

St. Xavier's High School



PROSPECTUS



St. Xavier's High School

An English Medium Co-Education Institution C.B.S.E. Curriculum
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"Education is the key to unlocking the world, a passport to freedom."

OUR PATRON....



Born : April 7, 1506

Died : December 3, 1552

Occupation : Missionary

St Francis Xavier Pray for Us



St. Xavier's High School

Assessment / Examination

We do believe that the sole object of assessment is to find out the launching point from where the teacher can facilitate the child's learning process. For us wrong answers are as important as correct answer to provides the true picture of the problem the child is facing. All applicants are invited to a conversation where they are given an opportunity to tell us about their interests and achievements. Because education is a three way partnership, we also look forward to having a conversation with their parents. If the student has previously attended a school we require copies of his/her most recent school reports and Transfer Certificate along with a statement from the school regarding his/her character and aptitude. Completed Forms may be submitted to the school office.



Enrolment in St. Xavier's implies on the part of both pupils and parents a willingness to comply with all the requirements and rules of the school. The principal has the right to suspend the attendance or require the withdrawal of any pupil without having to assign any reason, provided that she is satisfied that such a step is necessary in the interest of the school.

The Principal reserves the right to waive any of the rules contained herein without assigning any reason for his/her action.

The interpretation of any rules in the prospectus, as well as any amendment to it, rests solely and entirely with the Governing Body of the school, which shall be final and binding on parents/Guardians and in no case lie in any court of law in respect of their decision.



St. Xavier's High School

A WORD TO PARENTS !

In this ever changing world, we seldom think rationally and the result being that we are always the last passengers to board the flight! We speak of modernizations and think proudly to be in the 21 st century never giving a second thought whether we are in tune with the changes, In fact we are too bold to accept the fact that there is still so much to learn, We have to make strong commitments to remove our mistakes and accept reality. It is only then that our society and country will be put into gear to surpass the present ups and downs, We beings Indians, it is our prime duty to help the ignorant ones and to realise problems like illiteracy and communalism, The young generation is easily shadowed by westernisation and ends up forgetting the rich cultural heritage of our country.

When a child fails to redeem his/her honour, he/she either become aggressive or turn introvert and therefore proper psychiatric treatment and counseling is needed to be given by the teachers and the parents whether at home or at the school level, The teachers should be confident of their subject teaching and they should take up teaching as a profession with full devotion and dedication in order to impart proper education in true sense of the term. I strongly support Mr. Shiva Khera's slogan "Educating the MIND without MORALS creates a MANIAC in the society". Hence a great effort is needed for the upliftment of the all round development of a student. "Time and tide waits for none". Keeping this in view, we should try to procure the best and forget the rest.

"The education of most value is that which draws out the faculties of a student so as to enable him or her to solve the problems of Life!" - Mahatma Gandhi

India has made rapid stride into 21st Century and has progressed as a nation from strength to strength in almost every aspect. With its rich blend or traditional values and cultural heritage and the modernity brought in by cross cultural integration of the global village, India is on a fascinating threshold for striking the right balance.

The world fast moving towards knowledge based society with free flow of information enabled by ever evolving communication and computing system. Technology has become indispensable even in our day to day life.

The dynamics if the society today has changed dramatically and hence requires great deal of imagination, creativity, multiple skills, International mindedness, Quick wittedness, an inherent power of anticipation and decision making to enable individuals to succeed in the global competitive scenario.

A School today is entrusted with responsibility to expose children to the education system which is in tune with its time and also to hone their academic, mental, physical and emotional strength for their holistic development.

We at St. Xavier's are committed to help our students to master the expanding horizons of technology, develop self awareness, academic excellence and global perspective, as also to become the repository of a deep commitment to Moral Values, India ethos and culture, so as to transform them into a true global citizen and to even better human being.



