

ABOUT CHILDREN WELFARE CENTRE TRUST

A Legacy of Learning: Children Welfare Centre Trust's Commitment to Education

Quality education equips students with the knowledge, skills, and confidence to realize their full potential. Children who receive top-tier education blossom into exemplary human beings and reinforce the principles of global citizenship. A group of visionary individuals founded the Children Welfare Centre Trust with this noble mission in mind. This institution offers cutting-edge educational programs across the city's diverse and expanding expanse. Registered under the Public Trust Act, 1950, it focuses on the holistic development of each student, ensuring that educational objectives permeate all levels of society.

Celebrating its illustrious 44th year, the Children Welfare Centre continues its unwavering dedication to education, making remarkable strides in this field. The achievements of its students and alumni stand as a testament to the founders' and teachers' relentless commitment to lifelong learning and a positive outlook. The strong bonds with parents and the community have been pivotal to the institution's enduring progress over the years.

Nestled in the vibrant suburb of Andheri, the Children Welfare Centre is seamlessly connected to the rest of the city. The institution offers a safe and serene environment that is ideal for nurturing young minds. It includes a fully operational Pre-Primary school that imparts a progressive educational model, providing a clear academic path from primary and secondary school to junior and degree college. The Centre offers graduate programs in Commerce, Management, Mass Media, Accounting, and Finance. Recognizing the crucial importance of quality teacher training, the Trust established the Teacher's Training Centre under the B.Ed. program in Andheri West in 2009, alongside the College of Law in Malad West in the same year. Furthermore, the college introduced LL.M. and two Postgraduate Diploma Courses in 2022.

The institution prides itself on its state-of-the-art infrastructure, which caters to contemporary teaching and learning needs. It boasts an in-house science laboratory, computer labs, an audio-visual room, a well-stocked library, and recreational facilities. The management's unwavering commitment to providing top-notch facilities is evident in the meticulously maintained restrooms and canteen. Over 250 trained and proficient teachers contribute significantly to students' academic and personal growth through dedicated mentoring and coaching, instilling core values of honesty, respect, and diligence.

Children Welfare Centre has a stellar track record of achieving its objectives and creating brighter opportunities for its students. It has garnered accolades for its excellence, receiving the Best School Award in K-West Ward from the Education Department of the Municipal Corporation of Greater Mumbai. The Honorary Principal, Mr. Ajay Kaul, was honored with the State Award for the Best Teacher in 2002-2003.

The institution serves as an ideal platform for its 4,000+ registered students to soar. With enhanced resources and experience, it has secured permission to launch an M.Com course at Clara's College of Commerce in Versova, Andheri West. The Management is thrilled to announce that the Government of Maharashtra has granted permission to start a Junior College in Arts and Commerce streams in Malad West, and a new school affiliated with the CBSE Board has commenced at the same location. Additionally, the Trust proudly announces the commencement of CBSE School at off Yari Road, Versova.

SCHOOL ORGANIZATION

Co-curricular and extra-curricular activities play a vital part in the education of our students. A particular aspect of these activities is that the children learn under the supervision of moderators to do things for themselves and thus to view the practical side of abstract but important ideas of duty, co-operation and responsibility.

ADMISSIONS

1. Parents are given to understand that they cannot dictate to the Management, and that the Management has the right to admit or retain pupils in their School.
2. Applications for admission are accepted during the month of December. The form can be obtained from the School Office. No admission will be considered after the closing date.
3. Students applying for admission are as a rule required to appear for a competitive entrance test. They will be tested in the standard below the one to which they seek admission.
4. A new student joining from any recognised school cannot be admitted, unless and until his/her Leaving Certificate is produced, countersigned by the competent authority of the state in which the school is situated, if the state be other than Maharashtra State.
5. A new student joining from an unrecognised school has to produce an affidavit by the parent or guardian before a Magistrate. The Affidavit should clearly state (i) the reason why the pupil did not join any recognised school. (ii) the name of the unrecognized School. (iii) the examination passed, if any. Also the Leaving Certificate from the unrecognised school, as well as the Official Birth Certificate should be produced.
6. A parent or guardian of a child, joining from his/her home must produce his/her Original Municipal Birth Certificate in support of the date of birth entered in the Admission Form.
7. The Entrance Fee together with the first month's fee and the term fee if applicable must be paid in advance.
8. Parents and guardians are warned that admission will be strictly on the merit of the student. Any effort at presenting a donation to the school or seeking admission through any recommendation will debar a student from getting admission.

