Date	Remark/Comment	Teacher's Signature	Parent's Signature
			

PARENT/TEACHER COMMUNICATION RECORD

Date	Remark/Comment	Teacher's Signature	Parent's Signature
			

Name Class

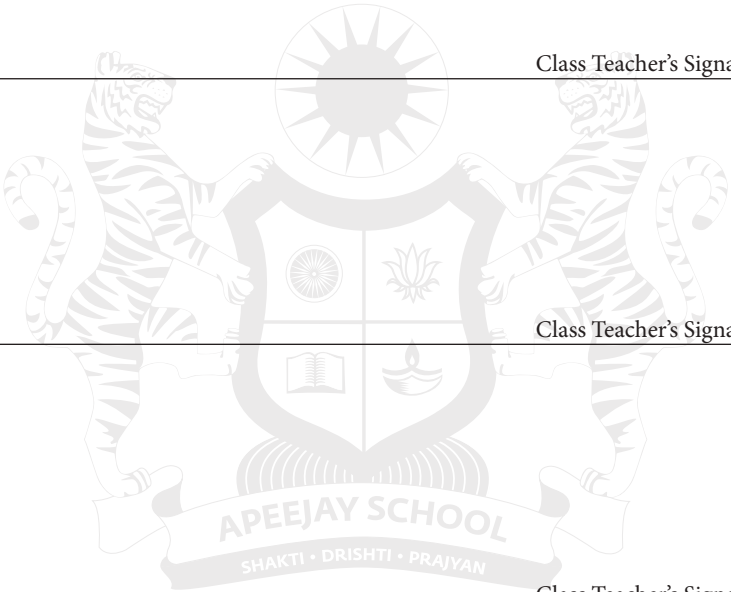
[illegible]

Name

Class

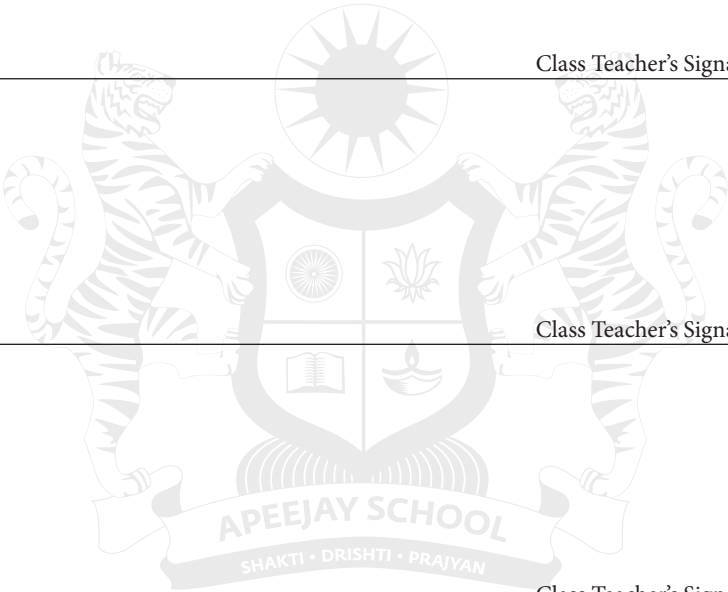
WORD OF CAUTION

Name Class Sec. Roll No.

1st		
2nd		Class Teacher's Signature
3rd		Class Teacher's Signature
Action taken		Class Teacher's Signature
Vice-Principal's Signature		Principal's Signature

WORD OF CAUTION

Name Class Sec. Roll No.

1st		
2nd		Class Teacher's Signature
3rd		Class Teacher's Signature
Action taken		Class Teacher's Signature
Vice-Principal's Signature		Principal's Signature

STUDENT'S LATE ATTENDANCE RECORD

Date	Teacher's Signature	Parent's Signature
	 <p>The logo of Apeejay School is centered in the middle cell. It features a shield with four quadrants: top-left has a sun, top-right has a lotus, bottom-left has an open book, and bottom-right has a lamp. The shield is flanked by two tigers. Above the shield is a large sun with rays. Below the shield is a banner that reads 'APEEJAY SCHOOL' and 'SHAKTI • DRISHTI • PRAJYAN'.</p>	

STUDENT'S LATE ATTENDANCE RECORD

Date	Teacher's Signature	Parent's Signature
		

Books that I have Read-1st Term (Library Activity)

Date	Name of the Book	Author	Remarks
From To			
From To			
From To			
From To			
From To			

Books that I have Read-Final Term (Library Activity)

Date	Name of the Book	Author	Remarks
From To			
From To			
From To			
From To			
From To			

2024

JANUARY

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

FEBRUARY

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29			

MARCH

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

APRIL

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

MAY

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

JUNE

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

JULY

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

AUGUST

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

SEPTEMBER

M	T	W	T	F	S	S
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

OCTOBER

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

NOVEMBER

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

DECEMBER

M	T	W	T	F	S	S
30	31					1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

2025

JANUARY

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

FEBRUARY

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28		

MARCH

M	T	W	T	F	S	S
31					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

APRIL

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MAY

M	T	W	T	F	S	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

JUNE

M	T	W	T	F	S	S
30						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29

JULY

M	T	W	T	F	S	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

AUGUST

M	T	W	T	F	S	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

OCTOBER

M	T	W	T	F	S	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

NOVEMBER

M	T	W	T	F	S	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

DECEMBER

M	T	W	T	F	S	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

PROSPECTUS

APEEJAY SCHOOL

SALT LAKE

Apeejay School, Salt Lake, is an initiative by the registered body “Apeejay Education Trust”. This is backed by the great Industrial House of Amin Chand Pyare Lal. Their keen interest in encouraging educational and cultural activities in India is well - known by the fact that there are many schools run by this well-known House.

Aims: Apeejay School is a co-educational English Medium School. The aim of the school is to impart a sound, all round, education for the harmonious growth of the child so as to enable him/her to become a worthy citizen of this great land. The school lays special emphasis on Indian culture and moral education. It expects students to be fully equipped to face different challenges of life.

ACADEMIC YEAR : April 2024 to March 2025.

Medium of Instruction : English

CLASSES : Nursery to Class XII

School Timings

Monday to Friday

Nursery - UKG : 8.15 a.m. - 11.45 a.m. (Monday - Friday)

I – II : 8.15 a.m. - 12.00 noon (Monday - Friday)

III - XII : 8.15 a.m. - 2.20 p.m. (Monday - Friday)

In the event of the school being closed on any working Saturday which are 2nd and 4th, another Saturday (not listed) shall be considered to be working.