St. Xavier's High School

THE VISION

The Institution envisages to plan a movement seeking to reintegrate Indian culture, by the application of the modern critical apparatus to its anxiety to preserve the heritage that is useful with the courage to replace it with more effective expressions of the Indian spirit in consonance with its present circumstances. Finding ourselves, in an era of liberalization, optimism and a virtual revolution. no body can cast a blind eye towards proper education. It is the time of realizing those vision, that the social reformers and the nationalist leadership longed for, implement in reality in the dawn of the twentieth century. That was an era of idealism, this one is of implementation. Our earnest hope is that realizing and absorbing the brighter rays that Education provides the Scholars will be enlightened and the meaning of education itself be expressed by it's vivid revelation through the students.

AIMS & OBJECTIVES

We provide a cost effective base for pursuing comprehensive education program, to develop academic knowledge and skill along with essential ingredients of entrepreneurial attitude and orientation.

- To create related opportunities and activities for generating innovation and excellence.
- We believe that a child is like a plant that needs proper nurturing to enhance spontaneous and well rounded growth.
- We believe that no matter what the background of a child may be, each student has tremendous potential that needs to be unearthed and brought to the forefront.
- To provide sound and all round education through the medium of English.

Our aim to produce a responsible global citizen whose potential we have unleashed and who has a strong foundation of knowledge, skill and values essential to face the challenges of the modern world.



PHOTO GALLERY

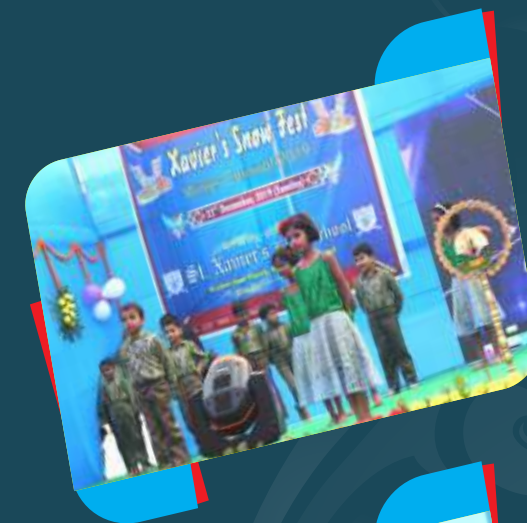
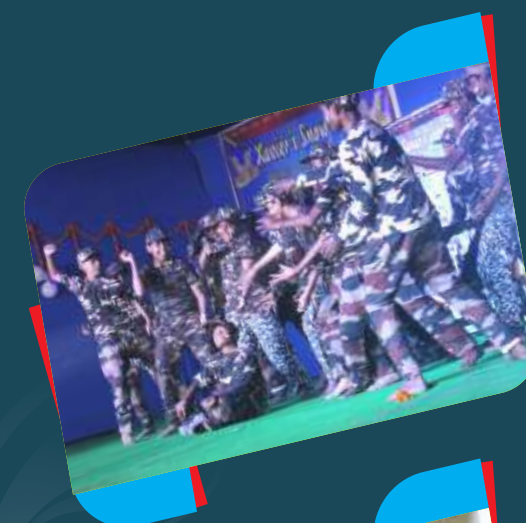




PHOTO GALLERY



OUR PHILOSOPHY

1. We believe in the dignity and the worth of each student and recognize the importance of their responsibilities to fellow-men in the world community.
2. Youth should have equal opportunities for deduction consistent with their individual capabilities and their personal and social needs.
3. Education should be encouraged in the students to develop personal values and thinking process which will facilitate their intelligent adaptability to the changing society.
4. Each student must develop :
 - (A) A mastery of the skill communication and learning.
 - (B) The ability to think clearly, logically and independently.
 - (C) Understanding an appreciation of Cultural, Scientific, Economics, Political, ideas and practices.
 - (D) Good health and physical fitness enabling the students to live an energetic, wholesome and productive life.
 - (E) Appreciate ethical and cultural values.