WITHDRAWAL

1. Notice of withdrawal in writing should be given before the first of the month, else the fee for the following month, will be charged. Such notice should be given by the person responsible for the student and not by the student himself.
2. Those who leave school in April must pay the fees for April and May.
3. No Leaving Certificate is issued until all dues to the school are paid. An application form for the same is obtainable from the school office.

RULES OF DISCIPLINE

1. All students are expected to speak in English within the school premises and school compound.
2. On school days and functions, the students must wear the School uniform. Students without complete uniform will not be permitted in the Classroom and may be sent home in which case the school disclaims all responsibility.
3. Students should realize that they are responsible to the school authorities not only for their conduct in the school but also for their general behavior outside. Any reported or observed objectionable conduct out of the school on the part of the students is liable for disciplinary action. Irregular attendance, habitual idleness, disobedience, objectionable moral influence, a week's inexcusable absence, discourtesy, and disrespect to teachers are sufficient cause for dismissal.
4. Students who do not travel by the school bus should not loiter on the way to and from school. They are warned not to buy anything, especially eatables from street vendors.
5. Students should remain in their complete uniform till the time they reach home after school. No child should be seen loitering about on the streets in their school uniform, after school hours, strict action will be taken against the student.
6. The school is adjudged by the conduct of students on their way to and from School. Pupils should greet the Principal and teachers of the school when they meet outside.
7. Every child is urged to contribute to the high standards set by the School by way of her/his manners and etiquette. The words and phrases used by students should reflect respect for all and should be above reproach.
8. Personal cleanliness in one's whole person, is expected from all. The uniform must be clean and neatly pressed, shoes well polished, finger-nails pared and hair trimmed. Students should not come to school with unkempt hair or dirty shoes.
9. No child is allowed to remain in the class-room during P.T. or Recess.

10. Books, newspapers and periodicals should not be brought into the school premises without the Principal's sanction. Students found with immoral books or pictures in their possession or lending them to others are liable to be expelled from school.
11. The school does not accept responsibility for the loss of student's books, pens, money or other valuable articles .
12. Any damage or disfigurement of the school premises must be made good by the parents of the child responsible for it. The decision of the Principal regarding the amount to be paid is final.
13. All should take an honest pride in keeping the School clean. Be very careful during the recesses not to litter the compound and roadside with papers, leaves, seeds etc.
14. No fines of any kind or collection for any purpose whatsoever may be made without the Principal's previous sanction.
15. Presents to members of the staff or felicitations in their honour requires previous sanction from the Principal.
16. Students leaving the premises of the School during classes will have to take written permission from the Principal. Repeated defaulters are liable to be dismissed.
17. Parents should not accept the child's excuse for coming home late, as the reason will be given in the calendar, .if the child is detained in the school.
18. Students should come to school in time. Late comers without a written reason from the parents will be sent home in which case the school disclaims all responsibility.
19. In the interest of your child please avoid criticising the teachers or the school in their presence. If you so criticise, they will lose faith and respect for the teachers and will fail to learn from them. Should you have any legitimate grievances, see the Principal as soon as possible.

