



ST. XAVIER'S SCHOOL ZAMANIA
ZAMANIA RAILWAY STATION



Will Tomorrow Define Your Child ?

or
Will Your Child Define Tomorrow ?



PROSPECTUS



SCHOOL ADDRESS

Prashant Nagar Colony
Behind Hindu Degree College
Zamania (Railway Station)
Mob. : 08542824019

We envision an ideal education that values

Wisdom over knowledge

We believe that wisdom comes from grounding in sound values, ethics and the ability to apply knowledge appropriately.

Individual creative thought over rote learning

We believe in encouraging children to think out of the box; we want to raise innovators and inventors.

Aspiration over ambition

We believe that passion and purpose lead to success, significance and financial freedom.

Spirituality over religion

We seek to convey that spirituality is the soul of all religions. Spirituality and personal growth are encouraged in all our schools.

A united world over a divided one

We seek to help children understand the laws of nature that govern all humans regardless of the manmade boundaries of race, religion and region.





World with

CAPT. RAVI KUMAR

Mentor

By the **Grace of God**, I got the opportunity to visit more than 100 countries and visited some of the advance countries many times.

I have seen the world in real sense and I realised that the kids are same everywhere. Only opportunities make the difference. The key of opportunity is education. It opens door to many opportunities and possibilities.

I am one of you and understand the great value of education. I myself commuted 12 km. daily to get my middle school education at the age of 10.

In course of time, when I realised some of my cherished dream, a sense of responsibility started haunting me, then I decided to give some opportunities to my fellow community children. Opening school is one of my effort to give back to society where I belong and from where I flourished. It reminds me many memories, moments, hard work, hope and overcoming all despair.

The Unique **LRQ**model

The truly novel paradigm that forms the basis of philosophy is the unique LRQ model. This continually evolving process is followed in all our Institutions so that a qualitative benchmark is maintained throughout.

The LRQ model is based on three major underpinnings :

Learner-Centric Approach

Placing children at the centre of the teaching-learning process is a vital under-pinning of curriculum mapping. All programs and policies at School are created keeping students interest in mind to maximize the potential of each child.

- The curriculum equips the children to face the challenges of the 21st century.
- An optimum teacher-child ratio supports the learner-centric program.
- All teachers are empowered with strategies so that they can cater to different styles of learning.
- The safe, secure and stimulus rich environment is responsive to the child's learning needs.
- Assessments are kept interesting and non-intimidating and are conducted for understanding the child's absorption of learning.

Research-Based Curriculum

Instructional design and subject matter experts in the field of Neuroscience maintain that as we enter the 21st century, our learning pattern needs to be dynamic

and evolving, incorporating the needs of the society and the learner. Our dedicated in-house R&D team of instructional design experts who bring years of experience, know and under-stand this. Hence all content development revolves around this central information and shapes the unique Billabong High curriculum. Apart from our in-house team, an external team of consultants also add extensive contributions to the curriculum design. This team is made up of the foremost experts in the educational arena today.

Superior Quality Standards

The School Improvement Team ensures that quality is maintained in the five domains of the schools, viz. -

- Teaching
- Learning
- Administration
- Environment
- Leadership

We need to stimulate the hearts of our children as much as their brains, their spirits as much as their minds.



The Life Skills program

Besides excelling in academics, enabling children to excel in life is an integral part of our curriculum. This is only possible with a positive mindset, one that encompasses social, emotional and physical well-being.

