

Chettinad Vidyashram

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Kumara Rani of Chettinad

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Mr. D. James Allwin M.Sc., M.Phil.

Academic Co-ordinator

Mr. S.N. Rajan M.Sc., M.Phil., M.Ed

ABOUT OUR SCHOOL

A dream long cherished, to start an educational centre combining the virtues of a Temple of Art and Culture, a dedicated school that blends discipline with freedom, endeavouring to raise the integrated child, led me to start this Vidyashram in 1986. The institution that nurtured me and shaped my childhood's formative years strengthened my urge to create the ideal ambience for children's growth.

Our Motto : "The Golden Mean". We should strive for discipline without distaste and for freedom within limits. We shall inculcate respect for our roots - a tie up with the past in art, tradition and culture in all their purity and variety. We shall also concentrate on the future through methodical dissemination of scientific knowledge.

We shall endeavour to evolve an integrated human being not dwarfed by considerations of caste, creed or community with the earnest co-operation of the teachers, parents and well wishers.

In this, our endeavour is to make our wards aware of ills that are plaguing our society. Our wards will be equipped to cope, build self-confidence and develop a spirit of service. This is not a challenge to be faced by one Founder; it is a common task to be translated by the energy of youth, dedication of the educators and devotion of all concerned.

"Service before Self" is our watchword. I invite you to join this adventure. The results will be rewarding.

Dr. Mrs. MEENA MUTHIAH
Kumara Rani of Chettinad.

AIM

1. The aim of the school is to prepare the children academically, train them physically and hone them mentally to enable them to enter into every walk of life and to make them realise and respect the culture of our country.
2. Character, team spirit, dedication to purpose, discipline, self reliance, dignity of labour, patriotic outlook and a spirit to serve the country with zeal and efficiency are the qualities sought to be promoted through a programme of activities and instructions.
3. The School seeks:
 - (a) To develop in its students an intellectual curiosity, an eagerness for continued learning and the ability to use their knowledge for creative purposes.
 - (b) To help the students discover their potential and channelise them to become integrated personalities.
 - (c) To mould children of character, with conviction in moral values and courage in action.
4. In addition to the instruction of the three 'R's, the school is concerned with the three 'C's of real education – culture, creativity and camaraderie.
5. The school is intent upon developing a new technique in education, a method for drawing out the talents latent in the child. This would be achieved through promotion of creative activities encouraged by the teachers, fostered with love and kindness.

STUDENT'S BIO-DATA

Name of the Child _____

Standard _____ Section _____

Enrol. No. _____

Date of Birth _____

Student's Aadhar Card No. _____

House _____

Mother Tongue _____

Father's Name _____

Qualification _____

Occupation / Designation _____

Name & Address of the Organisation _____

Office Telephone No. _____

Father's E-Mail ID _____

Mother's Name _____

Qualification _____

Occupation / Designation _____

Name & Address of the Organisation _____

Office Telephone No. _____

Mother's E-Mail ID _____

Annual Family Income _____

Residential address _____

Door No. / Apartment Name _____

Street : _____ **Area :** _____

City/District _____ **Pincode :** _____

Telephone Land Line No. _____

Siblings studying in this School

	Name	Class	Section
1.	_____	_____	_____
2.	_____	_____	_____
3.	_____	_____	_____

Transport own/school van (Route No.) _____

If the child is allergic to any medicine / food, state the Same _____

Medication _____

Health Problems _____

Blood group of the child _____

Date :

Signature of the parents

Father

Mother

முதுரை

வாக்குண்டாம் நல்ல மனமுண்டாம் மாமலராள்
நோக்குண்டாம் மேனி நுடங்காது பூக்கொண்டு
துப்பார்த் திருமேனி தும்பிக்கையான் பாதம்
தப்பாமல் சார்வார் தமக்கு

- ஓளவையார்

MORNING PRAYER

Gajananam bhuta ganadhi sevitam
Kapiththa jamboo phalasara bhakshitam
Umasutam shoka vinashakaranam
Namami Vighneshwara pada pankajam

Manikyavinam upalalayantim
Madalasam manjulavagvilasam
Mahendra niladhyuti komalangim
Matanga tanyam manasa smarami

Gurur Brahma Gurur Vishnuh
Gurur Devo Maheshvarah
Gurur Sakshat para Brahma
Tasmai Shri Gurave Namaha

VIDYA

Gnaanananda mayam devam
Nirmalam sphatikakrutim,
Aadhaaram sarva vidyaanaam
Hayagrivam upaasmahe.

★ ★ ★

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

★ ★ ★

FRIDAY PRAYERS

Annapoorani sadapoorani
Shankara prana vallabhe
Gnana vairagya siddartham
Biksham dehicha Paarvati



அயி கிரிநந்தினி நந்திதமேதினி விஸ்வவிநோதினி நந்தநுதே
கிரிவர விந்த்யஸிரோதிநிவாஸினி விஷ்ணுவிஸாஸினி

ஜிஷ்ணுநுதே

பகவதி ஹே ஷிதிகண்ட குடும்பினி பூரி குடும்பினி பூரிக்குதே
ஜய ஜய ஹே மஹிஷாஸுரமர்தினி ரம்யகபர்தினி ஷைலஸுதே



A CHILD'S GRACE

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



HOLY QURAN

Bismillah Irrahama Nirahim
La Ilaha Ilallahu
Mohamadur Rasullahi
Ameen!



Om Sahanavavatu; Sahanau Bhunaktu
Saha viryam karavavahai,
Tejasvinavadheetamastu mavidvishavahai;
Om Shanthih-Shanthih-Shanthihi



Raghupati Raghava Raja Ram
Patita Pavana Seeta Ram
Eshwara Allah tero Nam
Sabko Sanmati de Bhagwan
Rama Rama Rama Rama Rama Rama Ram
Rama Rama Rama Rama Rama Sita Ram

★ ★ ★

Sri Rama Rama Ramethi
Ramae Raamae Manoramae
Sahasra naama Thatthulyam
Raama Naama Varaananae

★ ★ ★

தமிழ்த்தாய் வாழ்த்து

நீராரும் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்
சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்
தெக்கணமும் அதிற்சிறந்த திராவிடநல் திருநாடும்
தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே
அத்திலக வாசனைப்போல் அனைத்துலகும் இன்பமுற
எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே
தமிழணங்கே

உன் சீரிளமைத் திறம்வியந்து
செயல்மறந்து வாழ்த்துதுமே!
வாழ்த்துதுமே!! வாழ்த்துதுமே!!!