20. No child will be permitted to bring razor blades, knives or other sharp objects to school.
21. Carrying mobile phones to school is not allowed.
22. Wearing any jewellery to school is strictly prohibited.
23. Parents and Guardians are especially required to notify the school of any change in their address.
24. Students are instructed not to apply nail polish, mehendi or any sort of make-up.
25. Boys are hereby strictly informed, that no baggie fashionable pants or ankle shoes will be allowed in the school. Belts of black colour only are permissible.
26. No students should arrange picnics, parties, get-together and involve students of the school as this needs the prior sanction of the Principal. If any child is found disobeying the orders, he/she will be given a dismissal certificate.
27. As per S.S.Code clause no 56.5 any pupil who is persistently in subordinate or is repeatedly or wilfully mischievous or is guilty of malpractices in connection with examinations or has committed an act of serious indiscipline and / or misbehaviour or who, in the opinion of the Head of the School, has an unwholesome influence on his fellow- pupils may be expelled permanently or removed from the School for a specified period by the Head of the School.
28. No student /parent shall communicate any information or write about matters dealing with the school administration directly to the press/media without discussing the same with the Principal or Management. Failing to adhere to this rule will invoke disciplinary action.

Signature of Parent /Guardian

LEAVE OF ABSENCE

1. Students should attend school regularly.
2. No leave of absence is granted except for serious reasons and only on previous written application from parents and guardians mentioned in the Leave Record page of calendar.
3. As a rule not more than two days leave of absence is granted for attendance at a brother's or sister's wedding and a day for that of more distant relation.
4. Repeated absence for feasts, wedding etc. renders the student liable to dismissal.
5. Any extension of vacation on duly certified grounds should be previously sanctioned by the Principal.
6. On return to school an absentee must produce his/her parents written explanation for the absence on the Absence Record of the Calendar. Failure to produce such explanation may result in the child being sent home in which circumstances the school disclaims all responsibility.
7. Students who remain absent for over a week without due notice will be struck off the rolls. As a rule they will not be re-admitted, but if admitted, they will have to pay the admission fee again.
8. Sectional religious holidays are allowed, but not more than one day in the same month and then only on their parents written application submitted prior to availing leave.
9. Students who have been recently suffering from or exposed to any infectious disease will not be allowed to attend school unless they bring a doctor's certificate stating that the period of quarantine is over.
10. No half day leave will be granted to students.
11. Students are expected to return after the holiday or vacation on the re-opening day.
12. Students not returning punctually to school after the vacations are liable to have their names struck off from the rolls.
13. Attendance above seventy five percent is compulsory of the total working days in each term of the academic year, failing which the student will not be eligible to appear for the final examination.
14. All students from Std. I to X should attend school on Non Instructional days of National Day celebrations, such as Independence Day, Republic Day, Maharashtra Day.
15. Attendance on the Sports Day / Annual Day is compulsory for all the students.

FEE RULES

1. All fees are to be paid monthly or preferably quarterly and in any case by the 10th of the month. Failure to do so will be liable to be fined.
2. A fine of rupee 5/- per day will be charged if the fees are paid after the 10th of the month for that particular month with cumulative effect. Every month is counted as having 30 days each.
3. In case of payment of fees through cheque, please confirm with the office regarding the name in which the cheque is to be issued. Please mention the name of the student, Std., Div on the backside of the cheque.
4. Separate cheques should be given for every student.
5. Term fee for the 1st Term should be paid in the month of June, along with June fees, and for the 2nd term in the month of October.
6. Fees for the months of October and November should be paid in the month of October, and the fees for the months of April and May should- be paid in the month of March.
7. Student of Std X who opts for bus service shall pay fee for the entire academic year. No cancellation will be permitted.
8. If a cheque is dishonoured, the school will not accept a cheque again. Fine charged by the bank will be borne by the parent for cheques that are dishonoured for any reason.
9. Small boys/ girls should not be entrusted with the payment of fees.
10. The delay of payment beyond two months renders a students name to be struck off the roll.
11. Fees should be paid for all twelve months of the year, including vacation.
12. Students shall not be allowed to sit for the Tests, Terminal or Final Examination unless all the dues are paid till date.
13. Fees for the month of May is to be paid in advance in April even by the students who leave school in April. The school will issue the L.C. only after payment of fees by the student.
14. Note : Due to increment in the Salaries of Teaching and non-teaching staff each year, there will be a nominal increase of Rs. 50/- in the tuition fees every year.
15. Parents or guardians unable to pay the fees by the specified date, shall on the same date write to the Principal stating when they will settle the accounts. Payment of fees should not be delayed beyond the end of the month.
16. Fees, once paid will not be refunded.
17. No information regarding the payment of fees will be provided over the telephone.