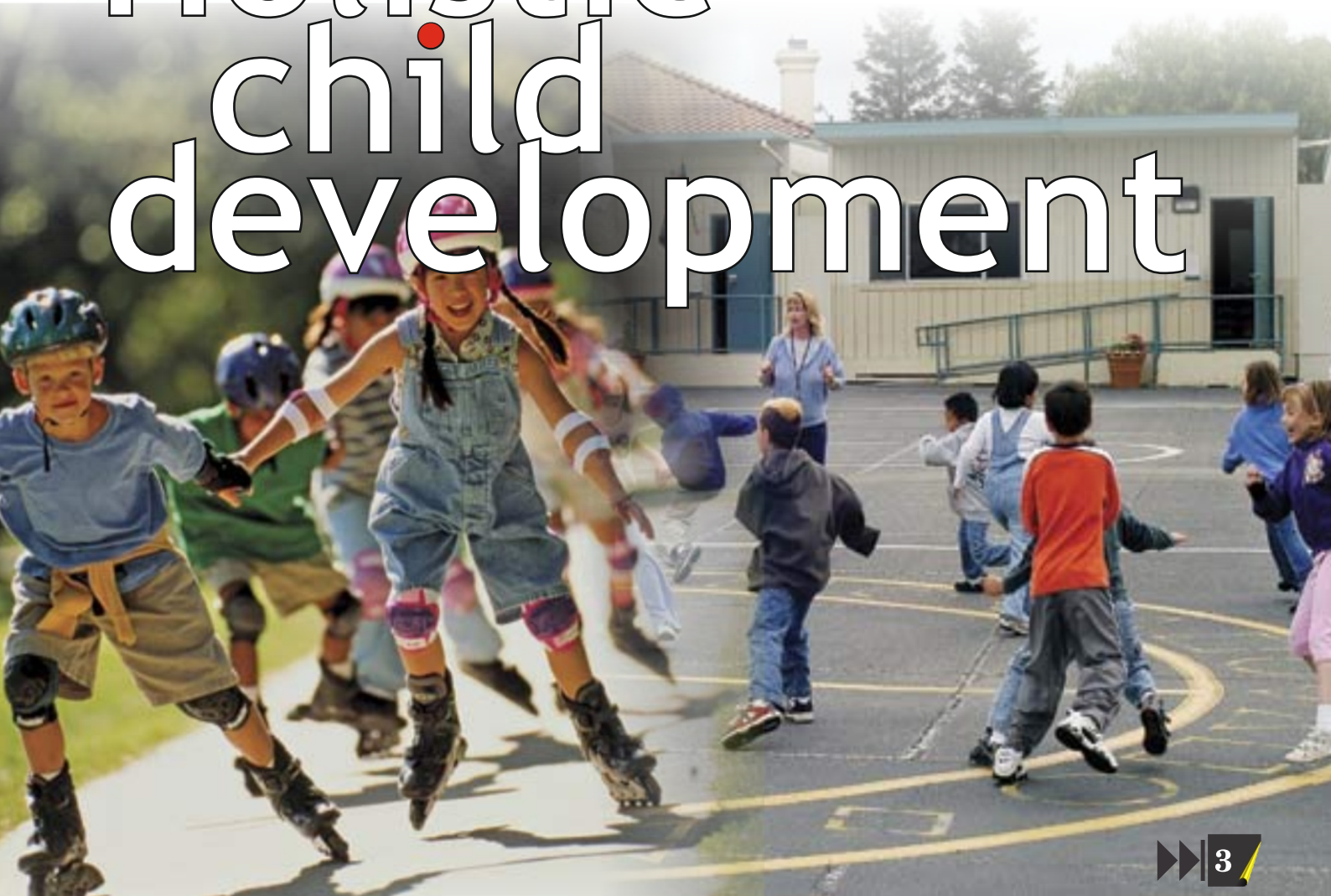
We firmly believe in the adage that, “Values are caught and not taught”. Our comprehensive Life Skills program ensures that students are given ample opportunities to reflect on their thoughts, feelings and actions. Respect for diverse cultures, working in teams and collaborating with others for a common good are some of the ideas that are shared with the students.

Rather than imposing a set of ideas and beliefs, the program offers a unique platform to the students to voice their constructed views and opinions. In the process, as they express themselves and talk, they also learn to listen and respect. The curriculum also helps them in understanding how they can change negative, irrational thoughts into positive, rational thoughts leading to meaningful outcomes applicable in real life situations.

ACCT program

ACCT : Awareness, Connection, Commitment and Transformation is a unique program which is an amalgamation of Social Sciences and Science. It enables children to observe their day to day surroundings, delve into the issues and problems faced by their region and study the same at a micro level. However the purpose of this program is to enable the children to move beyond the micro to the macro, to move themselves to the outside world, to beyond the known to the unknown and by doing so develop an understanding of their immediate environment and a global understanding of the world.

Holistic child development



The Life Skills program

Besides excelling in academics, enabling children to excel in life is an integral part of our curriculum. This is only possible with a positive mindset, one that encompasses social, emotional and physical well-being.

We firmly believe in the adage that, “Values are caught and not taught”. Our comprehensive Life Skills program ensures that students are given ample opportunities to reflect on their thoughts, feelings and actions. Respect for diverse cultures, working in teams and collaborating with others for a common good are some of the ideas that are shared with the students.