“மனோம்மணீயம்”
பெ. சுந்தரம் பிள்ளை

★ ★ ★

பள்ளியைப் போற்றும் காலை வணக்கப்பாடல்

எழுதியது : டாக்டர் டி.எஸ். நாராயணஸ்வாமி

பல்லவி

கலைமகள் அருள்தரும் கலைக்கூடம்
கல்விதரும் நல்ல செயற்கூடம்
அன்பும், பண்பும், அறிவும், திறமும்
ஆற்றலும் தந்திடும் ஆஸ்ரமம்
அதுவே செட்டிநாடு வித்யாஸ்ரமம்

அனுபல்லவி

புத்தகப்படிப்பு மட்டுமின்றி
புதுமை வழியில் கற்கின்றோம்
உத்தம குணங்கள் வளர்ந்திடவே
உறுதியுடன் இங்கு பயில்கின்றோம்
தன்னம்பிக்கை, தகுதி, பெருமை
தியாகமும் சீலமும் வளர்ந்திடவே
தளராமுயற்சி செய்கின்றோம் - (கலை)

சரணம் 1

ஆடல் பாடல் விளையாடல்
ஆற்றல் வளர்க்கும் விஞ்ஞானம்
ஆயகலைகள் அனைத்துமிங்கே
ஆர்வத்துடனே கற்கின்றோம்
அத்தனை திறமும் நித்தமும் பெறவே
அறிவுப் பயிற்சி பெறுகின்றோம்
அதனால் தினமும் வளர்கின்றோம்

சரணம் 2

நாடும் வீடும் நலம்பெறவே
நல்லன எல்லாம் அறிகின்றோம்
நாளை உலகை உருவாக்க
நாங்கள் இன்று உழைக்கின்றோம்
கற்பிக்கும் பெரியோர் - பெற்றோர் உற்றோர்
அனைவரும் போற்றிட வாழ்ந்திடவே
ஆண்டவனை என்றும் வேண்டுகின்றோம். (கலை)

THE PLEDGE

India is my country. All Indians are my brothers and sisters. I love my country and I am proud of its rich and varied heritage. I shall always strive to be worthy of it. I shall give my parents, teachers and all elders respect and treat every one with courtesy. To my country and my people, I pledge my devotion. In their well-being and prosperity alone lies my happiness.



NATIONAL ANTHEM

Jana Gana Mana Adhinayaka Jaya he
Bharata Bhagya Vidhata
Punjaba Sindhu Gujarata Maratha
Dravida Utkala Vanga
Vindhya Himachala Yamuna Ganga
Uchhala Jaladhi taranga
Tava subha naame jage
Tava subha ashisha mange
Gahe tava jaya gatha
Jana gana mangala dayaka jaya he
Bharata Bhagya Vidhata
Jaya he, Jaya he, Jaya he
Jaya, Jaya, Jaya, Jaya he



SPECIAL FEATURES

1. The medium of instruction is English.
2. The school follows the following for Language options:
Std I - III : Tamil and Hindi (Compulsory)
Std IV–X (II Language) : Tamil/Hindi/Sanskrit/French/
German
Std IV–X (III Language) : Students who opt for Hindi,
Sanskrit, French Or German
as the II Language, their III
Language should compulsorily
be TAMIL
3. The school is set amidst natural surroundings.
4. The school believes in the all-round development of the child. Besides a well-planned academic curriculum supported by an adequate number of tests and suitable learning activities, the school offers to train the children in several co-curricular activities.
5. Independence Day, Republic Day, Teacher’s Day, Gandhi Jayanti, Children’s Day and festivals like Christmas, Dussehra, Id, Pongal and Onam are celebrated to make the children aware of their importance.
6. Periodical exhibitions, talent shows and competitions are conducted to instil the spirit of participation and competition in children.
7. The school has a well-equipped library, science, mathematics, language laboratories and audio-visual rooms with multi-media projection systems.
8. Education through multi-media is available for classes I to V.
9. Mass drill for students is regularly organised.
10. The school has a house system to group the staff and students into four houses viz. Emerald, Pearl, Ruby and Sapphire.

11. The school has a prefectorial body with school captain, sports captain and vice-captains and cultural secretaries.
12. The school believes in instilling sound moral values in the young minds to build up a good society. The subjects moral instruction and general knowledge aim at teaching children discipline, character and healthy Indian traditions and culture.
13. The school has special prayer sessions on Fridays and children sing bhajans.
14. Regular Open House sessions are held wherein the parents/guardians meet the teachers to discuss the progress of their wards.
15. In order to bring out the talents latent in the child, the school offers specialization in a range of activities like dance, vocal and instrumental music, Arts, Crafts, Tanjore Arts, Sports and Games. The child chooses an activity in class IV and continues with the same upto class VIII. Yoga is offered to students of Std I-VIII. In addition the school extends mandatory coaching in Arts, Music and Dance for children in classes I to III. Activities / Classes in French and German are conducted for Stds IV, V, VI.
16. To bring out the innate potential and creative talents of the students we conduct variegated activities through :
 - * Heritage Club - To foster knowledge and a passion among students for India's ageless heritage and culture.
 - * Eco Club - Promotes in the students a keen desire to care and nurture the earth's environment. Green Ambassadors spearhead the energy conservation and cleanliness drive on campus.
 - * Math Club - A vibrant club replete with activities to make learning math enjoyable.
 - * V-Care Club - Another proud initiative by the school, which aims to inculcate in the students social responsibility and pride in their cultural values.The following activities are conducted every Saturday for Primary and Middle School Students.
 - * Quiz Club : The Club keeps students abreast of current affairs and sharpens their thinking skills, creating awareness and attention to details

* Theatre Workshop: The workshop gives the students a first hand experience of the stage and the world of drama.