April	–	13th, 27th
May	–	11th
June	–	15th, 29th
July	–	13th, 27th
August	–	10th, 31st
September	–	14th, 28th
October	–	19th
November	–	9th, 23rd
December	–	14th
January	–	11th, 25th
February	–	1st, 22nd

Rules and Regulations

1. The School diary published each year under the authority of the School, is an integral part of a student's life, hence it must be in the possession of every Student and he/she should carry it to the School every day.
2. The School has introduced Learning Management Systems (MCB) for all Academic Years which has facilitated streamlining the learning process by providing a central location for online access to school materials. Students and Parents must check their E-Mail, WhatsApp, MCB, and Class Walk ID regularly to access various School updates, notices, and circulars.
3. The School provides opportunities and encourages Students to appear in various competitive examinations conducted nationally and internationally, including but not limited to:
 - a) NTSE: National Talent Search Examination
 - b) SOF: Science Olympiad Foundation
 - c) KVPY: Kishore Vaigyanik Protsahan Yojana
 - d) Spell-a-thon
 - e) IAPT: Indian Association of Physics Teachers
 - f) JBNSTS: Junior Scholarship Test
 - g) JBNSTS: Senior Scholarship Test
 - h) KAMP-CSIR: Knowledge and Awareness Mapping Platform.
 - i) National Scholarship Examination by NICE Foundation.
4. The School encourages inclusive practices and believes in giving equal and adequate learning opportunities to all students including Children with Special Needs (CWSN). In this direction, the School has always provided Special Educators and

Counsellors for creating an ambiance of inclusiveness as per CBSE guidelines/norms.

5. School fees need to be paid on time and part payment is not allowed. A Late Fee of Rs. 400/- will be applicable for delay in payment. Nonpayment of Fees within 30 days from the last payment date, could result in the student's name being withdrawn from the school rolls. The Parent will have to reapply for admission to the School Management Committee, through the School Principal for approval. A re-admission Fee of 50% of the admission Fee will be applicable along with the School Fees in such cases once approved by the School Management Committee.
6. Parents must specify student details and payment information in the remarks section while using online mode. Late payments beyond the specified deadline even on weekends (Saturday & Sunday), will incur applicable late fine.
7. Non- negotiable adherence to all school –set deadlines, including payments and submissions.
8. The School Management Committee will review the School Fee yearly.
9. In the event of a student leaving the School before the completion of the session, the parent may apply to the School Principal to claim for pro rata return of the tuition fee only.
10. School reserves the right to take photographs for the sake of documentation and records for various academic and co-scholastic activities.
11. All the students must extend cooperation in taking care of all the property of the school and shall be required to abide by the following:
 - a) School property is to be handled with proper care and caution.
 - b) Students should not scratch or spoil the desks, benches or chairs.
 - c) No student should damage the assets of the School (furniture/electrical items/ laboratory items) or the belongings of others. Damage caused even by accident should be re- ported at once to the Class Teacher. The School reserves the right to recover the dues for expenses incurred towards this damage from the parent of the concerned ward.
 - d) The students should not write or draw anything on the walls/tables. Graffiti in any Manner is strictly prohibited.
12.
 - a) Electronic gadgets including mobiles, i-pod, PlayStations, audio/video players, cameras, etc. are not permitted inside the School premises as per CBSE guidelines. If found, the articles will be confiscated and handed over to the parent. A repeat of the same offence may be viewed strictly and appropriate action may be initiated by the School Principal.
 - b) Unauthorised Photography/Videography is not allowed in the School.
13. Students should be neatly dressed in proper School uniform and immaculately turned out.

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14. Spikes, long sideburns, coloured/streaked hair are not allowed for any Student.
 15. Girls should abstain from applying nail polish, mehendi, and wearing fancy earrings.
 16. Attendance is compulsory on the opening day after any vacation.
 17. Mandatory 75% attendance; failure to comply may result in academic consequences.
 18. Students are not permitted to enter their class after a day's leave without the sanction of the Principal if a letter stating the reason for leave from parents is not presented.
 19. If Students remain absent for more than three consecutive days on medical grounds, he/she must submit a leave letter addressed to the Principal citing the reason for absence and must attach a medical certificate issued by a practicing doctor, if applicable.
 20. Students who are absent for more than a week will not be permitted to attend school without the Parents accompanying the Student and meeting the School Principal, along with evidence/supporting documents showing reasons for such absenteeism.
 21. Students will be marked late in his/her diary in case of late entry to School. On being late for three days in the same month the parents will be informed by the office staff and the Student would be permitted to attend School post a face-to-face meeting between the Parents and the School Principal.
 22. Students are not allowed to bring gifts for friends or teachers on any occasion.
 23. Student is not permitted to appear for tests/grades if he/she does not stay for the entire duration of School hours. If the Student is fit to give a test, he /she can manage to attend full School.
 24. Students shall not resort to unfair means during examinations. Rules, regulations, and/or guidelines as prescribed by CBSE from time to time shall be applied for all cases of unfair means.
 25. No books, periodicals or newspapers, pen drives, CDs/DVDs etc. of an objectionable nature should be brought to School.
 26. The School campus and the Classrooms are to be kept clean. Students at all times must use the dust bins to throw trash/waste.
 27. It is mandatory for all Students to use the demarcated washrooms for Boys and Girls and practice good hygiene habits during School hours.
 28. Use of abusive language or improper behaviour such as whistling or shouting is not permitted on the School premises.
 29. The School follows a strict policy of NO BULLYING.
 30. Students cannot burst crackers or splash colours within the School.
 31. Upon emergency, the Students may be permitted to use/attend office telephone with the prior permission of the Office-in-charge.
 32. Parents should regularly monitor the online and offline usage of technology by their kids to inculcate cyber discipline and appropriate behavior.