Rather than imposing a set of ideas and beliefs, the program offers a unique platform to the students to voice their constructed views and opinions. In the process, as they express themselves and talk, they also learn to listen and respect. The curriculum also helps them in understanding how they can change negative, irrational thoughts into positive, rational thoughts leading to meaningful outcomes applicable in real life situations.

ACCT program

ACCT : Awareness, Connection, Commitment and Transformation is a unique program which is an amalgamation of Social Sciences and Science. It enables children to observe their day to day surroundings, delve into the issues and problems faced by their region and study the same at a micro level. However the purpose of this program is to enable the children to move beyond the micro to the macro, to move themselves to the outside world, to beyond the known to the unknown and by doing so develop an understanding of their immediate environment and a global understanding of the world.

Holistic child development

es : Bukit Tinggi, Kelana Jaya, Shah Alam
and Overseas Union Garden (OUG)



sports and performing Arts



Xavier's School is deeply committed to an all-round education at the school level. The core curriculum is enhanced by an extensive extra co-curricular activities program that extends the education of our students beyond the confines of the classrooms. The program provides opportunities for recreation, relaxation and a release from the academic schedule, in a safe and comfortable environment. Individual talents and potential abilities and children are discovered, nurtured and sustained.

Students learn to collaborate, to be effective team players, to better their performances and to aspire for victory within the parameters of accepted rules.

Involving children in thought provoking questions enables us to create a spark that will initiate a higher order of thinking. This will be of great value when our children begin to question their legacy - the imprint they will leave on the world.



ADMISSION

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

FEES

- (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 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 their wards will not be enrolled in new classes.