RECOMMENDATION TO PARENTS

1. Parents are expected to co-operate with the School Authorities by enforcing regularity and discipline, by seeing that their children prepare their lessons, and by taking an active and helpful interest in the activities of the school. In particular it is understood that they have entrusted the Principal with authority to correct and reprimand the students at his reasonable discretion.
2. Parents are informed that occasional reports from Teachers are made in the school calendar. They are requested to acknowledge and sign it.
3. Parents are particularly expected to sign progress reports, monthly reports and any other similar documents when so requested. Failure to do so may put their children to great inconvenience. They should also note the Attendance Record regularly and get it confirmed with the class teachers during the monthly meeting.
4. If a student is likely to be absent due to illness for a long period, the Principal must be informed within a week of start of absence.
5. Should there be any infectious disease at home, parents should report the same to the Principal at once and should not send the child to school till the quarantine period is over.
6. Parents should note that no member of the staff should be engaged for private tuition without the Principal's previous approval, and in any case not after 15th January. Even in such cases tuitions should not be given by the class teacher or subject teachers.
7. Parents or guardians will not be allowed to meet the child or interact with the teachers during the class hours without the permission of the Principal.
8. Parents should ensure that their children are provided with necessary books and stationery. Neither borrowing nor lending is allowed in school.
9. Parents are requested to ensure that their children carry books according to their daily time-table.

10. Parents or guardians are expected to do their part by enforcing regularity and discipline and to see that their children prepare the work allotted to them as homework.
11. Application for certificate of date of birth, School Leaving Certificate etc. should be addressed to the Principal giving all relevant particulars at least one week in advance. The school will not be responsible for delay due to non observance of these instructions.
12. Parents or guardians are expected to attend the P.T.A. meeting which will be held on the fourth Saturday of each month to discuss the progress of their ward. In case the parents or guardians fail to attend the meeting, the child will not be allowed to attend the class for a week. The discretion of the Principal is final. If a parent, due to some unavoidable circumstances is unable to attend the meeting, the Principal should be informed well in advance.
13. Parents should encourage the students to take active part in the co-curricular activities.
14. Parents are requested to note that if the child fails to complete 75 percent of attendance in each term he/she will not be allowed to appear for the Final Examination.
15. As the school emphasizes equality and equity among all students, parents are requested not to send expensive bags, erasers, sharpeners, stickers, etc. with the children. We hope you will cooperate with us in maintaining the feeling of oneness amongst all.

Signature of the Parent/Guardian

EXAMINATIONS AND PROMOTIONS

1. There will be two semester examinations in a year. The Marking scheme of evaluation for the year's work will be based on student's performance and Participation in different co-curricular activities, project work etc. during the academic year.
2. Report on conduct, application and progress will be issued after each examination and be returned to the class teacher on the next day, duly signed by the parent/guardian.
3. Absence from the whole examination involves a total loss of marks.
4. Absence from one or more subjects involves the loss of marks for these subjects, and excludes the student from a card or prize and from being reckoned in the order of merit of rank in the examination.
5. Students who absent themselves from any examination without prior information/intimation to the school and fail to produce the supporting documents will not be re-examined and will be considered as having failed.
6. Wilful breach of any of the regulations for the conduct of the examination is punishable with expulsion from the examination room or, will be considered as having failed.
7. If a student is found copying during the tests / semester examinations he/she will be debarred from the entire examination.
8. The results of the exams are final and cannot be reconsidered.
9. Rules of promotion for Std. I to VIII will be in accordance as per the new education policy formulated by the Govt. of Maharashtra. For Std. IX it is as per the prescribed norms of the Education Department. Marks of all tests and examinations will be taken into consideration for promotion.
10. A student failing twice in a class will have to discontinue his/her studies in the school. The Leaving Certificate will be issued at the end of the year along with the results of the Final Examination.