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33. Parents should attend the School PTM's or any other meetings as called for by the Class teacher, coordinator, or Principal to help as partners towards the child's development and needs.
 34. Parents should refrain from entering the classrooms during working hours & taking their wards half day / or for early leave as it leads to a direct impact on the student's academics and progress.
 35. Parents can convey their concerns to School through Almanac or email to the respective class teachers. The concern can be escalated to the coordinator/Vice Principal / Principal if not resolved at the appropriate level. Parent may give 72 hours at each level for the respective staff to look into and resolve the concern.
 36. Parents are to inform changes in address or phone number to School through a diary for correction in School records.
 37. Parents can meet the teachers or the staff through prior appointments and after schooling hours only.
 38. Release of students of Class Nursery to Grade II will happen only after receiving the Release card keeping in mind the safety of the student. For all Students of other grades, the School reserves the right to verify the credentials of the Parents and/or guardians who pick up or drop the children to and from the School premises.
 39. It is mandatory for the Parent to inform the Principal via e-mail that in his/her/their absence she shall be the active guardian of the Student. Guardian shall abide by all Rules and Regulations as laid down herein for and on behalf of the Parents.
 40. Application for Transfer Certificate needs to be submitted on or before the 5th day of the first two quarters failing which the fee applicable for the whole quarter shall be payable by the Parent for issuing the Transfer Certificate. Transfer Certificate application received in the third or fourth quarter will lead to a full year's Fee payment.
 41. Tiffin must be carried by the student only. If the tiffin is being sent with a parent or an authorised rep on behalf of the parent, then it must carry a letter signed by the parent, informing the same.
 42. Strict adherence to a no-messy-food in lunchboxes.
 43. Parents should ensure that Students are not permitted to drive any motorized two-wheeler or four-wheeler to and from School/under any circumstances whatsoever till a valid license is obtained from the relevant authorities.
 44. Parents need to collect all information about the Transport Service Providers to ensure their ward's safety.
 45. Prohibition of road parking during pick up/drop-off. Parents must utilise the dedicated parking area.
 46. In case of any non-compliance with the School Rules and Regulations by the students and/or the parents, as listed here or on the admission form or on the school website, the School reserves the right to take such action as it may deem fit and proper without any further recourse.

GENERAL INFORMATION

School fees are payable on a quarterly basis in the months of April, July, October and January of the current academic year. Fees for the quarter are to be deposited through MCB only.

Fees for 1st Quarter - April to June - payable during 1st to 30th of April.

Fees for 2nd Quarter - July to September - payable during 1st to 15th of July.

Fees for 3rd Quarter- October to December - payable during 1st to 15th of October.

Fees for 4th Quarter - January to March - payable during 1st to 15th of January.

Parents to pay fees through MCB (Apeejay School App).

For CBSE Board Examinees (Class X and Class XII) fees for the months of January to March (4th Quarter) must be paid within 15th December every year.

Default in payment of Fees

Parents are requested to avoid defaulting fee payment. However, in such cases fees will be accepted along with a late fine of Rs. 400/- per quarter. School fees are required to be paid in its entirety (under all heads applicable). Part payment is not accepted and is liable to attract late fee charges. The default fee along with the late fine is to be deposited through MCB (Apeejay School App).

Scheme of Studies:

Nursery - Upper K.G.

There is no formal education in this section. The primary aim at this stage is to help socialize the child and help him/her in acquiring good disciplined personal habits and to introduce him/her to letters and numbers.

Classes I to X

The following subjects are taught in the above classes :

English, Hindi/Bengali, Mathematics, Science, Social Science, Work Experience/ Computers, Art Education, Physical and Health Education/Yoga, Moral Science and Life Skills. and AI (For classes VIII & X)

Hindi, Bengali are also being offered as third language for classes VI-VIII.

IT is taught as Socially Useful Productive Course for Classes IX & X .

Artificial Intelligence (AI) is taught in school as a Skill subject to make the students future ready.

VOCATIONAL COURSES

CBSE offers a diverse range of vocational courses that cater to the evolving needs of the job market. These courses, often designed to be practical and skill-oriented, provide students with hands-on training in specific trades or industries.

Classes IX-X: Information Technology/ Artificial Intelligence

Classes XI-XII : Web Application in Science , Commerce & Humanities

Web Application / Financial Market Management in Commerce.

Artificial Intelligence (AI) is taught in school as a Skill subject from VIII.

IT Application is taught as Socially Productive Course for Class IX and X.

Classes XI

HUMANITIES

English Core

Geography /Psychology/Applied Maths

History/Physical Education

Political Science /Music (Hindustani Vocal) /Legal Studies

Sociology/Economics

Web Application(Vocational Elective)

SCIENCE WITH BIOLOGY

English Core

Physics

Chemistry

Biology/Physical Education

Mathematics /Psychology

Web Application(Vocational Elective)

SCIENCE WITH COMPUTER SCIENCE

English Core

Physics

Chemistry

Computer Science /Economics

Mathematics

Web Application (Vocational Elective)

COMMERCE

English Core

Accountancy

Business Studies

Economics

Mathematics/Entrepreneurship/Physical Education / Applied Maths

Web Application/ Financial Markets Management (Vocational Elective)

Computer Education is compulsory for all students of class I –XII (Work Experience).

School Library:

Apeejay Anand children's Library is a happening place where the creative, intellectual and imaginative, and earnest minds meet and create a vibrant atmosphere of learning, sharing and expressing and all the while evolving. These minds are young and ebullient, eager and curious. This holistic space has become the centre of activities for regular school children and the under privileged children of Apeejay Anand Children's Library.

The library is not only the store house of books of varied genre and subjects used for edification of students and teachers but disseminates knowledge through the numerous boards placed at strategic points. children of all classes visit library in the periods allotted to them in the company of the teachers to read books of their choice. Senior students and teachers avail the facility of reference material and resource books for supplementing their studies.

The differently abled children are catered through a well-designed and curated programme that touches upon many aspects of their development. Art and craft, Puppetry, Storytelling, Hindi teaching, Music, Dance, yoga, fine arts have been taught on a regular basis. Each one Teach One programme where both regular and economically challenged students collaborate and interact gives rise to a fun filled and unique teaching learning situation. All these recreational activities proved to be beneficial as they have grown to be more confident and involved

School Uniform:

It is compulsory for all students to come to school in proper uniform for the day. The uniform is as follows:

Regular Days

Boys-

Summer White Shirt with correct School Logo, Blue Shorts (Classes NURSERY to V) Blue Trousers (Classes VI to XII) Black Leather shoes (school shoes) and uniform belt.

Winter White shirt with correct School Logo, School Blazer, Blue trousers with uniform belt, School necktie is compulsory for all.

Girls-

Summer White Shirt with correct School Logo, blue Skirts, black leather shoes (school shoes) with ankle length white socks, and uniform belt.