St. Xavier's High School

THE INFRASTRUCTURE

The School Infrastructure has been designed so as to incorporate all the facilities necessary for imparting holistic education.

Library cum A/V Room

The Library has rich collection of Books on Various Subjects and from across the world. It includes Fables, Short Stories, Novels, Mythology, Encyclopedias, Dictionary, Maps & Charts Reference Books, Magazines and News Paper etc. It also has provision for Audio-Visual with rich collection of CD's/DVD's. In the series of our effect to provide world class education we have Digital Class in our schools.

Digital Class

Digital class is a digital initiative pioneered and invented and has already been adopted by over 3000 progressive schools in India. Digital class is transforming the way teachers teach students learn in school. It's a new age technology movement that is fast becoming an imperative for schools.



Art, Craft & Other Facilities

The School has facility to train students in various creative activities such as Art & Craft, Dance, Drama & Music etc. Its also provides necessary training for students interested in marshal Art, Yoga etc.

Sports Arena

The School has facility to train students both in indoor and outdoor games such as Basketball, Volleyball, Badminton, Cricket, Table-Tennis, Chess etc.

Science Lab

The Composite Science Laboratory is full equipped to fulfill the requirement of observation, demonstration and experimentation in Physics, Chemistry, Biology and Maths Lab Separately dedicated for each subject up to Senior Secondary School Level.

Computer Lab

The Computer Lab has latest computer together with Internet Wi-Fi connectivity.

St. Xavier's High School



PHOTO GALLERY





BEHAVIOR FOR LEARNING

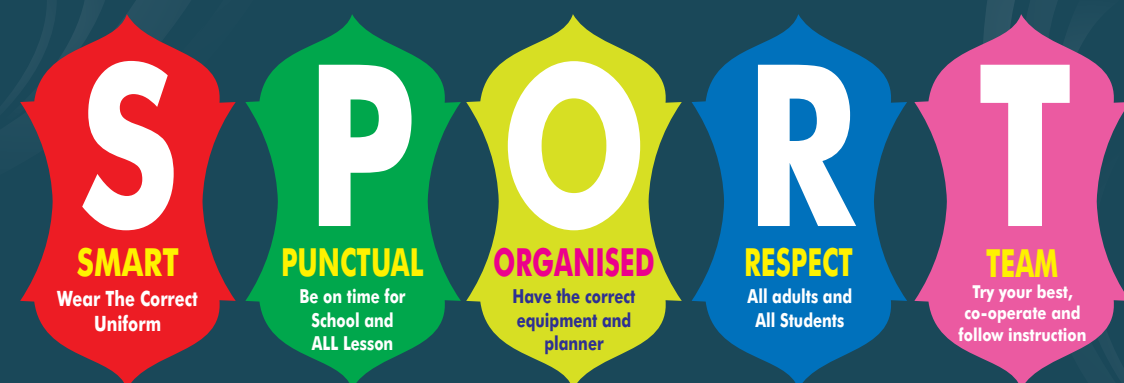
We have high expectations of students and encourage self discipline.

All students are expected to behave in a responsible manner and show consideration, courtesy and respect for other people, property and their surroundings. The School's Code of Conduct and behavior for learning policy is clearly spelt out to students and there are well defined courses of action which may be taken if students misbehave. When problems occur, parents are kept closely informed and, if necessary are invited into the school to discuss the situation. A five tier system of consequences does reports and in very serious cases exclusion are sanctions employed to support our Behavior for learning Policy.

The school does, however try to minimize these problems by encouraging a school culture which emphasis success, Merits or credits are awarded for praiseworthy contribution in all areas of school life both inside and outside the classroom. For outstanding positive contributions to the school, certificates of commendation are awarded.

Throughout the year a number of star students are identified and prize given assemblies are held at which the efforts and contributions of everyone, not just the prize winners are celebrated.