RAILWAY CONCESSIONS

1. Railway concession forms are available in the office. Parents are requested to state in writing the age of the child and particulars of the journey. They are issued only for travel during vacations.
2. Parents are requested to plan their journey and to apply for the concession forms well in advance. Last minute applications will not be accepted.
3. According to the instructions received from the Railway Board, the School is expected to fill in the particulars on the form, hence the form duly filled in by the school will be handed over to the parents only 2 or 3 days after the application has been made. Students proceeding only to their home town are issued certificates.
4. Railway concession certificates will be issued only to those students travelling after they are permitted to do so. A student who has not paid all dues, will not be entitled to being issued this certificate.



BUS RULES

1. The school bus facility available to the students cannot be expected or demanded as a matter of right. The School Authorities at their own discretion have the right to disallow any pupil from availing the bus facility.
2. Parents have to fill up the bus form and submit it in the school office.
3. Students availing the bus facility will be provided with I.D. card and Fee receipt. Generally the bus timings will operate within 10 to 15 minutes of the pick up and the alighting time. The child will not be left unescorted and he/she will be brought back to school.
4. Any change in the bus timings will be notified through circulars.
5. Students must board and alight the school bus at the respective stops only.
6. Discipline must be maintained by students while travelling in the school bus. Any student found guilty of misconduct will not be allowed to avail the bus facility.
7. A student shall forfeit the bus facility if involved in damaging the bus property. Besides, the damage done will have to be compensated by the student.
8. Students who wish to avail the bus service will have to pay bus fees depending on the distance travelled. Bus fees are payable for all the 12 months of the academic year.
9. Bus facility once availed should be continued till the end of the academic year.
10. In case the child is detained after school hours the bus will not wait for him / her.
11. Parents / servants are not allowed to travel by school bus.
12. Bus service will be regular and punctual as far as possible but in case of a break down due to some unforeseen circumstances beyond the control of the bus owner, parents should arrange for to and fro conveyance for that day.
13. In case of hike in diesel rates the school will hold the right to increase the bus fees.
14. Students / parents will not have any transaction / altercation / physical fight / contact with the bus staff.
15. Bus employees are not authorised to change / add bus stops.
16. Once fees paid will not be refunded.
17. Any suggestion / complaint is to be made in writing to the Principal.



SCHOOL ALMANAC

2024 - 2025

Yoga se Hoga

JUNE 2024

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

Date	Day	Event
15	SAT	School Re- opens Orientation Day (Jr) KG
21	FRI	Yoga Day - Living life the healthy way (Jr. KG / Sr. KG)
28	FRI	Acoustic Drill (Printables) (Sr. KG) Campus Adventures Quest (Jr. KG)
29	SAT	P. T. A. Election

Conserve Nature

JULY 2024

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

Date	Day	Event
05	FRI	Alphabet Bubble (Jr. KG) Wilderness Whisper (Sr. KG)
06	SAT	Investiture Ceremony / P.T.A. Felicitation
12	FRI	Math Match up (Jr. KG) Word Safari (Sr. KG)
17	WED	Muharram Holiday
19	FRI	Personal Profile (Jr. KG) Hopscotch Carpet (Sr. KG)
26	FRI	Phonetic Workshop (Jr. KG) Guess what's wrong (Sr.KG)
27	SAT	P.T.A. Meeting

"The future of the world is in my classroom today"



SCHOOL ALMANAC

2024 - 2025

Desh Prem

AUGUST 2024

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

Date	Day	Event
02	FRI	Harmonizing : Singing Competition (Jr. KG / Sr. KG)
09	FRI	Sharpen your memory (Jr. KG) Dice Addition Challenge (Sr. KG)
15	THU	Independence Day Celebration.
16	FRI	Reason to Support and Oppose (Jr. KG) Sensory Exploration Journey (Sr. KG)
23	FRI	Grand parents are Grand angel Gratitude Card making
26	MON	Gokul Ashtami (Holiday)
31	SAT	P.T.A. Meeting.