Winter White Shirt with correct School Logo, School Blazer. School neck tie is compulsory for all.

School regulation Blazer is compulsory for all classes.

Girl students to wear white coloured stockings if required.

Winter Uniform is compulsory from 1st December till 28th February of the academic year.

On P.T. days:

House colour P.T. T-shirt and Black Track pants with House colour piping along with House colour sneaker is compulsory for Classes III-XII.

For Classes Nursery to II Pink T-shirt and Black Track pants with white double piping, along with white P.T shoes.

On Dance and Yoga Class days:

Girl students are required to wear cycle shorts / tights of black colour underneath their school skirts.

Examination and Promotions :

CLASSES I and II

A system of regular transparent evaluation has been introduced for Classes I and II. The students are marked on a series of class work, aural and enrichment activities conducted through the academic session.

These are tabulated together to give a record of achievement at the end of each term. The aggregate of the two terminal report cards is to be considered for promotion at the end of the Academic Year.

Since all class work is graded test, it is imperative that a student is regular in his/her attendance.

Class-III-IX

Term – I

- One Periodic Assessment (PT1), Multiple Assessment 1 (MA1)
- Portfolio 1
- Subject Enrichment 1 (SE1)

Internal Assessment (IA1) = PT1 + MA1 + Portfolio1 + SE1

$$(5) + (5) + (5) + (5) = 20$$

- Half Yearly Examination

Total = Internal Assessment (IA1) + Half Yearly Examination 20 + 80 = 100

Term – II

- One Periodic Assessment (PT2), Multiple Assessment1 (MA2)
- Portfolio 2
- Subject Enrichment1 (SE2)
- Internal Assessment (IA2) = PT2 + MA2 + Portfolio2 + SE2 (5) + (5) + (5) + (5) = 20

ANNUAL EXAMINATION

Total = Internal Assessment (IA2) + Annual Examination 20 + 80 = 100

CLASS XI

Term – I

- One Periodic Test
- Half Yearly Examination

Term – II

- One Periodic Test
- Final Examination

CLASS X & XII

Class X

Term – I

- One Periodic Test (PT1)
- Multiple Assessment1
- Portfolio 1
- Subject Enrichment 1
- 1st Assessment Examination -1st August to 16th August 2024
- Total = Internal Assessment (IA1) + 1st Assessment Examination
 $20 + 80 = 100$

Term – II

- Preselection Examination (IA 2) – 40 Marks – 18th October 2024 to 29th October 2024
- Selection Examination – 29th Nov to 13th Dec 2024
- Mock Test – January 2025
- Total = Internal Assessment (IA2) + Selection test $20 + 80 = 100$

CLASS XII

Term – I

- One Periodic Test (PT1)
- 1st Assessment Examination -1st August to 16th August 2024

Term – II

- Pre Selection Examination 40 Marks -- 18th October 2024 to 29th October 2024
- Selection Examination – 29th Nov to 13th Dec 2024

“TO MOTHER EARTH... WITH LOVE”

This is an initiative to create awareness among students to conserve electricity, water and other resources.

1. Turn off lights, fans and air conditioner even when you are outside a room for a short while.
2. Use stairs instead of an elevator whenever possible.
3. Do not keep your T.V., computers and other appliances on stand-by mode.
4. When you are writing, printing or photocopying on paper, make sure you use the other side of the sheet.
5. Replace incandescent light bulbs with compact fluorescent bulbs (CFL), light emitting diode (LED). These bulbs reduce electricity consumption substantially.
6. Re-use items like paper, carton boxes, folders, envelopes to reduce the over usage of paper.
7. Think of innovative ways to re-cycle and re-use scrap items for storage and other useful purposes. Create “Wealth from Waste”.
8. For short trips, walk or bi-cycle instead of taking a car. Reduce the use of plastic and use jute and paper bags.
9. While filling up water in your bottle, do not wait till the water overflows but remove it before the water level reaches the brim to conserve water.
10. Always ensure that the taps are tightly closed and conserve water,
11. Do not shout, scream. Talk softly to reduce noise pollution.

**Plant a Tree, Keep the City Clean and
Paint the Planet Earth Green.**

SCHOOL CALENDAR

APRIL 2024-MARCH 2025

DAY	DATE	MONTHWISE ACTIVITY
April 2024		
MONDAY	1st	Graduation Day for preprimary section
THURSDAY	4th	School reopens for the Academic Year 2024-25 for UKG To X & XII
MONDAY	8TH	School reopens for the Academic Year 2024-25 for Nursery & LKG
THURSDAY	11TH	Id-ul- Fitar (Holiday)
May 2024		
WEDNESDAY	1ST	May day (Holiday)
TUESDAY	7TH	Rabindra Jayanti Celebration
WEDNESDAY	8TH	Rabindra Jayanti (Holiday)
SATURDAY	11TH	PTM – Classes Nursery to II
WEDNESDAY	15TH	School Closes for Summer Vacation, - Periodic Test for Classes III TO X & XII- Full Day School (Closing day test)
THURSDAY & FRIDAY	16TH & 17TH	Summer Camp. Special Classes for X & XII.
THURSDAY	23RD	Buddha Purnima (Holiday)
June 2024		
SATURDAY	15TH	School reopens for Teachers. Departmental meeting
MONDAY	17TH	Id- Ul-Zuha (Holiday)
TUESDAY	18TH	School reopens for Students Periodic Test -I for Classes III To IX (Opening day test)
TUESDAY TO FRIDAY	18TH TO 28TH	Periodic Test –I for Class X & XII
July 2024		
MONDAY	1ST	Open House (Nursery -V) Time: 8:30-10:30 am
TUESDAY	2ND	Open House (VI – VIII). Time: 8:30-10:30 am
WEDNESDAY TO FRIDAY	3 RD to 12 TH	Periodic Test -I for Classes –III To IX
SATURDAY	13 TH	PTM (Classes X & XII) Handing over of answer scripts of Periodic Test I.
WEDNESDAY	17TH	Muharram (Holiday)
FRIDAY	19 TH	Submission of all Internal marks- Portfolio, Subject enrichments, & Multiple Assessments, for Classes (III – X).