The Classroom Expectations



ADMISSION

A. For the classes 1st to 8th students who have attended recognized English Medium School and are able to receive instructions in English at their level, are considered for admission. Admission normally take place in March, on the basis of entrance tests and interview. Application for admission are entertained only for the classes in which vacancies are anticipated. Registrations can be closed at any time at the discretion of the Principal.

B. Transfer cases like new students coming into the city on transfer are considered for admission in the month of July, subject to the conditions mentioned above. REGISTRATION dose NOT guarantee Admission, which will be subject to suitability and availability of vacancies. Admission to the school is subjected to the condition that consolidated fees for the year will have to be paid, if the student is withdrawn at any time later than the 30th of June. A student will not be enrolled in any class until they produce a transfer Certificate from the school last attended. The transfer certificate is needed to be countersigned by the District Inspector of school, if the candidate is from another State.

The principal reserves the right to refuse admission without assigning any reason.

FEE :

- {A} Fees is to be cleared before 10th of every month failing which, late fine shall be charged along with the fee after that date, which has to be submitted in the bank,
- {B} School tuition fees are to be borne by the guardians for one full session (12 Months)
- {C} No exemption/deduction in fee will be made on account of broken period/holidays or absence from class.
- {D} Prior to summer & winter vacations, if fees is not paid before the last date, as per notice, the name of the student the student will not be included in the attendance register on the commencement of school.

{E} No student will be allowed to appear for examination unless all dues have been cleared.

{F} Non payment of fee for 2 consecutive months will lead to automatic removal and cancellation of admission from the school and in this case a child has to seek fresh admission after paying the full admission fee.

{G} Prior to the new academic session, the tuition fee for current month along with development fee and other misc. charges have to be paid by the guardian before the date intimated earlier failing which wards will not be enrolled in new classes.

TRANSFERS

Transfer Certificate will be issued from the school on a payment of Rs. 1000/- Duplicate Transfer certificate will be issued on application and sufficient reason on the payment of Rs. 1000/-

Separate birth certificate is required is and will be issued after verification, on a payment of Rs. 500/-

DISMISSAL

A child may be expelled from the school on the following grounds :

- {A} Misbehavior with Principal, Vice Principal or any Teaching Staff of the school.
- {B} Absence from the class for class for more than prescribed days.
- {C} Against proven disciplinary actions in the school premises or with the school students.
- {D} Non-payment of School-fee for two consecutive months.



St. Xavier's High School

CURRICULUM

The school Academic Session extends from April to March. The course of studies is based on the syllabus prescribed by Central Board of Secondary Education New Delhi. The school curriculum is not only stimulating but also extremely precise in its approach.

The medium of instruction is English, the international language of today. Hindi however, has a vital role in the curriculum and is taught daily in all standards. The education of St. Xavier's is liberal and universal but at the same time it is Indian and firmly rooted in Indian History and tradition.

The curriculum therefore embraces English (literature & composition), Hindi (literature & composition), Social Studies, Mathematics, Science, Art & Craft, Games, Music, Tae-K-wondo & Physical education along with vocational courses like Fashion design is also included in the curriculum. An additional subject of prime importance Environmental Education (EVS) and Moral science is also included in the curriculum.

Counseling and Personality Development

Apart from classroom learning, workshops, outing, guest lectures, inter house and inter-school competitions & celebrations of festivals are arranged so that studies are exposed to varied and stimulating experienced for their overall personality growth.

THE SCHOOL PROVIDES P.D. CLASSES FROM CLASS 1st ONWARDS.

Counseling Sessions

A healthy, well adjusted, happy mind functions better than one which is full of worries and anxieties. The counseling sessions that the school has started aim at helping children with behavioral and emotional problems. Those with difficulties in learning, like dyslexic children and those with attention deficit disorders are also helped.