Exploring Talent

SEPTEMBER 2024

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

Date	Day	Event
05	THU	Teacher's Day.
07	SAT	Ganesh Chaturthi (Holiday)
13	FRI	Marine Adventure Visit to Aquarium (Jr. KG / Sr. KG)
16	MON	Eid - e - Milad (Holiday)
17	TUE	Anant Chaturthi (Holiday)
20	FRI	Rhythmic Showcase Dance Competition (Jr. KG / Sr. KG)
27	FRI	Sonic Adventure (Jr. KG) Positional Puzzle (Sr. KG)
28	SAT	P. T. A. Meeting

“जितना बड़ा संघर्ष होगा, जीत उतनी ही शानदार होगी ”



SCHOOL ALMANAC

2024 - 2025

Festive Month

OCTOBER 2024

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

Date	Day	Event
02	WED	Gandhi Jayanti (Holiday)
04	FRI	Vocal Recital Event : Recitation Competition (Jr. KG / Sr. KG)
10	THU	Practice Paper
12	SAT	Dussehra (Holiday)
21	MON	1st Semester Examination
28	MON	Diwali Vacation

Mastery in Skills

NOVEMBER 2024

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

Date	Day	Event
12	TUES	School Re-opens.
15	FRI	Open House
22	FRI	Ball Plunge Challenge (Jr. KG) Breath Propelled Paper Task (Sr. KG)

“स्वावलंबी शिक्षण हेच खऱ्या विद्यार्थ्याचे ब्रीद ”



SCHOOL ALMANAC

2024 - 2025

Achievers of the year

DECEMBER 2024

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

Date	Day	Event
06	FRI	Curvy Critters (Jr. KG) Yarn and Tube Test (Sr. KG)
13	FRI	School Picnic (Jr. / Sr. KG)
20	FRI	Christmas Party
23	MON	Annual Sports Day
24	TUE	Christmas Vacation

Sharpening Memory

JANUARY 2025

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

Date	Day	Event
02	THU	School Re-opens.
10	FRI	Costume Carnival - Fancy Dress Competition (Jr. KG) Traditional wear Retro (Sr. KG)
17	FRI	Spot the disparity (Jr. KG) Guided Route Task (Sr. KG) Traditional Wear Retro (Sr. KG)
26	SUN	Republic Day Celebration
31	FRI	Artistry Challenge : Drawing Competition (Jr. KG / Sr. KG)

"Success comes to the busy, not the idle"



SCHOOL ALMANAC

2024 - 2025

Community Helpers

FEBRUARY 2025

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

Date	Day	Event
01	SAT	P. T. A. Meeting
07	FRI	Occupational Tour (Jr. KG) Rabbits Delight (Sr. KG)
15	SAT	Annual Day
19	WED	Chhatrapati Shivaji Maharaj Jayanti (Holiday)
21	FRI	Tasty Nature's Treat (Jr. KG) Softy Ball Shuffle (Sr. KG)
26	WED	Mahashivratri (Holiday)

Learn with Fun

MARCH 2025

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

Date	Day	Event
07	FRI	Number Blitz (Jr. KG.) Household Chores Challenge (Sr. KG)
13	THU	Narrative Mastery : Story Telling (Jr. KG / Sr. KG)
14	FRI	Practice Paper

“विद्या अमूल्य और अन्धर धन है ।”

Examination

APRIL 2025

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

Date	Day	Event
07	MON	Final Examination
14	MON	Dr. Babasaheb Ambedkar Jayanti
15	TUE	Summer Vacation.

