

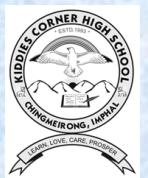
KIDDIES CORNER HIGH SCHOOL

(Govt. Recognized)

Recognition no. 10843



PROSPECTUS



Introduction

Kiddies Corner High School Imphal is an English Medium Co – educational Institution. It admits children Irrespective of caste or creed. It was established in 1993 at Chingmeirong. It is own and solely managed by the Kiddies Corner Residential Society.

The school provides a sound atmosphere where learning is imparted with tender consideration. At the Kindergarten level it is a playground of learning with timely corrections and guidance.

The School is located on the eastern side of Manipur Assembly.

Aims and Objectives

The aim of the Institution is to impart sound education by cultivating in the students habits of piety, virtue, self-reliance and discipline, while they go through their studies. Hence particular attention is given to discipline and character formation by means of religious and moral instruction.

In order to achieve its educational goals, the school is divided into four sections:

Kindergarten School	-	Pre Nursery to UKG
Junior School	-	Class I to Class V
Middle School	-	Class VI to Class VIII
High School	-	Class IX to X

WORKING HOURS

OFFICE: - **9.00 a.m. to 12. 30 p.m.**

No School Business will be transacted during holidays.

School Timing:

Pre-Nursery to UKG	-	9.00 a.m – 2.00 p.m.
Class I to X	-	9.00 a.m. – 2.55 p.m.

We requests that no telephone calls be made before 9.00 a.m. and after 4.00 p.m.



ADMISSION

No pupil will be admitted without the Transfer Certificate from the last school attended. The T.C should be countersigned by the Education Department in the case of those coming from States other than Manipur.

The T.C will be issued only on a written requisition made by the parents/guardian. It will be issued only when the fees have been paid in full.

Children should have completed 5 years as on 1st March of the year of admission in order to qualify for admission to Class I.

Examination

Terminal Examination will be held in April and August and the final examination in November. Pupils absent for examination, will not be examined separately.

Pupils absent from examination will be considered as having failed unless it is established that their absence was due to illness.

If any student is caught copying or any other malpractice or in possession of any material, written or printed, related to the current paper, he/she will be sent out of the examination hall and that paper will not be evaluated. Also please note that the student will be dismissed at the end of the academic year.



The Academic Year is divided into three terms

1st Term - January- April

2nd Term - May - August

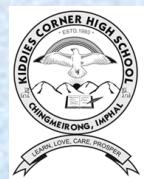
3rd Term - September - December

Fee Regulations

The School fees are to be paid on a monthly basis, before the 10th of every Month, failure of which will invite a fine of Rs. 50/- per month.

BANK:

Fees have to be paid at Urban Co-operative Bank, Sangakpham branch.



School Uniform – Dress Code



1. Maroon Pant/Skirt and Coffee & White Check shirt.
2. White Pants/Skirt and House T – Shirt.
3. School Pullover or Blazer (Black)
4. Maroon tie with School logo
5. Black Socks with KCHS print and black shoes, white socks with KCHS print and white canvas.
(shoes are to be school shoes only)

Uniforms will be available at Mahavir Stores, Paona Bazar

HOUSE SYSTEM:

The students have been divided into FOUR Houses:

Yellow Red Green Blue

Note: The school uniform is compulsory on all class days and at school functions. All should be clean and always neatly dressed.



HAIR: Girls

Short hair must be pinned neatly. Locks of hair should not fall on the forehead.

Short pony tails must be tied with red ribbons.

Long hair must be plaited neatly and held together with black bands or ribbons.

No flower or decorative ornaments should adorn the hair.

Colouring of hair is strictly prohibited.



HAIR: Boys

Boys must keep their hair neat and should be cut short. No long hair is permitted.

Boys are strictly prohibited from wearing ornaments or bands on the neck, wrist or ears or sport tattoos.

Colouring of hair is strictly prohibited.





General Regulations

DISCIPLINE: A major breach of discipline, indulgence in grave misconduct or found guilty of instigating others to acts of indiscipline, may render a student liable to expulsion.

The Principal's decision in this regard is final. The conduct certificate issued to a student when leaving the school would depend entirely on the student's behaviour during his/her school career.

DEPORTMENT: Personal cleanliness and respectful behaviour towards Staff, Visitors and fellow students are expected at all times. Hence, hands in pockets, a slouching gait, untidiness etc. are considered to be unbecoming of an ideal student.

SCHOOL ASSEMBLY: All students from Class I to Class X must attend general assembly. Students will assemble class wise and absolute silence must be maintained.

After the assembly, students should march briskly, silently and in order to their respective class rooms. Silence is to be observed throughout the school hours and also when moving from one class to another. The class leader will be incharge of the discipline of the class until the teacher arrives.



CONVERSATION: As English is the medium of instruction, it is compulsory for all the students to speak in English at all times, except the language period.

ABSENCE: Students of Class VI and above will pay a fine of Rs. 25/- if leave is taken for no valid reason. Leave is permitted on prior permission only for important family functions. A pupil absent from class due to illness or some unforeseen circumstance will bring a letter from his/her parent's explaining the reason for his/her absence. Prior sanction must be obtained for leave for any other reason. The Principal may refuse leave to any student without assigning any reason.