St. Xavier's High School

BEHAVIOR FOR LEARNING



SCHOOL UNIFORM

The school uniform should be worn daily. Every child is expected to bathe daily and wear fresh clothes every morning. Children with dirty clothes shoes, heads etc. will not be allowed to attend class.

CLASS-WORK & HOME WORK

1. Class work, which includes oral and written work, class-tests are taken into consideration for promotion.
2. At primary level and Junior High School Level, homework in English, Maths, Science and other optional Subjects is given regularly as per the schedule. Guardians are requested to see that their children complete their homework every day. Parents are requested to attend the PTM of their wards regularly on the date announced by the school after every examination.

EDUCATIONAL TOURS

Educational tours, to the destinations of historical, cultural and industrial importance world over, are organized during the break. This is in addition to the outings, excursions to maximum important sport of India.



TRANSPORT

The School provides facilities of transport by bus and van although it involves great expenditure, the whole idea is to educate younger generation especially for those students who stays far from the main town.

Withdrawal from conveyance facility must be preceded by a month's notice in writing or a month's fee in lieu of notice.

Conveyance Charges for Vacations will also have to be deposited.

CHANGE OF RULES

Rules & Regulation mentioned herein may be changed without notice. Any modifications as and when made, will be binding on all existing students.





RULES & REGULATIONS

1. No child can be absent without a written application.
2. No leave of absence is granted except for serious reasons and without previous application of parents/guardians. As a rule, not more than one day's leave of absence is granted to attend the wedding of a close family member. All applications for leave should be made BEFORE the leave is availed.
3. Late arrivals after the vacations may have their names struck off the rolls.
4. Students affected by infections or those who have been exposed to such diseases in their homes must complete the required quarantine period before rejoining school. This should be indicated on the Medical certificate.
5. School property wilfully damaged or destroyed will be required to be repaired, In addition a heavy fine may be imposed.
6. Every student should keep the school campus tidy, neat and clean, Bina are provided for any litter.
7. No books, Newspaper / periodicals may be brought into the school premises without Principals sanction.
8. The school is not responsible for any students loss of property. Students are responsible for looking after their books, personal item etc.
9. No jewellery is to be worn except a watch during examination and no makeup of any kind is to be used. Nails are to be kept short.
10. Parents/guardians are requested to notify the school, if any changes in address or telephone Numbers.
11. Every child is to attend assembly. The hours of class Attendance are as notified in the school diary from time to time
12. No student is permitted to leave the school during class hours for any reason.
13. Guardians should be on time to take the children home. The school is not responsible for any children after working hours. Those students who have to wait for elder sisters will remain with the resident scholars in the classroom.
14. The use of unfair means in an examination test will entail the annulment of the entire result, if it occurs during the final examination, promotion may be denied. If the offence is repeated parent/guardians will be requested to withdraw the students concerned.



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INSTRUCTIONS

The subject taught are English Language and Literature, Hindi Language and Literature, Environmental, Education, Mathematics, Physics, Chemistry, Biology, History, Geography, Economics, Art, Moral Science, General Knowledge, Needle work and Craft, Computer Studies and Bharat Natyam and optional Subjects.

A high standard of education/instruction is maintained by a fully trained and qualified staff. The main aim of the school is to provide every child with a sound moral, physical and intellectual education.

Reports based on the continuous assessment of a student's work will be distributed four times in each academic year for classes 1 to 8. The first and third reports are assessment of the student's progress as evidenced in the class tests which are held between march and may, July and December respectively. The second and fourth reports are of the marks obtained in the Half yearly and Final Examinations, respectively.

In the case of classes 1 to 5 report are based on the continuous assessment of a student's work which are distributed four times in each academic year. If for any reason the report is not received parents/guardians are requested to contact the school office immediately.

A child who is absent for any paper or test, forfeits the marks completely. The decision of the school authorities with regard to eligibility to sit for any internal or external assessment in final exams.

A minium of 75% attendance is required to be eligible foe promotion.