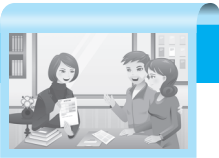
My State My Pride

MAY 2025

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

Date	Day	Event
01	THU	Maharashtra Day Celebration

“वाचन, मनन आणि लेखन ”



AREAS WHERE PARENT'S CAN HELP

(Please put a tick mark where you can help)

- | | |
|--------------------------|--|
| <input type="checkbox"/> | Planning Health-Camps, Seminars, Exhibitions. |
| <input type="checkbox"/> | Contribution towards School / College Magazine. |
| <input type="checkbox"/> | Assisting during Annual day/ Annual Sports. |
| <input type="checkbox"/> | Assisting during out door tours, Educational Visits etc. |
| <input type="checkbox"/> | In the field of cultural Activities. |
| <input type="checkbox"/> | In the field of Sports. |
| <input type="checkbox"/> | Supervision during external examinations. |
| <input type="checkbox"/> | Planning Vocational guidance camps/career fair |
| <input type="checkbox"/> | Accompanying students in the school bus. |

CHANGE OF ADDRESS

If there is any change in address & telephone number during the academic year, the parent / guardian is required to fill the following:

	FROM :	TO :
Residence:	_____	_____
	_____	_____
Tel No.:	_____	_____
Office :	_____	_____
Tel No.:	_____	_____
Child is currently staying with	_____	



"The way to do great work is to love what you do."



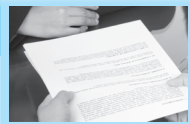
"There is power in kindness."



"All things are difficult before they are easy."



“ Work hard dream big.”



ABSENCE AND LEAVE RECORD

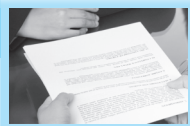
This must agree with the attendance roll. An explanation may be demanded in case of disagreement. PARENT'S AND GUARDIAN'S SHOULD MAKE A POINT TO USE THIS PAGE.

Initials of Guardian. 1. _____ (Father) 2. _____ (Mother)

Date/s of Absence	REASON To be entered briefly in ink One line per absence	Parent's Sign	Teacher's Sign

PARENT'S ARE REQUESTED TO MEET THE PRINCIPAL

Absence without leave is liable for Punishment either with a fine or any other form at the discretion of the Principal. Absence of more than one day must be countersigned by the Principal.



ABSENCE AND LEAVE RECORD

This must agree with the attendance roll. An explanation may be demanded in case of disagreement. PARENT'S AND GUARDIAN'S SHOULD MAKE A POINT TO USE THIS PAGE.

Initials of Guardian. 1. _____ (Father) 2. _____ (Mother)

Date/s of Absence	REASON To be entered briefly in ink One line per absence	Parent's Sign	Teacher's Sign

PARENT'S ARE REQUESTED TO MEET THE PRINCIPAL

Absence without leave is liable for Punishment either with a fine or any other form at the discretion of the Principal. Absence of more than one day must be countersigned by the Principal.



LATE ATTENDANCE RECORD 2024 - 2025

JUNE

Time your time,for better times!!!

Monday		3	10	17	24
Tuesday		4	11	18	25
Wednesday		5	12	19	26
Thursday		6	13	20	27
Friday		7	14	21	28
Saturday	1	8	15	22	29

JULY

Monday	1	8	15	22	29
Tuesday	2	9	16	23	30
Wednesday	3	10	17	24	31
Thursday	4	11	18	25	
Friday	5	12	19	26	
Saturday	6	13	20	27	

AUGUST

Monday		5	12	19	26
Tuesday		6	13	20	27
Wednesday		7	14	21	28
Thursday	1	8	15	22	29
Friday	2	9	16	23	30
Saturday	3	10	17	24	31

SEPTEMBER

Monday	2	9	16	23	30
Tuesday	3	10	17	24	
Wednesday	4	11	18	25	
Thursday	5	12	19	26	
Friday	6	13	20	27	
Saturday	7	14	21	28	

OCTOBER

Monday		7	14	21	28
Tuesday	1	8	15	22	29
Wednesday	2	9	16	23	30
Thursday	3	10	17	24	31
Friday	4	11	18	25	
Saturday	5	12	19	26	



LATE ATTENDANCE RECORD 2024 - 2025

The hour of tardy arrival is written against the date and initial of the Teacher In-charge.