MONDAY TO WEDNESDAY	22ND To 31ST	Periodic Test -I for Classes – XI
SATURDAY	27 TH	PTM- Classes (III- IX) Handing over of answer scripts of Periodic Test I.
WEDNESDAY	31ST	Submission of Project files classes X & XII
August 2024		
THURSDAY TO FRIDAY	1 ST TO 16TH	First Assessment Examination Classes X & XII
SATURDAY	10TH	PTM (Class XI) PTM: Handing over of answer scripts of Periodic Test I
THURSDAY	15TH	Independence day celebration
MONDAY	19TH	Raksha Bandhan (Holiday)
MONDAY	26TH	Janmasthami (Holiday)
TUESDAY-FRI-DAY	27TH TO 30TH	Science Week Celebration
SATURDAY	31ST	Science Exhibition PTM-Handing over of answer scripts for classes X and XII (First Assessment) PTM- For Classes Nursery to IX & XI
September 2024		
THURSDAY	5TH	Teacher's Day Celebration
MONDAY TO TUESDAY	9TH TO 24TH	Half Yearly Examination for classes III TO IX. Regular classes Nursery – II,X & XII.
MONDAY	16TH	EID-E-MILAD (Holiday)
TUESDAY	17TH	VISWAKARMA PUJA(Holiday for the students)
MONDAY TO MONDAY	23RD September to 7th October	Half Yearly Examination begins for class XI
October 2024		
WEDNESDAY	2ND	Gandhi Jayanti /Mahalaya (Holiday)
MONDAY	7TH	School closes for Puja Vacation (Full Day School)
FRIDAY	18TH	School Reopens after Puja Vacation (Full Day School)
SATURDAY	19TH	PTM for classes Nursery to IX. Handing over the answer scripts for classes III to IX .
FRIDAY TO TUESDAY	18TH October to 29th October	Preselection Examination begins for classes X & XII
WEDNESDAY	30TH	School closes for Diwali Vacation. (Full Day School)

November 2024		
MONDAY	4TH	School Reopens after Diwali Vacation
SATURDAY	9TH	PTM –Class XI Handing over the answer scripts.
THURSDAY	14TH	Children's Day Celebration
FRIDAY	15TH	Guru Nanak Jayanti (Holiday)
SATURDAY	23rd	PTM for classes X and XII. Handing over answer scripts
FRIDAY TO FRIDAY	29TH NOVEMBER TO 13TH DECEMBER	Selection Exam Classes X & XII
December 2024		
MONDAY	23RD	Winter Carnival .School closes for Winter Vacation – Half Day School.
January 2025		
THURSDAY	2ND	School reopens for Teachers and Staff Meeting & PTM for X & XII Handing over answerscripts.
FRIDAY	3RD	School reopens for Students (Full Day School)
MONDAY TO WEDNESDAY	6TH TO 15TH	Periodic Test II for Term II (Classes III TO IX and XI)
SATURDAY	11TH	Departmental Meeting. PTM for Nursery to II
THURDAY	23RD	Netaji Subhas Chandra Bose Birth Anniversary (Holiday)
SATURDAY	25TH	PTM Hand over answer scripts for Periodic Test II Term II (Classes III TO IX and XI)
SUNDAY	26TH	Republic Day Celebration
February 2025		
SUNDAY	2ND	Saraswati Puja- Celebration
MONDAY TO MONDAY	17th Feb to 17th March 2025	Final Examination for Classes III To IX & XI. Regular Classes for Nursery To II
WEDNESDAY	26 TH	ART MELA & Shivratri (Holiday for Students)
March 2025		
FRIDAY & SATURDAY	14TH & 15 TH	Holi (Holidays)
MONDAY	24 TH	New Session Begins for Classes X & XII

PTM for Classes III to IX & XI will be notified later

Dates for Annual Sports and Concert to be notified later

VALUES CALENDAR

APRIL 2024-JANUARY 2025

April

III-V	Accepting change
VI-VIII	Time is precious
IX-XII	Forging friendships

May

III-V	Conquering my fears
VI-VIII	Respecting self over others
IX-XII	Responsibility towards self

June

III-V	Being humane
VI-VIII	Charity begins at school
IX-XII	Reaching out

July

III-V	Being true to myself
VI-VIII	Understanding others
IX-XII	Being Empathetic

August

III-V	Freedom in the air
VI-VIII	Live and let live
IX-XII	Inculcating fellow feeling

September

III-V	Relationship respect
VI-VIII	Being loyal
IX-XII	Be bold and fear not

October

III-V	Spreading joy
VI-VIII	Respect your roots
X-XII	Wishing others well

November

III-V	Building positive peer vibes in the classroom
VI-VIII	Communicating to bond
IX-XII	Work hard work smart

December

III-V	Sharing is caring
VI-VIII	Forgive and forget
IX-XII	Be grateful for 'being you'

January

III-V	New hopes
VI-VIII	Promises to be kept
IX-XII	Discovering a new you

TOPIC FOR CLASS SOFT BOARD ACADEMIC SESSION 2024-2025

- Boards to be changed every 15 days for each class.
- Any topic relevant for the month and to the class may be taken by the class teacher.

MONTH	TOPICS
	Back to school : Ready to grow / Class Expectations
April 2024	Plant the seeds of Kindness / Our Core Values
May 2024	Enhancing mind and body power –Let's make Yoga our lifestyle / Chariot Festival
June 2024	Monsoon Diary –sights and sounds of Nature
July 2024	Adventures
August 2024	Essence of Freedom and Exploration / Think before you speak
September 2024	Be Amazing /Take What You Need, Give What You Can
October 2024	Celebrating the Divine power
November 2024	Diversity/ A Blind Date with a book
December 2024	Season of joy, kindness and celebrations / Board of Belief
January 2025	Make time for Mindfulness / Calm Corner
February 2025	We all fit together in our class
March 2025	Careers and you / The kaleidoscope of colours -- Holi

Co - Curricular Calendar 2024-2025

APRIL -

- Graduation Day celebration for preprimary section

MAY -

- Rabindra Jayanti Celebration (7th May)
- Summer camp 4.0 (16th & 17th May)

JUNE -

World Music Day on 21st June Friday (Inter House Music Competition)

World Yoga Day on 21st June Friday .