If absence on account of illness lasts for more than three days, the application for leave must be made to the Principal accompanied by a Regd. Doctor's Certificate. Defaulters shall be excluded from class or fined.

Those who return to school after absenting themselves without permission, shall not enter the class without the sanction of the Principal.

If for some justified reason the pupil cannot be present on the reopening day, the Principal should be informed of it in advance failing which his/her name will be removed from the school Register and that seat would be given to one of the many deserving applicants.



SCHOOL PROPERTY

It is forbidden to write or scribble or to splash ink on the school or compound walls or desk, and in any way disfigure or damage school property. Severe action will be taken against pupils not adhering to this rule. The costs of repairs or replacement will be charged to the parents of those students.



VALUABLES: The school is not responsible for goods that are lost. It is advisable for students not to bring valuable articles like expensive watches, gold ornaments, etc.

Kindly Note: Students are strictly warned not to carry mobile phones into the school campus. Any violation of this rule, would result in the authorities confiscating the phone. The phone will not be returned.

UNSATISFACTORY PROGRESS: Frequent absence, lack of application to study or failure to make satisfactory progress, may lead to exclusion from examinations and make it necessary for the School authorities to demand the student's withdrawal.

SECURITY: Students are not allowed to leave the school premises without permission from the Principal.

Those who go home alone, particularly after games or functions should not loiter on the way, but be prompt in going straight home. Students are warned not to buy anything, especially eatables from street vendors.

Parents must be strict about their daughters returning home from school immediately after games. If their daughters fail in this regard, it should be promptly reported to the Principal.

Maximum precaution will be taken for the safety of every child. However, if any unavoidable accident takes place, the School authorities will not be held responsible.

- The Class room and Campus is under 24 x 7 CCTV Surveillance
- The School Gate (Front & Back) are manned by a professional security guard.
- The School is well-equipped with the norms of fire safety and provisions have been made to prevent any untoward fire incident.

Promotions: In keeping with the Education Policy of the Government of Manipur, education will be a continuous course of study. However, the performance of the students will be reviewed throughout the year by conducting tests and Examinations. This assessment will be a continuous process and will not be confined to only the Annual Examination. If any student is unable to cope with the work – load of a particular class, if a student remains unfit to take up the next higher class his/her name will be removed from the register.



Co-operation Of Parents

Prime importance is attached to building a sound character in Students.

The co-operation of all parents is expected in ensuring their ward's regular and punctual attendance, good general behaviour and execution of Homework.

Parents are welcome, to come and discuss their problems in regard to their children with the staff of the school and the Principal, but with prior appointment. They are requested to co – operate with the school Authorities to enforce regularity, punctuality and discipline in the interest of the pupils. Parents/Guardians should get prior written permission from the Principal to meet the teachers.

Parents should inspect the pupil's diary regularly. Remark entered in the school diary should be acknowledged by parents. Failure to do the same will be dealt with seriously.

Parents must attend the opening days and collect the Progress Report and return the same to the Class Teacher within a week.

The School will not be responsible for the parent's failure to see the Progress Report for their child. Parents should not sent their children to school if they are sick and in case of treatment until fully recovered.

Changes in the address/Phone numbers of parents or guardian must be intimated to the school in writing and without delay, failing which the school will not be responsible for the non-receipt of communication addressed to the parent or guardian.

The interest and encouragement of parents on the all-round progress of their children is an invaluable asset to the boy/girl and to the school.

Parents are expected to enquire about the progress of their child from the teacher as often as possible, especially at the beginning of the second and third terms and the opening days.



Academics

Within the broad framework of the school curriculum, a multi-dimensional approach makes the learning process effective and enjoyable.

This makes learning an enjoyable experience and provides a strong foundation for further development. Progress is evaluated through a continuous assessment programme.

The Primary School students are gradually introduced to a more formal pattern of learning. A flexible syllabus provides scope for originality and creativity, while emphasis is laid on understanding of the subject matter. Progress is determined by the student's performance in the Unit Test and Term Examinations.



The students of the middle school are trained to follow the syllabus prescribed by the Board of Secondary Education Manipur. The mid-term test helps them to cope with the increasing volume of portions. Progress is determined by the student's performance in all the Three Terminal Examinations.

At the High School levels, academics are more exams-oriented. These prepare the students to face the Board examinations with confidence.

The unique student-teacher relationship ensures that the students are able to realize and develop their potential.

LANGUAGES: Students have a choice of second language. They can choose Hindi or Manipuri. However this is allowed only from Class IX and above.

THE TEACHING FACULTY:



Effective teaching requires a blend of innovative teaching styles, techniques and activities. Qualified and experienced teachers combine expertise with resourcefulness to bring out the best in the students.

VALUE EDUCATION: It forms an integral part of the curriculum, with emphasis on the development of life skills. The value based assemblies help the students to imbibe values and principles which will help them grow into effective and loving human beings.