* Communication : The workshop offers students insights and tips to master this invaluable skill.

* Hindi Sahityik Sabha, Tamil Ilakiya Mandram and Bard's Beacon (English Literary Club) - Through a plethora of activities like essay writing, oratory competitions, skits and mono-acting conducted in Tamil, Hindi and English, the students develop their writing and communication skills and also imbibe the subtleties and the nuances of language.

17. Digital learning through smart boards is a prestigious venture adopted by Chettinad Vidyashram for standard I-IV. It empowers students with well researched, mapped to curriculum digital modules which are projected right away in the class rooms to elucidate and explain concepts. Also teaching has become more creative and interesting with the installation of the software 'STEM'
18. The School's annual magazine brought out at the end of the academic term acts as a link between the school and the parents/ students. The contents will highlight the various happenings / programmes / activities at school, besides showcasing the talents of CVians.
19. **To promptly update parents on all school activities, the Management sends all school messages to parents through Email and Whatsapp messages. Parents can access this free website : chettinadvidyashram.org/parentlogin**
20. Summer classes are regularly organised in Dance, Music (Vocal), Drawing and Painting, Tanjore Painting, Chess, Cricket, Basket ball, Volley ball, Yoga, Robotics and Computer Science. Additional courses may be offered subject to minimum operational enrollment.
21. The School has an N.C.C. Wing attached to 1 (TN) Battalion of N.C.C. and Scouts and Guides wing for girls and boys of classes VI-IX which aim to develop qualities of character, courage, comradeship and leadership. As an introductory programme for Scouting, Bulbul and Cubs wings have been introduced for the primary classes.
22. The School encourages students to represent the school Band.

23. Legal Studies has been offered as a subject for Humanities / Commerce Stream. Legal Symposium is conducted to help students comprehend law and its intricacies.
24. The school is under CCTV Surveillance.
25. Department of Psychology conducts an inter-school fest Pragma to encourage better insight on the subject.
26. The debate club Ampersand holds inter-school debate competition every year.
27. Biennially, the school conducts Maithri, an interschool cultural and Science Expo, showcasing science - exhibits of the students to increase scientific temperament.
28. Sangamam, the Political Science Club is a student - platform to discuss and disseminate opinion on national and international political issues.
29. The MUN Club trains students to participate in MUNs in the city.
30. A Youth Parliament is organized yearly to enable understanding of parliamentary procedures.
31. A newsletter is also published featuring current affairs, views and articles written by the students.

MESS FACILITY (OPTIONAL)

Mess facility (Optional) will be provided on payment.

Note :

1. Fees for the full term will have to be paid even when the pupil is admitted in the middle of the term.
2. **Fees once paid will not be refunded under any circumstances.**
3. Fees should be paid on stipulated dates of which parents will be informed. Thereafter, a fine of Rs. 25/- will be collected for each day of delay for 7 days failing which the name of the pupil will be removed from the rolls of the school. Re-admission will be at the discretion of the Principal.
4. If the cheques are dishonoured, a service charge of Rs. 250/- will be collected.
5. The Charges against Mess are subject to revision depending on the prevailing market prices for LPG & food items.

TRANSPORTATION

The school provides transport facilities.

1. Transport facilities are available for students of Std I-VIII
2. Transport charges will be collected for 11 months in a year and will not be refunded.
3. The transportation service is safe and secure. The pick-up and drop of students will be at specific stops only.
4. The school vans are equipped with speed governors, GPS and CCTVs.

Rules

- a. There must be no shoving or pushing while boarding or alighting from the bus.
- b. Students must not lean or extend arms and heads out of bus windows.
- c. The students should not distract drivers either by shouting or misbehaviour.



UNIFORM		
CLASSES I to V		
DAYS	GIRLS	BOYS
MONDAY	White shirt, white skirt, maroon tie, white ribbons, white canvas shoes, white socks.	White shirt, white half pants, maroon tie, white canvas shoes, white socks.
TUESDAY to THURSDAY	Blue pinafore, blue and white checked shirt, maroon tie, white ribbons, white canvas shoes and white socks.	Blue and white checked shirt, blue half pants, maroon tie, white canvas shoes and white socks.
FRIDAY	Cream coloured salwar kameez, white ribbons, white canvas shoes and white socks.	Cream coloured pyjama and kurta, white canvas shoes and white socks.
CLASSES VI to XII		
MONDAY	White shirt, white divided skirt, (VI-VIII : regular skirt) white bloomers white sleeveless jacket, white ribbons, respective tie, white canvas shoes and white socks.	White shirt, white half pants (Std VI) and full pants.(Std VII-XII) respective tie, white canvas shoes, white socks.
TUESDAY to THURSDAY	Blue divided skirt, (VI-VIII : regular skirt) blue bloomers, blue and white checked shirt, blue sleeveless jacket, blue tie (VI to VIII), red tie (IX-X), striped tie (XI-XII) white ribbons, white canvas shoes and white socks.	Blue and white checked shirt blue half pants (Std VI) and full pants (Std VII-XII), blue tie (VI-VIII) red tie (IX-X) striped tie (XI-XII), white canvas shoes and white socks.
FRIDAY	Cream coloured salwar kameez and dupattah, white canvas shoes and white socks.	Cream coloured pyjama and kurta, white canvas shoes and white socks.

- Note : 1. House T-Shirts to be worn on the days of Mass Drill.
2. Girls to wear two plaits and white ribbons to school everyday.