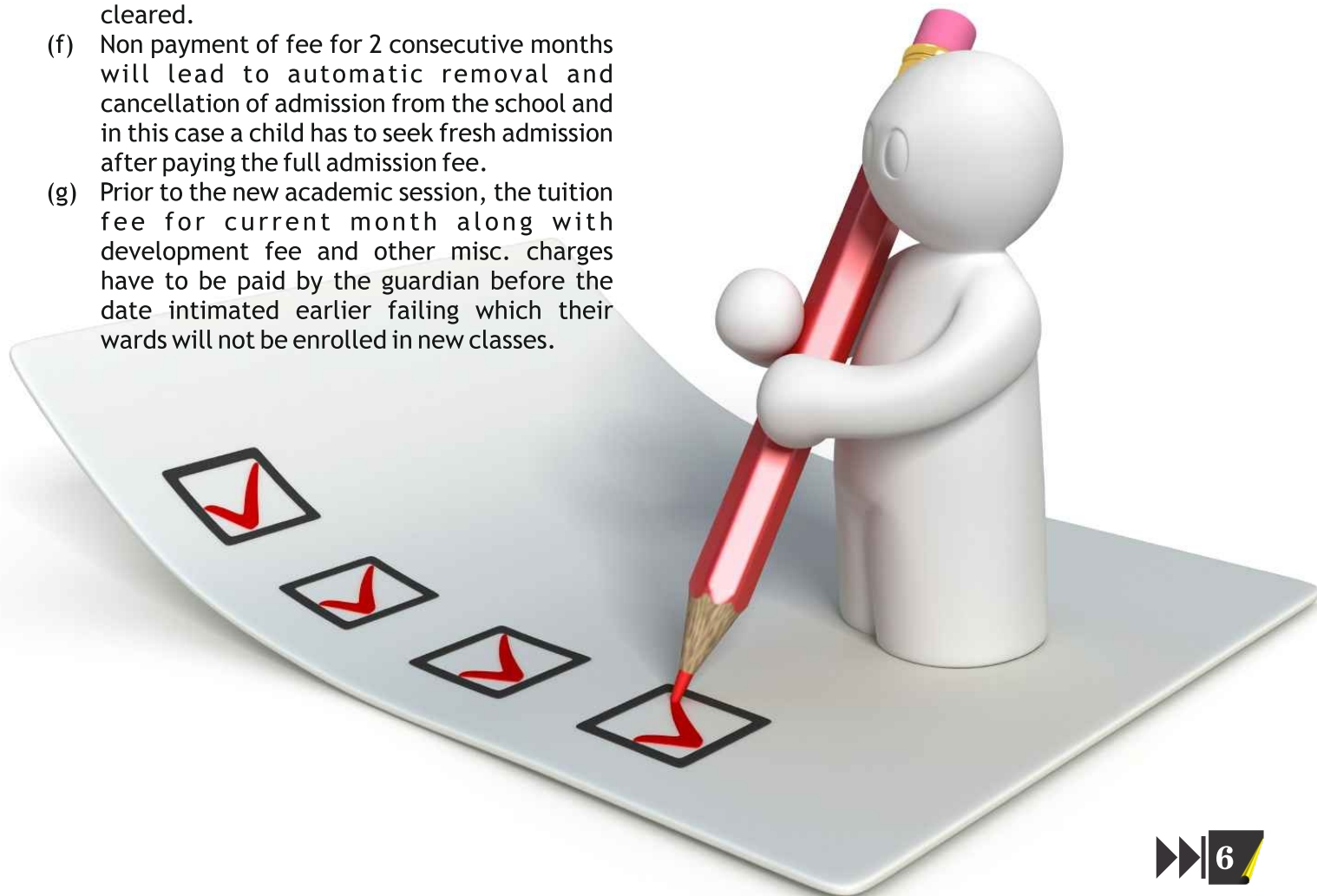
TRANSFERS

Transfer Certificate will be issued from the school on a payment of Rs.250/-. Duplicate Transfer Certificate will be issued on application and sufficient reason on the 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 more than prescribed days.
- (c) Against proven in disciplinary actions in the school premises or with the school students.
- (d) Non-payment of School-Fee for two consecutive months.



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, Accountancy & Commerce. Art & Craft, Games, Music, Tae-k-wondo & Physical education along with vocational courses like Fashion Design is also included in the curriculum.

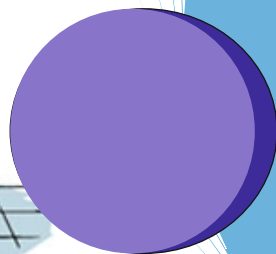
An additional subject of prime importance Environmental Education (EVS) and Moral Science is also included in the curriculum.

Counseling and Personality Development

Apart from classroom learning, workshops, outings, guest lectures, inter house and inter-school competitions & celebrations of festivals are arranged so that studies are exposed to varied and stimulating experiences for their overall personality growth, THE SCHOOL PROVIDES P.D. CLASSES FROM CLASS 1 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.



Instructions

The subjects taught are English Language and Literature, Hindi Language and Literature, Sanskrit Environmental Education, Mathematics, Physics, Chemistry, Biology History, Geography Economics, Commerce, Accounts, Art Moral Science, General Knowledge, Needle Work and Craft. Computer Studies and Bharat Natyam are 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 assessments of the students' 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 reports 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 minimum of 75% attendance is required to be eligible for 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 college.

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.50/- 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 between 8.00 am and 10:00 am.

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 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 everyday It should be countersigned by the parents.

2. If you feel that 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 a student's teacher & 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 school with medicines during the 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 towards studies
- e) Rudeness or Insubordination to the School Authorities.
- f) Cheating during a test or Examination.
- g) Any Other act that in any way harms the School.

Teacher :

**“If you can’t learn the way to teach
I’ll Teach you the way you can”**

We have dedicated, highly educated and devoted team of teachers 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 idea 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 failed 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.



Netaji Subhash Chandra Bose

No real change in history has ever been achieved by discussions.



Swami Vivekananda

Education is the manifestation of perfection already existing in man

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 Library regularly especially to prepare for the projects and other work. A computer in the library gives students access to the internet for reference work.

Rules & Regulations

1. No child can be absent without a written application.
2. No leave of absence is granted except for serious reasons and no previous written 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 application for leave should be made BEFORE the leave is availed.
3. Trade arrivals after vacation 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. Bins are provided for any litter.
7. No books, newspaper / periodicals may be brought into the school premises without Principal's 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 make up 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. Servants 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 withdrawal the student concerned.



Behavior for Learning

SCHOOL UNIFORM

The school uniform should be worn daily, Every child expected to bathe daily and wear fresh clothes every morning. Children with dirty cloths, 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 Subject is given regularly as per the schedule. Guardians are requested to see that their children complete their homework every day.