CO-CURRICULAR ACTIVITIES



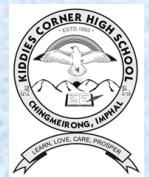
Children are involved in co-curricular activities that keep them highly motivated. their talents and creativity are explored to the maximum through active participation in many different fields of activities example painting, handicraft, singing, dancing etc.

CAREER GUIDANCE: Talks on “Career guidance” for Class X provide information on the various career opportunities. The students receive guidance from resource persons on important issues such as aptitude, choice of subjects at the Higher Secondary level and consequent college education. An awareness of the changing scenario in national and global trends helps them to integrate their ideas, aspirations and values.

Extra – Curricular Activities

Creativity and imagination are two of the several assets that student possess in abundance. Expression through their talents gives them a sense of fulfilment and achievement. The extra-curricular activities give every student a valuable opportunity to realize his/her potential. They promote healthy inter-personal relationships and foster values such as co-operation, commitment and excellence.





CULTURAL PROGRAMMES: The cultural activities at all levels are organized with a view to identify and develop talent. Almost every student develops the confidence to go on stage. In the process, they develop initiative, creativity, originality and organizational skills.



SPORTS AND GAMES: The rules of life are most effectively learned on the play field. Sporting activities nurture a wide range of human qualities. Students who have exceptional skills in sports and games are encouraged to develop those skills through various competitions.

The Annual Sports Meet provides ample opportunities for healthy competition and sportsmanship.



PUBLIC SPEAKING: The oratorical skills of the students receive an added impetus through participation in inter-school speech competitions in both Manipuri and English.

MUSIC: The school choir helps to develop musical talent. There are ample opportunities for students to fine-tune their skills in both vocal and instrument music. For these music instruments and classes are provided.

SCIENCE LABORATORIES: The students receive valuable practical experience in the Physics, Chemistry and Biology Labs which are equipped with modern facilities and laboratory equipment. The labs are well maintained and have qualified lab attendants.





LIBRARY: The school boasts of a large library where children are encouraged to read and enhance their learning through reference and research work. Well stocked, with the latest editions of journal, encyclopaedias, fiction and non-fiction books, the library is a quiet haven for those who wish to take a break from the stress and strain of the school routine.



ACTIVITY ROOM: Expression is a key ingredient to making a leader. The correct channel that one uses determines a leader from the rest. Here, the school takes considerable care to help children express their talents and creative skills, moulds them and gives them a platform to showcase it. The activity room is one such facility provided by the school to help nurture the children creative ideas. The school makes it a point to make this room a buzzing ground of knowledge hungry young energetic students exchanging ideas and making it a reality.

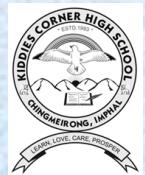
SCHOOL AUDITORIUM: The school boast of a spacious and well-ventilated auditorium where school programs and functions are held. Moreover, provisions of indoor games are made available in the auditorium to the students where they can come and exhibit their sporting talents on regular basis.

COMPUTER CENTRE: In keeping with the tremendous advancement in the field of Information Technology, the computer centre has been equipped with the latest software and hardware. Students from Class-III onwards make use of the computer centre, during the computer period as per their time table.



COUNSELLING CENTRE: A unique feature of the school is the Counselling Centre which functions during school hours. A trained Counsellor is made available to any student who feels the need to seek counselling or guidance on a wide spectrum of personal problems.





HOSTEL

The Greenhill Hall established in 1989 and built amidst picturesque surroundings provides an ideal and secure home for students of Kiddies Corner High School. The Hall Caters to the educational needs of children whose parents reside away from good learning centre. It offers an exclusive set up that provides enough exposure to living in a community; develop self-discipline and a spirit of co-operation. Children are motivated to take initiative, be self-reliant, tolerant and respective to ideas, respect elders, seniors and are guided to inculcate deep moral values that they may emerge as strong characterised personalities with healthy attitudes.



MANAGEMENT: The Hall is managed by the Kiddies Corner Residential School Society.

ADMISSION: Screening for admission to the hall is a must. Parents/Guardians are to accompany their child/ward. Prospectus may be obtained from the School Office and the enclosed official application form must be completed and submitted with all necessary testimonials before the last date of acceptance.

The child shall be treated as admitted only after receipt of fees and security deposit within the stipulated time.

Mode of Payment: Boarding fees can be paid in three instalments Refer to payment slip.

ADMISSION: Rs. 2000 for new students

Rs. 1500 for old students

DEPOSIT: At the time of acceptance, a security deposit of Rs. 4500/- (Four thousand five hundred) must be paid. This will remain in the hostel and will be adjusted against pupil's final bill. The security deposit will be forfeited if expelled or pupil leaves the home before term end.

Boarding Fees should be paid in 3 instalments. An amount of Rs. 4500/- (Four thousand five hundred) will be charged per month. Mess fees may increase in case of rise in market price of consumable items.

OTHER FACILITIES: Among the other facilities available in the school, are bright and airy classrooms, a vast playground, a beautiful garden, a canteen, a spacious cycle stand, the school van and an "Infirmary" where medical emergencies are taken care of.