GENERAL INSTRUCTIONS

1. It is compulsory for every child to come to school in full uniform (including ID Card, Tie and Footwear) on all working days.
2. Students must be in school uniform whenever they enter the school premises for special classes, cultural, annual day rehearsals, competitions etc.
3. A fine will be levied if the child is not in uniform, in addition to attracting points on disciplinary code violation.
4. Students must keep their hair neat, tidy and well combed. Girls should plait their hair and must use only white ribbons. They must not let the hair loose below their shoulders. Wearing fancy and colourful hair clips and earrings is not allowed. Girls are instructed not to wear ankle socks. Boys must have regular hair cuts.
5. In the interest of general safety, pupils are prohibited from wearing any ornaments or jewellery to the school.
6. Students must come in neatly ironed uniform. Nails should be trimmed regularly and applying of nail polish is not allowed.
7. **Students are prohibited from carrying mobile phones to the school. Bringing any other expensive items like CDs, IPODs, PENDRIVE, MP3 players is strictly prohibited. Any sort of comics, games, cards or objectionable literature to the school will attract severe penalties.**
8. They should not bring more than reasonable allowances of money to school unless specifically permitted by the Principal.
9. **Only English must be spoken on the school premises to acquire fluency in the language. Parents are requested to encourage their children to speak in English at home also.**

10. Science records / Project work must be submitted on the dates specified by the respective teachers. The student will not be allowed to perform the next experiment and can also be stopped from taking the Terminal / Annual Examination due to non submission.
- 11. Students absenting themselves from evaluations will not be re-evaluated.**
12. Students must attend school on the Re-opening Day positively after the Terminal holidays.
13. No student shall stay at home and take leave to revise for any forth coming exam.
- 14. Promotion depends not only on Academic Performance but also on Attendance. Absenting will be viewed strictly.**
- 15. Students are NOT permitted to come to school riding / driving two wheelers / four wheelers on their own.**

PRINCIPAL - PARENTS / VISITORS TIMINGS :

Mondays, Wednesdays and Fridays between 4.00 pm and 5.00 pm

STAFF - PARENT MEETING

1. Parent - Teacher meetings will be held regularly to discuss the progress of the students.
- 2. Parents will not be permitted to meet the teachers during the school working hours.**
3. Parents are allowed to meet the teachers on all Wednesdays between 3.00 pm and 3.30 pm

GENERAL INSTRUCTIONS TO PARENTS

1. Parents must ensure that children bring the diary to school everyday.
2. Mark sheets / progress reports will be sent to the parents to be signed and returned within 3 days.
3. Parents are asked to avoid requesting leave for their wards as far as possible. In case of absence for special reasons, leave application should be sent in writing prior to the date. In case of sickness, leave letter should be produced on the day the student attends school. Producing medical certificate is essential in case of long absence owing to sickness.
4. Parents' attendance at the P.T.A. meeting is compulsory.
5. **Parents should check the diary everyday for homework and other instructions.**
6. It is the parents' responsibility to notify in writing, of the change of address or telephone number. The school is required to keep an up-to-date record of such information.
7. Parents should see that their children follow the rules and regulations of the school.
8. Parents who are desirous of taking their wards home during working hours (in case of any emergency) should come in person and get permission from Principal by submitting a written request, duly signed.
9. Promotion entirely depends on students' performance in continuous tests and terminal evaluations. 75% attendance is also a pre-requisite for promotion to the next class.
10. Parents are asked to refrain from sending an obviously sick child to school. Our school nurse is not authorised to diagnose or treat illness. Only emergencies will be attended by her.

11. Students cannot be excused from regular participation in the physical education programme. However they may be excused for one class-hour for temporary ailments on recommendations of the staff nurse.
12. Parents have the responsibility of notifying the school when a student suffers from ailments like severe allergies, diabetes, heart diseases etc.
13. Students of Std I to VIII are instructed not to be in the school premises before 8.15 a.m. and after 4.00 p.m. Also students of Std IX to XII are instructed not to be in the school premises before 7.45 am and after 3.30 pm unless specified by the school authorities. We expect parents co-operation in this regard.
14. The school timings for Std I to VIII - 8.30 am - 3.30 pm
The school timings for std IX to XII - 8.00 am - 3.00 pm

TO STUDENTS

1. Attendance is taken every period after assembly. Anyone reporting late will be marked absent. It is the student's responsibility to explain his/her absence.
2. Students are expected to be in appropriate uniform prescribed for that day. This reflects school pride and student value; it certainly helps to establish the tone of the school. It is our firm belief that an appropriate school uniform is conducive to better classroom behaviour.
3. Students must maintain their books neatly. Books and notebooks should be properly covered with brown paper and labelled. All other articles should be marked with the owner's name.

Physical Education

4. Physical Education classes are compulsory for all students. This forms a part of the curriculum for the Board classes and passing is necessary for completion of the Board examination.

Discipline

In addition to acquiring knowledge, each pupil must develop social skills such as self control and consideration for others.

1. It is the duty of every student to attend school. Parents must take necessary measures to ensure that their children attend school on time and regularly. Students should follow the courses of study; conform to the regulations of the school; obey promptly all the directions of the teachers and Principal, be diligent in studies, respectful to teachers, kind and helpful to their peers, clean and neat in habits, person and clothing and refrain from the use of profane and vulgar language.
2. Students should be present on all school days. In case of absence, upon returning to school must furnish a written explanation for their absence signed by a parent or guardian.
3. No student shall be permitted to leave school during the regular hours except in case of sickness or on the basis of a written request of his/her parent signed by the Principal.
4. Any school property or furniture intentionally damaged or destroyed by a pupil must be paid for by the parent / guardian. In addition, disciplinary action will be taken.
5. Students are expected to move quickly and quietly from class to class. No running or loitering in the corridors will be tolerated.
6. Students are prohibited from giving gifts to teachers.
7. Students are expected to keep the school campus clean. Littering will attract penal action.

8. All students should carry a clean handkerchief to school everyday. Students who carry their lunch to school should also bring a napkin.
9. Students should use only ink pens from Std. IV onwards. The school insists that students should not use ball point pens for any type of school work.
10. The purpose of dining hall is to serve a nutritious and balanced meal. Since the dining hall is used by all, students are expected to leave it the way they would like to find it. Cleanliness, orderliness and polite behaviour are expected of all students.
11. The school does not assume responsibility for articles lost. More than reasonable allowances of money & valuables should not be brought to school. Any loss or suspected theft should be reported immediately to the Class Teacher, Principal. Articles found should be handed over to the custody of the office.

SCHOOL CANTEEN

The school extends canteen facility to the students. Snacks and cool drinks will be available. The users should promptly return the reusable containers to the canteen staff and dispose waste into trash cans. They are prohibited from carrying beverages into the class room.