JULY -

- Dance Therapy Session for CWSN
- Inter House extempore/spin a yarn Competition
- Inter House Dance Competition

AUGUST -

- Independence Day Celebration 15th August

SEPTEMBER -

- Teacher's Day Celebration
- Hindi Diwas Celebration

OCTOBER -

- Diwali Celebration

NOVEMBER -

- Children's Day Celebration
- Vigilance Awareness Week

DECEMBER -

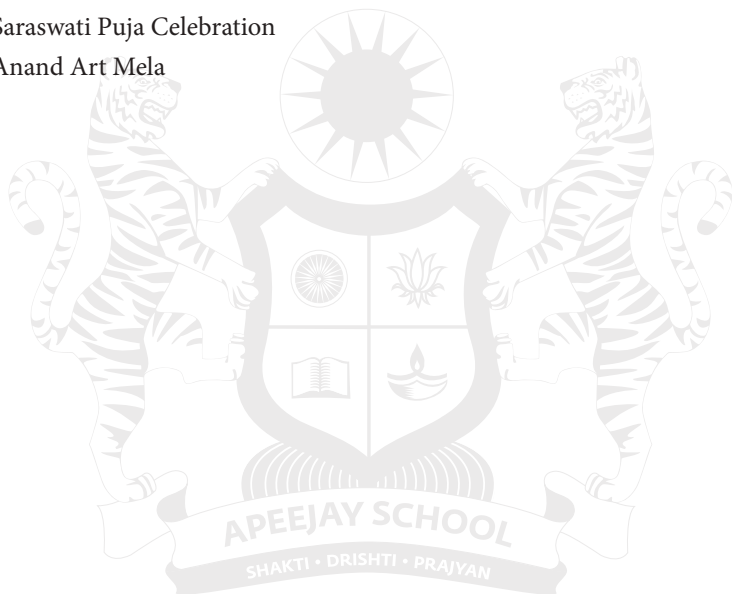
- Winter Carnival

JANUARY -

- National Youth Day Celebration
- Netaji Jayanti
- Republic Day Celebration

FEBRUARY -

- Saraswati Puja Celebration
- Anand Art Mela



SPORTS CALENDAR 2024-25

April 2024

Inter House Carrom Competition

May 2024

Summer Camp

June 2024

Inter House Yoga Competition

Inter House Foot Ball Tournament

July 2024

Inter House Throw ball Competition

August 2024

Inter House Chess Competition

September 2024

Game a Thon
For Nursery to II

October 2024

Inter House Cricket Tournament

November 2024

Children's Day special – Inter House Basketball Tournament

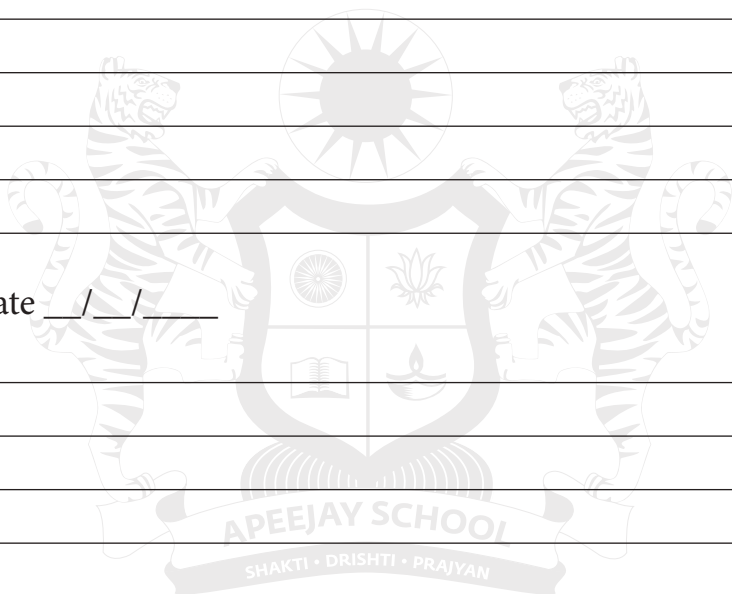
December 2024

Annual Sports Day

January 2025

Inter House Badminton Tournament

Important Notice and Information

Date / / Date / / 

Take risks in Your life. if you win, you can lead, if you lose, you can guide.

- Swami Vivekananda

Important Notice and Information

Date __/__/__

Date __/__/__



Be sure you put your feet in the right place, then stand firm.

- Abraham Lincoln

Important Notice and Information

Date __/__/__



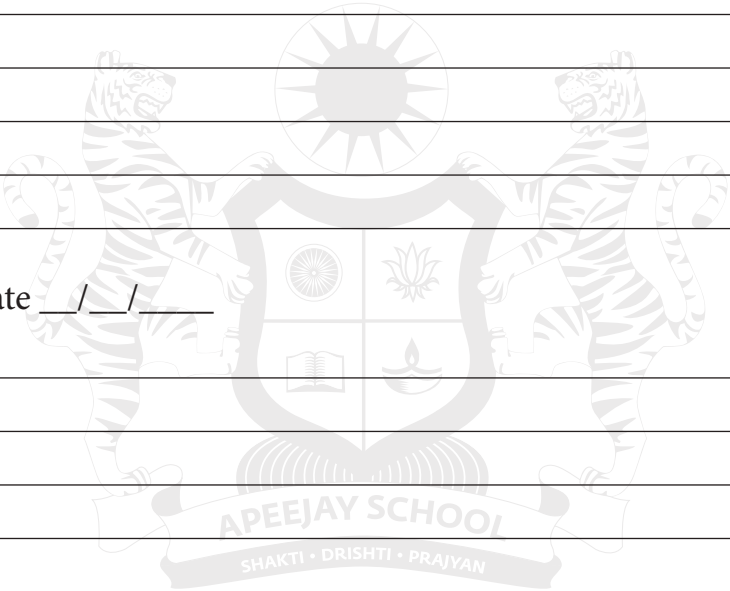
It is in your hands to create a better world for all who live in it.