A pupil who fails and is not promoted to the next class may not be permitted to return to the school in the following year. any child who fails TWICE in the same class will



under no circumstances be permitted to return to the school. The decision of the school Authorities regarding Promotion is final and will not be reconsidered, nor will there be any retest.

A fine of Rs. 100/-will be levied for the loss of a report card. Parents are to return the Report Card after signing. All test notebook are sent home regularly and parents are required to sign every test as an indication that they are aware of their child's progress in the School. Parents should check the school Diary daily for any Notice that may be issued. Daily homework and scheduled tests are also recorded in the school diary.

Parents/Guardians or any other person is NOT allowed to meet their children or any staff member, during school hours, without the previous sanction of the Principal, which must be obtained in writing. Parents of student of classes 1st to 8th can meet members of the staff on any working Saturday after School.

Parents are expected to visit the school regularly for all functions and encourage their children to participate in all co-curricular activities which form an integral part of the school program.



PARENT TEACHER MEET

Parent Teacher Meet are conducted for the overall development of the student and to check truancy/ Meeting are conducted on predetermined dates for maximum response.

PARENTAL CO-OPERATION

1. Parents are required to look into their child's school diary every day and see that the lessons and the homework assigned for the next day are done regularly and every day. It should be countersigned by the parents.
2. If you feel that your child is not making the desired progress, please make it a point to discuss it with the Principal and class-teacher inside the school office only.
3. Criticism of teachers & school in the presence of the child should be avoided because it may cause the student to lose respect for his teacher as well as for the school.
4. Parents are not allowed to meet their children or the teacher during school hours without prior permission of the Principal.
5. Parents are requested to inform the school of any change of address and phone number.
6. (A) Parents are required to send their children to school on time.
(B) Presence of every child in the assembly is compulsory.
(C) The child who fails to reach the school on time & does not attend the assembly may be sent back home.
(D) Parents should not take the child out without prior permission of the Principal during school days.
(E) Children not feeling well may sent to home with their parents during School hours.
(F) Children will not be allowed to go home from school in between the school hours.
7. Please ensure that your ward takes part in all the activities of the school.



RULES & REGULATIONS

A student found guilty of gross misconduct may be asked to be withdrawn immediately from the school.

The following may be interpreted as constituting gross misconduct.

- a) Truancy from either Assembly or class.
- b) Habitual Late coming.
- c) Shortage of Attendance.
- d) Indifference to-wards studies.
- e) Rudeness or Insubordination to the school Authorities.
- f) Cheating during a test of Examination.
- g) Any other act that in any way harms the school.

*Save
Water
Donate
Blood*

Teacher,

*"If you can't learn the way I teach
I'll teach you the way you can."*

We have dedicated, highly educated and devoted team of teacher who are deeply committed to the cause of education. They are especially trained in the areas of child psychology, behaviors and are provided with regular workshops to upgrade their knowledge and teaching skill. The whole ideas is that younger generation who are the future of our nation, in this part of our country, may gain from their wide knowledge and deep wisdom and be, proud one day of calling themselves the true citizen of India.

Tuition

As a rule private tuition is not encouraged. However, In the case of student who have in a particular subject and genuinely require individual attention, tuition may be arranged. All applications for the same must be addressed to the Principal. No member of the staff is permitted to give private tuition without the permission of the Principal. Applications for tuition will normally not be entertained after 31st August, each year. All such tuition are taken by the concerned staff only in the school after class hours and on the school premises.

Library

There is a well stocked fiction and reference Library and the school subscribes to a variety of magazines and newspaper. Children are encouraged to use the projects and other work. A computer in the library gives students access to the Internet for reference work.

Discipline

Every students is urged to contributes to the high tone of the School by his/her manners and department. Parents/Guardians are expected to co-operate with the school authorities in enforcing regular attendance and discipline and taking an active and helpful interest in the activities of the school.