SUGGESTION BOX

A special suggestion box has been provided in the school. Suggestions signed by parents/guardians towards the general improvement of the school are welcome.

HEALTH CARE

School provides good care to health and hygiene. With the kind courtesy of the Apollo Hospitals, a team of doctors visit our school once a year for a thorough check up. The medical inspection report will be sent to the parents for their information and follow-up should be reported to the school.

AWARDS AND PRIZES

1. **Kumararajah M.A.M. Muthiah Chettiar Endowment prize and Kumara Rani Smt. Meena Muthiah Endowment prizes** are awarded for the five best allrounders of each class from Pre-K.G. to Std XII.
2. Individual prizes are awarded to students for all co-curricular activities.
3. Gold coins are awarded to students of class XII who secure top ranks and special prizes to subject toppers in the Board exam.
4. Extraordinary achievements in various co-curricular pursuits are recognised. Young achievers and outstanding achievers are awarded with special prizes and merit certificates.

EVALUATION AND PROMOTION

1. The academic session for standard I-X will comprise two terms and three terms for Std. XI and XII.
2. Periodic Assessment Tests and Terminal Evaluations (Half Yearly and Annual) will be conducted throughout the academic year for Std I - X.
3. Term-1, Term-2 and Annual Evaluation will be conducted throughout the academic year for Std XI-XII.

Students absenting themselves from evaluations will not be re-evaluated. It is Mandatory for poor achievers to attend the remedial classes which will be conducted after school hours.

Parents are requested to study the progress reports / mark sheets carefully and co-operate with the school to improve the standard of the pupils. Progress reports will always be kept in the custody of the school. It will be sent to parents after every evaluation for signature and it must be returned within three days. Report cards of poor achievers should be collected from the Principal on the stipulated date itself failing which such students will not be allowed to attend school.

GENERAL RULES

1. Students migrating from other schools will have to produce a Transfer Certificate and the Report Card issued by the school last attended. In addition they will have to undergo an entrance test at the time of admission. Admission will be given on the basis of the academic standard the student is found fit for.
2. **Application for Transfer Certificates should be made in writing to the Principal by the 15th of February failing which, first term fees for the new session will have to be paid. Transfer Certificates will be issued 3 days after submission of application or 3 days after the results are announced.**
3. **No T.C. will be issued during vacations.**

LIBRARY

The Library is open from 9.00 am to 4.15 pm on school days. Students are encouraged to make use of this facility. Books will be issued to students of classes VI to XII only on producing their library cards. Students of classes I to III may use the class room reading corners.

Library Regulations

1. Students borrowing library materials are responsible for them.
2. Students must observe silence while in the library.
3. Books borrowed must be returned within 7 days after which a fine of Rs.3 per day will be collected.
4. Books lost must be paid for in full at replacement cost.
5. Books damaged will be paid for at replacement cost.
6. Wilful damage or theft of books or other library materials is considered serious offence.

ASSIGNMENTS

Home assignments form only a small part of the learning process. Far more important for success are the reading of text books and continuous review of class work. In order to fulfil the course requirements, it is recommended that students study at home regularly. **Parents are expected to be a guide and insist upon a child's doing his/her own projects and assignments at home.**

Why assignments ?

1. To enable the student to learn more about a topic and reinforce what has been taught in the class.
2. To enable the student to apply in practice what he/she has learned in the class.

3. To enable the student to prepare himself/herself for the class.
4. To enable the teacher to assess how much the student has understood what was taught in the class.
5. To encourage the student to learn more and perform better in the examinations.

How to use your school Diary

1. All Students must bring the diary to school everyday.
2. In the first week of your new academic session, read carefully the diary to familiarise yourself with it. Enter your personal time table as well as important dates to remember, phone numbers etc.
3. Carry your diary with you at all times. Record your home-assignments, dates of submission of work and other items as your teacher expects from you.
4. When you come to know of an upcoming test or evaluation, note it on the appropriate dates to enable you to start preparing for it. Early reminders such as these will also help you avoid last minute scrambling with books, notes and other reading material.
5. Also note other important dates such as due dates for library books, extra classes, meetings etc.
6. Before you leave for school every morning, check your diary for whatever you have to carry for the day.
7. Record your exam results. In this way you have a clear idea of your progress at school and can see at a glance which subjects need extra work.
8. Remember the more ways you find to use your diary the more the diary will help you.



**THE FOLLOWING GROUPS ARE OFFERED FOR
CLASSES XI AND XII**

Groups	Main Subjects (Compulsory)	Options (To choose one where applicable, compulsorily)	Additional Electives
Group A1	Physics, Chemistry, Biology	Maths/Psychology/ Biotechnology	FA/PE/FS*
Group A2	Physics, Chemistry, Maths, Biotechnology	-	FA/PE/FS
Group A3	Physics, Chemistry, Maths. Computer-Science	-	FA/PE/FS
Group A4	Business Studies, Accountancy, Economics	Applied Maths/ Computer Science/Legal Studies/ General Maths	FA/PE/FS
Group A5	Sociology, Psychology, Economics	History/Political Science/ Legal Studies	FA/PE/FS
Group A6	Economics, History, Political Science, Legal Studies	-	FA/PE/FS

English Core is compulsory for all groups

*FA – Fine Arts / PE – Physical Education / FS – Fashion Studies

P.S. : In addition to these and general studies, work experience, environmental education, Adolescent Education Programme, Physical and Health Education will also be part of the curriculum under internal assessment system. Allotment of groups will be on the basis of performance in the qualifying examinations and entrance tests.



ACKNOWLEDGEMENT OF CIRCULARS

Circular No.	Date	Acknowledgement with date

NEATNESS RECORD

Students are always expected to be neat and clean.
Grades will be given on the basis of :

- i) Personal hygiene
- ii) Turn out
- iii) Maintenance of books / Note books / Files.

Name _____

Standard & Section _____ House _____

Date	Remarks	Grade	Class Teacher's Signature
Term I			
Term II			
Term III			

RECORD OF INDISCIPLINE

Date	Remarks	Teacher's Signature	Student's Signature	Parent's Signature

REPORTING LATE TO SCHOOL

Date	Time in	Reasons for being late	Class Teacher's Initials

- ◆ All students of Std I to VIII should not report later than 9.00 am and students of Std IX to XII should not report later than 8.15 am for consideration of attendance for the forenoon session.
- ◆ All students coming in for the post-lunch session to report not later than 1.00 pm for consideration of attendance for the session.
- ◆ Students may note that every fourth entry will attract a penalty of a day's loss of attendance.