- Nelson Mandela

Important Notice and Information

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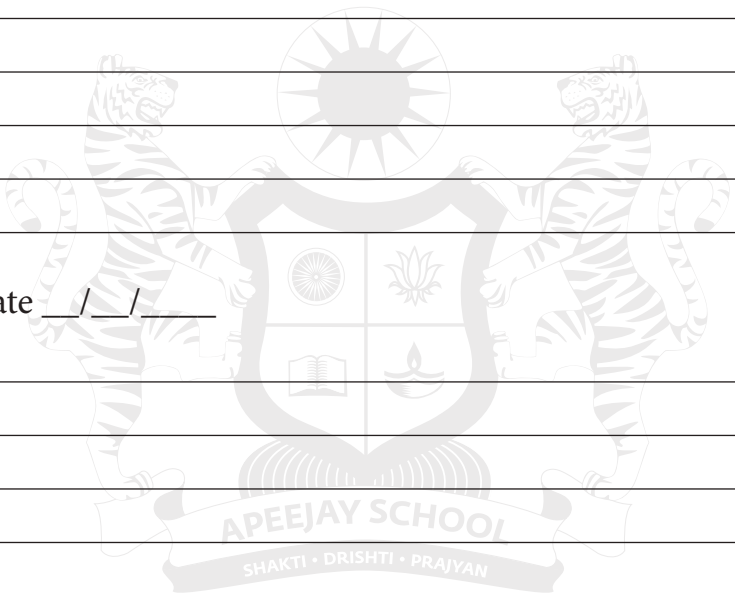


Be kind to all creatures. That is the only religion.

- Lord Buddha

Important Notice and Information

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Nature does not hurry, yet everything is accomplished.

- Lao Tzu

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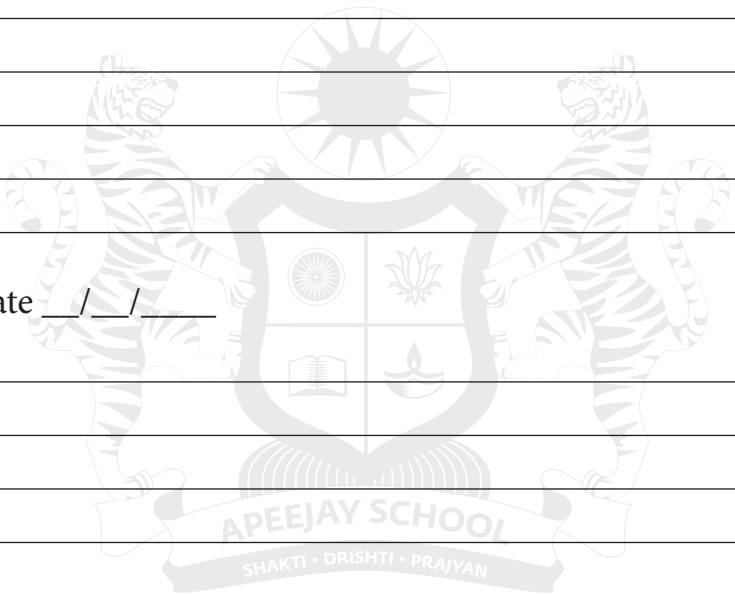


When educating the mind of our youth, we must not forget to educate their hearts.

- Dalai Lama

Important Notice and Information

Date ____/____/____



Leadership is the capacity to translate vision into reality.

- Warner G. Benn's

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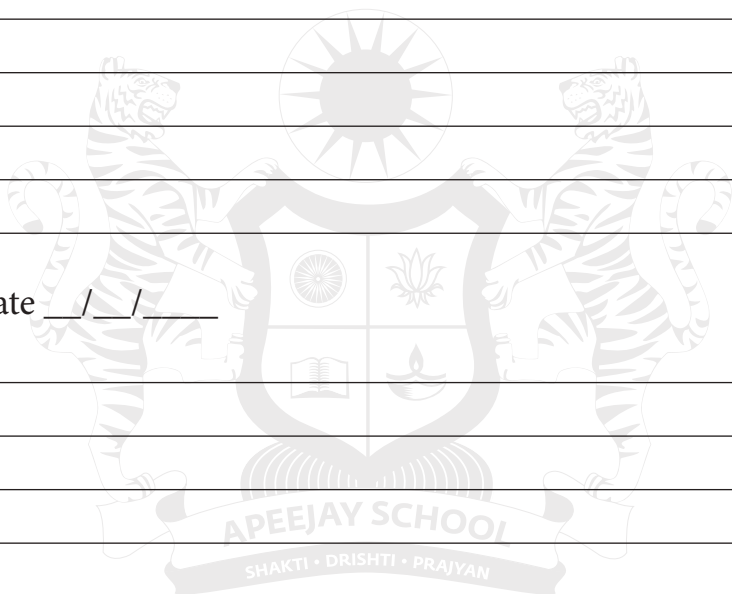
Date __/__/__

Date / / 

You always pass failure on the way to success.

- Micky Rooney

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The logo of Apeejay School is centered on the page. It features a shield with four quadrants: a sun in the top-left, a lotus in the top-right, an open book in the bottom-left, and a lamp in the bottom-right. The shield is flanked by two tigers. Above the shield is a sun with rays. Below the shield is a banner that reads "APEEJAY SCHOOL" and "SHAKTI • DRISHTI • PRAJYAN".

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- Nelson Mandela

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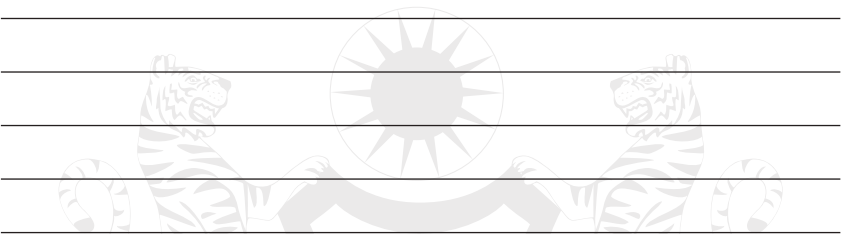


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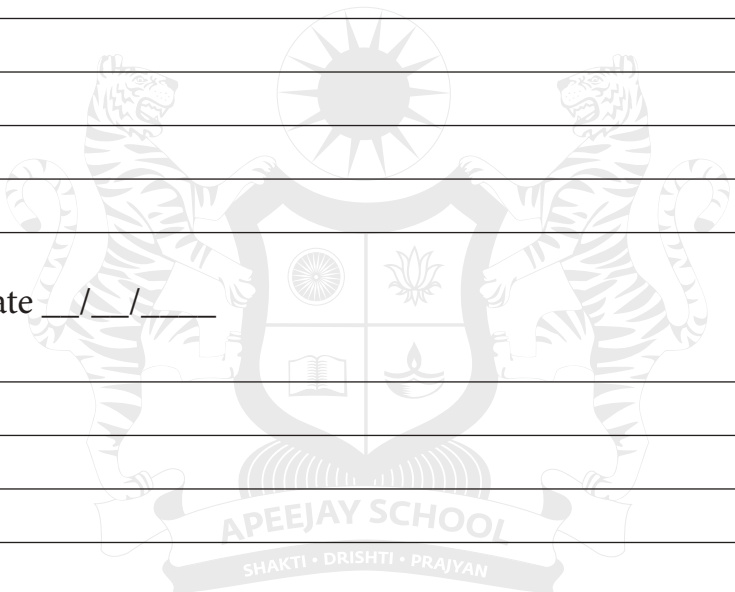