Parents are requested to collect progress reports of their wards regularly on the date announced by the school after every examination. The report cards must be returned to the school within three days of their receipt, failing which it will be considered lost and a duplicate card will be issued against payment of Rs. 100/-

EDUCATIONAL TOURS

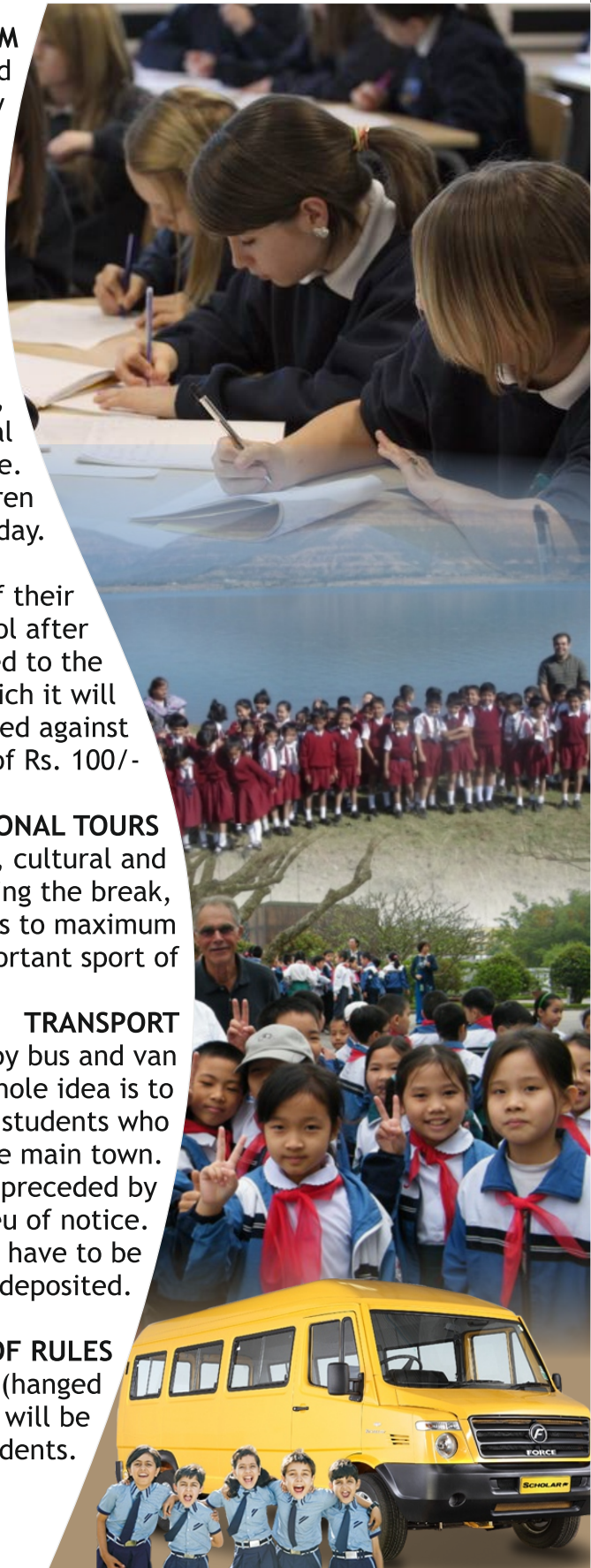
Educational tours, to the destinations of historical, cultural and industrial importance world over, are organizing during the break, this is in a additional to the outings, excursions to maximum important sport of

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 & Regulations mentioned herein may be (hanged without notice. Any modifications as and when made, will be binding on all existing students.



Behavior for Learning

We have high expectations of students 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 operate for those students whose activities challenge the Code of Conduct. Detention, target setting reports and in very serious cases exclusion are sanctions employed to support our Behavior for learning Policy.

The School does, however try to minimise these problems by encouraging a school culture which emphasis success.

Merits or credits are awarded for praiseworthy contributions 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.



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 for they provide us the True picture of the problem the child is facing.



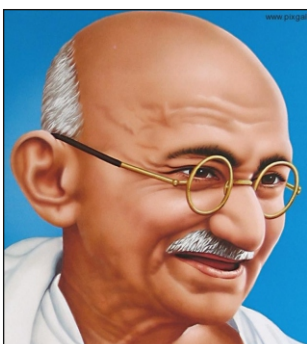
All applicants are invited to a conversation where they are given an opportunity to tell us about their interests and achievements. Because education is a three way partnership, we also look forward to having a conversation with their parents, if the student has previously attended a school, we require copies of his/her most recent school reports and Transfer Certificate 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 her action.

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



By education, I mean an all round drawing of the best in child and man in body, mind and spirit.

- Gandhiji