ATTENDANCE AND

Name _____

Standard & Section _____

Month	April	June	July	August	September
Working Days					
Days Present					
Leave of Absence	From				
	To				
Reasons					
Leave of Absence	From				
	To				
Reasons					
Leave of Absence	From				
	To				
Reasons					
Leave of Absence	From				
	To				
Reasons					
Leave of Absence	From				
	To				
Reasons					

SCHOOL FEES / TRANSPORT

(To be filled in

Term	Receipt No.	Date of Payment	Amount Rs.
I School Fees			
Transport Fees			
II School Fees			
Transport Fees			
III School Fees			
Transport Fees			

FEES RECORD
by the parent)

Enrol. No. _____

Route No.	Area	Initial of the Class Teacher

**LIST OF HOLIDAYS
2024- 2025**

Month & Date	Day	Festival
April 14 th	Sunday	Tamil New Year
August 15 th	Thursday	Independance Day
August 16 th	Friday	Varalakshmi Pooja
August 26 th	Monday	Krishna Jayanthi
September 7 th	Saturday	Ganesh Chathurthi
October 2 nd	Wednesday	Gandhi Jayanthi
October 31 st	Thursday	Diwali
December 25 th	Wednesday	Christmas
January 1 st	Wednesday	New Year's Day
January 13 th	Monday	Bhogi
January 14 th	Tuesday	Pongal
January 15 th	Wednesday	Thiruvalluvar Dinam
January 16 th	Thursday	Uzhavar Thirunal
January 26 th	Sunday	Republic Day
February 11 th	Tuesday	Thaipooosam

2024-2025

XI - XII

The year 2024-2025 is divided into

Term I - April - September

Term II - October - December

Term III - January - March

FEE TERMS

I Term - April to August

II Term - September to December

III Term - January to March

SCHOOL TIMINGS

I - VIII - 8.30 am - 3.30 pm

IX - XII - 8.00 am - 3.00 pm

Lunch break from
12.40 pm to 1.10 pm

WORKING DAYS

Monday to Friday

For Std IX to XII - Saturdays 8.00 am to 1.00 pm

Compensatory working days and timings for
Std. I to VIII will be announced as and when
necessary.

LIST OF COMPETITIONS 2024 - 2025

COMPETITION	I - V	VI - VIII	IX - XII
1. Certificate Designing	-	-	June 19th
2. Drawing Competition	June 28th	June 28th	June 28th
3. Sloka Competition	July 18th (III- V)	July 18th	-
4. Quiz Competition	August 19th (IV-V)	August 20th	July 10th
5. Literary Week (Tamil/ Hindi)	July 31st -Aug 7th	July 31st -Aug 7th	July 31st -Aug 7th (IX-X)
6. English Literary Week	October 16th - October 23rd	October 16th - October 23rd	October 16th - October 23rd
7. Math Aptitude Test	November 4th	November 4th	-
8. IT Aptitude Test	Nov 13th (IV&V)	November 13th	-
9. Dance Competition	December 2nd	December 2nd	December 2nd (IX)
10. Music Competition	December 5th	December 5th	December 5th (IX)
11. Kids Quiz	February 6th	February 6th	-

CALENDAR
2024 - 2025

APRIL 2024

1 Monday

2 Tuesday

3 Wednesday

The Absolute cannot be divided.

APRIL 2024

4 Thursday

New session begins for I - X and XII Std

5 Friday

6 Saturday

7 Sunday

Every great achievement is done slowly and steadily.

APRIL 2024

8 Monday

9 Tuesday Ugadi (Leave to be given depending on Govt directive)

10 Wednesday Ramzan (Leave to be given depending on Govt directive)

Even our smallest attempts are never in vain.

APRIL 2024

11 Thursday

12 Friday

13 Saturday

14 Sunday

Tamil New Year - Holiday

One atom has the power of the whole universe at its back.

APRIL 2024

15 Monday

16 Tuesday

17 Wednesday

A book is the most tangible form of God.

APRIL 2024

18 Thursday

19 Friday

20 Saturday

21 Sunday

We make our own destiny.

APRIL 2024

22 Monday

23 Tuesday

24 Wednesday

Integrity is the first step to true greatness

APRIL 2024

25 Thursday

26 Friday

27 Saturday

Session Ends - Last working day

28 Sunday

Holidays Begin

We are inclined to judge ourselves by our ideals ; others, by their acts.

APRIL 2024 - MAY 2024

29 Monday

30 Tuesday

1 Wednesday

It is character that pays everywhere.

MAY 2024

2 Thursday

3 Friday

4 Saturday

5 Sunday

The hand was created to give always.

MAY 2024

6 Monday

7 Tuesday

8 Wednesday

A good beginning makes a good ending.

MAY 2024

9 Thursday

10 Friday

11 Saturday

12 Sunday

Quit bad company spontaneously.

MAY 2024

13 Monday

14 Tuesday

15 Wednesday

The future depends on what we do in the present

MAY 2024

16 Thursday

17 Friday

18 Saturday

19 Sunday

The hand was created to give always.

MAY 2024

20 Monday

21 Tuesday

22 Wednesday

Every moment is a new chance

MAY 2024

23 Thursday

24 Friday

25 Saturday

26 Sunday

Ethics is unity ; its basis is love

MAY 2024

27 Monday

28 Tuesday

29 Wednesday

Think happy, be happy.

MAY 2024 - JUNE 2024

30 Thursday

31 Friday

1 Saturday

2 Sunday

Believe you can and you will.

JUNE 2024

3 Monday

4 Tuesday

5 Wednesday

Love is the most important thing in life.

JUNE 2024

6 Thursday

School Reopens for I - XII

7 Friday

8 Saturday

9 Sunday

Always make the best of the best.