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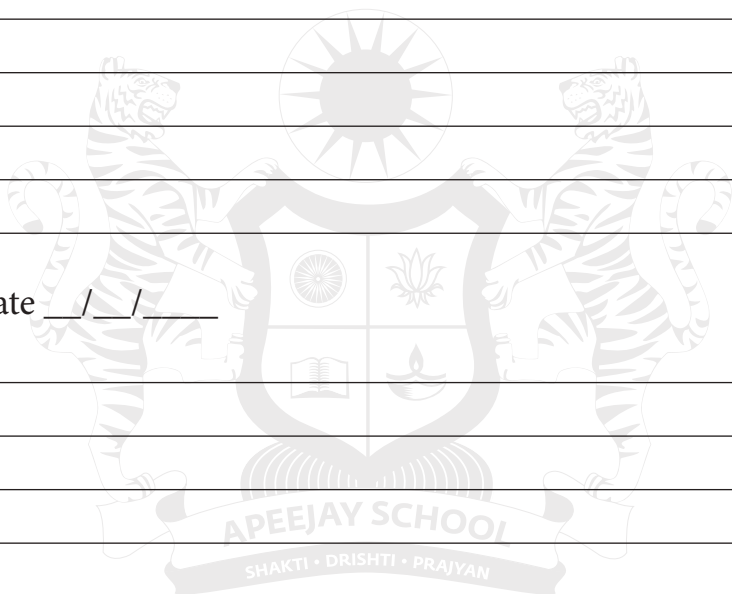
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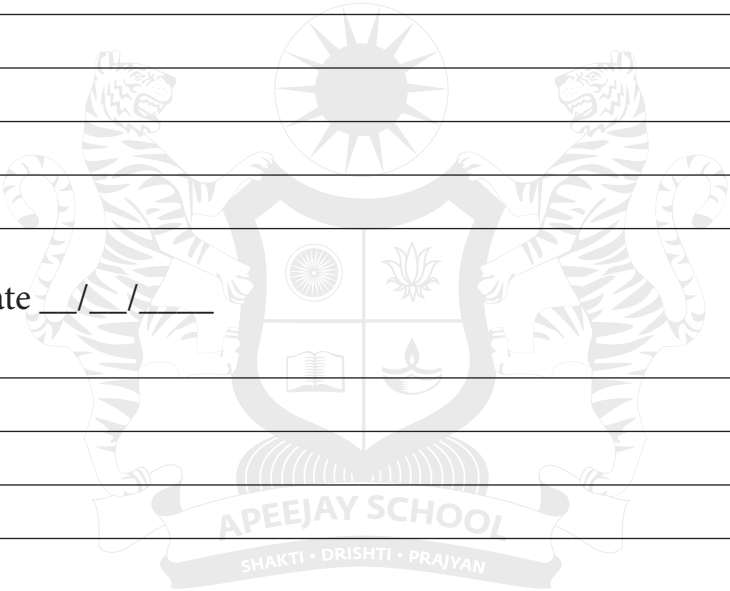
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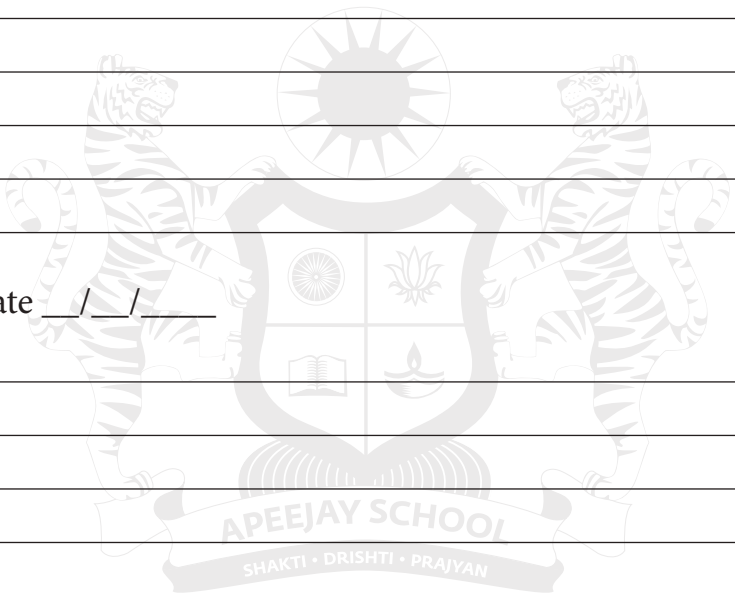


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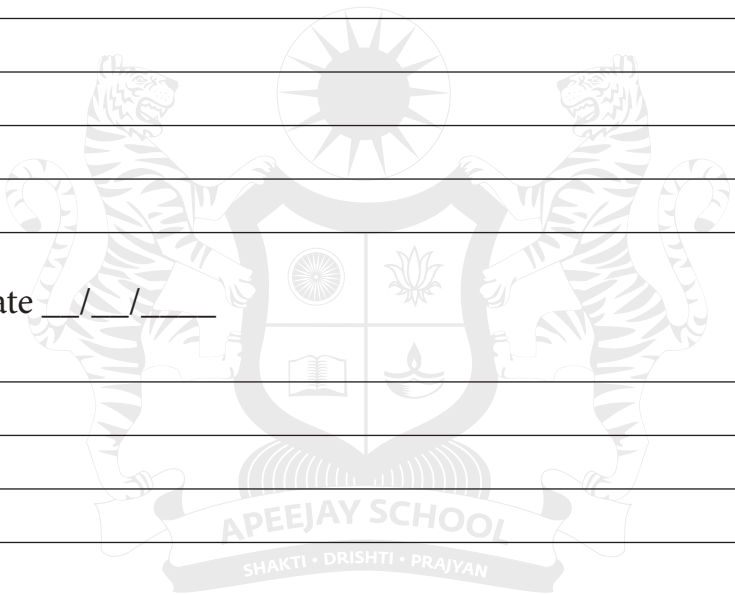


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