JUNE 2024

10 Monday

Mass Drill

11 Tuesday

12 Wednesday

The greatest wealth is health.

JUNE 2024

13 Thursday

14 Friday

15 Saturday

16 Sunday

There is no substitute for hard work.

JUNE 2024

17 Monday Bakrid ((Leave to be given depending on Govt directive)

18 Tuesday

19 Wednesday

Certificate Designing - IX - XII

Treat everyone with respect.

JUNE 2024

20 Thursday

21 Friday

22 Saturday

23 Sunday

Action speaks louder than words.

JUNE 2024

24 Monday

25 Tuesday

26 Wednesday

A smile is the same in any language.

JUNE 2024

27 Thursday

Ampersand

28 Friday

Ampersand / Drawing Competition - I - XII

29 Saturday

30 Sunday

Alumni Meet

Think, thank and smile.

JULY 2024

1 Monday

Mass Drill

2 Tuesday

3 Wednesday

Be polite to others. Say please, thank you.

JULY 2024

4 Thursday

5 Friday

CV MUN 2024

6 Saturday

CV MUN 2024

7 Sunday

CV MUN 2024

Smiling is contagious.

JULY 2024

8 Monday

9 Tuesday

10 Wednesday

Quiz Competition – IX - XII

Honesty is the best policy.

JULY 2024

11 Thursday

12 Friday

13 Saturday

14 Sunday

Think before you act.

JULY 2024

15 Monday

16 Tuesday

17 Wednesday

Muharram

Many hands make light work.

JULY 2024

18 Thursday

Sloka Competition – Pre-KG - VIII

19 Friday

20 Saturday

21 Sunday

Regular exercise keeps you fit.

JULY 2024

22 Monday

23 Tuesday

24 Wednesday

Practice makes a man perfect.

JULY 2024

25 Thursday

26 Friday

27 Saturday

28 Sunday

Sports Day

Be positive.

JULY 2024

29 Monday

30 Tuesday

31 Wednesday

Literary Week Begins (Hindi/Tamil) I - X

God helps those who help themselves.

AUGUST 2024

1 Thursday

2 Friday

3 Saturday

4 Sunday

God helps those who help themselves.

AUGUST 2024

5 Monday

Mass Drill

6 Tuesday

7 Wednesday

Literary Week Ends (Hindi/Tamil) I – X

Knowledge is power.

AUGUST 2024

8 Thursday

CV Legis Festis

9 Friday

CV Legis Festis

10 Saturday

CV Legis Festis

11 Sunday

Prayer brings victory.

AUGUST 2024

12 Monday

13 Tuesday

14 Wednesday

Cleanliness is next to Godliness.

AUGUST 2024

15 Thursday

Independence Day - Holiday

16 Friday

Varalakshmi Pooja - Holiday

17 Saturday

18 Sunday

Know all, love all and serve all.

AUGUST 2024

19 Monday

Quiz Competition IV - V

20 Tuesday

Quiz Competition VI - VIII

21 Wednesday

Live green, love green, think green.

AUGUST 2024

22 Thursday

23 Friday

Maithri 2024

24 Saturday

Maithri 2024

25 Sunday

Save trees, save our earth.

AUGUST 2024

26 Monday

Krishna Jayanthi - Holiday

27 Tuesday

28 Wednesday

If you want a friend, be a friend.

AUGUST 2024 - SEPTEMBER 2024

29 Thursday

30 Friday

31 Saturday

1 Sunday

Look before you leap.

SEPTEMBER 2024

2 Monday

Mass Drill

3 Tuesday

4 Wednesday

Try,try,try till you succeed.

SEPTEMBER 2024

5 Thursday Onam (Leave to be given depending on Govt directive)

6 Friday

7 Saturday Vinayaka Chaturthi - Holiday

8 Sunday

A friend in need is a friend indeed.

SEPTEMBER 2024

9 Monday

10 Tuesday

Pragya Psychology Fest

11 Wednesday

Laugh at funny things.

SEPTEMBER 2024

12 Thursday

13 Friday

14 Saturday

15 Sunday

Follow the rules.

SEPTEMBER 2024

16 Monday

Milad-um-Nabi

17 Tuesday

18 Wednesday

Treat others with respect.

SEPTEMBER 2024

19 Thursday

20 Friday

21 Saturday

Term I Examination Begins

22 Sunday

Family matters. Appreciate your family.

SEPTEMBER 2024

23 Monday

24 Tuesday

25 Wednesday

Appreciate your teachers.

SEPTEMBER 2024

26 Thursday

27 Friday

28 Saturday

29 Sunday

Life is a learning journey. Learn something everyday.

SEPTEMBER 2024 - OCTOBER 2024

30 Monday

1 Tuesday

2 Wednesday

Gandhi Jayanthi - Holiday

Choose the future you want and work towards it.

OCTOBER 2024

3 Thursday

Term I Examination Ends

4 Friday

Pooja Holidays Begin

5 Saturday

6 Sunday

Cherish everyday of your life and look forward for a better, brighter future.

OCTOBER 2024

7 Monday

8 Tuesday

9 Wednesday

Eat healthy because your body is important to you.

OCTOBER 2024

10 Thursday

11 Friday

Saraswati Pooja

12 Saturday

Vijayadasami School Reopens for Term - II

13 Sunday

Unity is strength.

OCTOBER 2024

14 Monday

Mass Drill

15 Tuesday

16 Wednesday

English Literary Week Begins I - XII

Think happy, be happy.

OCTOBER 2024

17 Thursday

18 Friday

19 Saturday

20 Sunday

Believe you can and you will.

OCTOBER 2024

21 Monday

22 Tuesday

23 Wednesday

English Literary Week Ends I - XII

Love is the most important thing in life.

OCTOBER 2024

24 Thursday

25 Friday

26 Saturday

27 Sunday

Always make the best of the best.

OCTOBER 2024

28 Monday

29 Tuesday

30 Wednesday

The greatest wealth is health.

OCTOBER 2024 - NOVEMBER 2024

31 Thursday

Diwali - Holiday

1 Friday

2 Saturday

3 Sunday

There is no substitute for hard work.

NOVEMBER 2024

4 Monday

Maths Aptitude Test I – VIII / Mass Drill

5 Tuesday

6 Wednesday

Treat everyone with respect.

NOVEMBER 2024

7 Thursday

8 Friday

9 Saturday

10 Sunday

Action speaks louder than words.

NOVEMBER 2024

11 Monday

12 Tuesday

13 Wednesday

IT Aptitude Test IV - VIII

A smile is the same in any language.

NOVEMBER 2024

14 Thursday

15 Friday

Sangamam – Pol. Sci. Club / Youth Parliament

16 Saturday

17 Sunday

Think, thank and smile.

NOVEMBER 2024

18 Monday

19 Tuesday

20 Wednesday

Be polite to others. Say please, thank you.

NOVEMBER 2024

21 Thursday

22 Friday

23 Saturday

24 Sunday

Smiling is contagious.

NOVEMBER 2024

25 Monday

26 Tuesday

27 Wednesday

Bard's Beacon

Honesty is the best policy.

NOVEMBER 2024

28 Thursday

29 Friday

30 Saturday

1 Sunday

Think before you act.

DECEMBER 2024

2 Monday

Dance Competition I – IX / Mass Drill

3 Tuesday

4 Wednesday

Practice makes a man perfect.

DECEMBER 2024

5 Thursday

Music Competition I - IX

6 Friday

7 Saturday

8 Sunday

Be positive.

DECEMBER 2024

9 Monday

10 Tuesday

11 Wednesday

God helps those who help themselves.

DECEMBER 2024

12 Thursday

Term II Examination Begins

13 Friday

14 Saturday

15 Sunday

A good beginning makes a good ending.

DECEMBER 2024

16 Monday

17 Tuesday

18 Wednesday

Knowledge is power.

DECEMBER 2024

19 Thursday

20 Friday

21 Saturday

22 Sunday

Prayer brings victory.

DECEMBER 2024

23 Monday Term II Examination Ends – Last working Day for Term II

24 Tuesday

Holidays Begin

25 Wednesday

Christmas

Cleanliness is next to Godliness.

DECEMBER 2024

26 Thursday

27 Friday

28 Saturday

29 Sunday

Know all, love all and serve all.

DECEMBER 2024 - JANUARY 2025

30 Monday

31 Tuesday

1 Wednesday

New Year's Day - Holiday

Live green, love green, think green.

JANUARY 2025

2 Thursday

School Reopens

3 Friday

4 Saturday

5 Sunday

Save trees, save our earth.

JANUARY 2025

6 Monday

Mass Drill

7 Tuesday

8 Wednesday

Try,try,try till you succeed.

JANUARY 2025

9 Thursday

10 Friday

11 Saturday

12 Sunday

A friend in need is a friend in deed.

JANUARY 2025

13 Monday

Bhogi - Holiday

14 Tuesday

Pongal - Holiday

15 Wednesday

Thiruvalluvar Dinam - Holiday

Laugh at funny things.

JANUARY 2025

16 Thursday

Uzhavar Thirunal - Holiday

17 Friday

18 Saturday

19 Sunday

Follow the rules.

JANUARY 2025

20 Monday

21 Tuesday

22 Wednesday

Treat others with respect.

JANUARY 2025

23 Thursday

24 Friday

25 Saturday

26 Sunday

Republic Day - Holiday

Family matters. Appreciate your family.

JANUARY 2025

27 Monday

28 Tuesday

29 Wednesday

Appreciate your teachers.

JANUARY 2025 - FEBRUARY 2025

30 Thursday

Annual Day - Chettinad Vidyalaya

31 Friday

Annual Day – Chettinad Vidyashram Std I – V (Juniors)

1 Saturday

Annual Day – Chettinad Vidyashram Std VI – XII (Seniors)

2 Sunday

Life is a learning journey. Learn something everyday.

FEBRUARY 2025

3 Monday

Mass Drill

4 Tuesday

5 Wednesday

Choose the future you want and work towards it.

FEBRUARY 2025

6 Thursday

Kids Quiz I - VIII

7 Friday

8 Saturday

9 Sunday

Cherish everyday of your life and look forward for a better, brighter future.

FEBRUARY 2025

10 Monday

11 Tuesday

Thai Poosam - Holiday

12 Wednesday

Eat healthy because your body is important to you.

FEBRUARY 2025

13 Thursday

14 Friday

15 Saturday

16 Sunday

Unity is strength.

FEBRUARY 2025

17 Monday

Annual Examination Begins I -VIII / IX & XI

18 Tuesday

19 Wednesday

Think happy, be happy.

FEBRUARY 2025

20 Thursday

21 Friday

22 Saturday

23 Sunday

Believe you can and you will.

FEBRUARY 2025

24 Monday

25 Tuesday

26 Wednesday

Love is the most important thing in life.

FEBRUARY 2025 - MARCH 2025

27 Thursday

Annual Examination Ends (I-VIII / IX & XI)

28 Friday

1 Saturday

2 Sunday

Always make the best of the best.

MARCH 2025

3 Monday

4 Tuesday

5 Wednesday

The greatest wealth is health.

MARCH 2025

6 Thursday

7 Friday

8 Saturday

9 Sunday

There is no substitute for hard work.

MARCH 2025

10 Monday

11 Tuesday

12 Wednesday

Treat everyone with respect.

MARCH 2025

13 Thursday

14 Friday

15 Saturday

16 Sunday

Action speaks louder than words.

MARCH 2025

17 Monday

18 Tuesday

19 Wednesday

A smile is the same in any language.

MARCH 2025

20 Thursday

21 Friday

22 Saturday

23 Sunday

There must be some culture in the blood.

MARCH 2025

24 Monday

25 Tuesday

26 Wednesday

It is good to be born a child, but bad to remain a child always.

MARCH 2025

27 Thursday

28 Friday

29 Saturday

30 Sunday

Ugadi

The command will come by itself

MARCH 2025 - April 2025

31 Monday Ramzan (Leave to be given depending on Govt directive)

1 Tuesday

2 Wednesday

It is good to be born a child, but bad to remain a child always.

April 2025

3 Thursday

4 Friday

5 Saturday

6 Sunday

There must be some culture in the blood.