L: Late S: Shoes U: Uniform H: Hair T: Tie

NOVEMBER

Monday		4	11	18	25
Tuesday		5	12	19	26
Wednesday		6	13	20	27
Thursday		7	14	21	28
Friday	1	8	15	22	29
Saturday	2	9	16	23	30

DECEMBER

Monday	2	9	16	23	30
Tuesday	3	10	17	24	31
Wednesday	4	11	18	25	
Thursday	5	12	19	26	
Friday	6	13	20	27	
Saturday	7	14	21	28	

JANUARY

Monday		6	13	20	27
Tuesday		7	14	21	28
Wednesday	1	8	15	22	29
Thursday	2	9	16	23	30
Friday	3	10	17	24	31
Saturday	4	11	18	25	

FEBRUARY

Monday		3	10	17	24
Tuesday		4	11	18	25
Wednesday		5	12	19	26
Thursday		6	13	20	27
Friday		7	14	21	28
Saturday	1	8	15	22	

MARCH

Monday	31	3	10	17	24
Tuesday		4	11	18	25
Wednesday		5	12	19	26
Thursday		6	13	20	27
Friday		7	14	21	28
Saturday	1	8	15	22	29





"Difficult roads often lead to beautiful destinations."

**MASTER / MISS...**

"Never stop learning, because life never stops teaching."



STD. _____ DIV. _____

"The future of the world is in my classroom today."



"Difficult is what wakes up the genius."



"Never put off till tomorrow what you can do today."



"The secret of Education is respecting others."



"A little progress each day, adds to big result."



"An investment in knowledge pays the best interest."



CLASS PICNIC INFORMATION

Respected Parent's,

The children will be taken for a class picnic to _____ on _____ from _____ to _____. You are requested to send ₹ _____ with your child towards the picnic expenses by _____. Please collect your child from school at _____ p.m.

Teacher's Signature

Parent's Signature



RECORD OF FIELD TRIP

Respected Parent's,

The students will be taken for field trip to _____
_____ on _____ during the class hours.

The students must come in proper school uniform and carry their own snacks and water bottle duly labelled. Please send a sum of ₹ _____ towards the expenses to be incurred.

Teacher's Signature

Parent's Signature

RECORD OF FIELD TRIP

Respected Parent's,

The students will be taken for field trip to _____
_____ on _____ during the class hours.

The students must come in proper school uniform and carry their own snacks and water bottle duly labelled. Please send a sum of ₹ _____ towards the expenses to be incurred.

Teacher's Signature

Parent's Signature

RECORD OF FIELD TRIP

Respected Parent's,

The students will be taken for field trip to _____
_____ on _____ during the class hours.

The students must come in proper school uniform and carry their own snacks and water bottle duly labelled. Please send a sum of ₹ _____ towards the expenses to be incurred.

Teacher's Signature

Parent's Signature



FORM OF APPLICATION FOR LEAVING CERTIFICATE

Regd. No. _____

Date _____

To,
The Principal,
Fairyland K. G. School
Yari Road, Versova, Mumbai 400 061.

Dear Sir,

Please furnish me with the Leaving Certificate of my Child/Ward.

The particulars are given below :

Surname _____

Name _____ G.R. No. _____

UID No. _____

Class in which studying _____

Date of leaving School _____

Reason of leaving _____

Address _____

Signature of Parent _____

FOR THE USE OF SCHOOL STAFF

1. All fees due have been paid
(including month's notice)

Treasurer

2. Name has been cancelled from Class Register

Conduct _____

Application _____

Class Teacher

3. All Books returned

Librarian

4. The Leaving Certificate may be issued

Principal

1. No Leaving Certificate is issued until the dues have been paid in full.

2. The L.C. will be posted to the given address if a stamped envelope is supplied together with the application form.



MEMORANDUM OF PAYMENT

Fairyland K. G. School

Master / Miss _____

Std. _____ Div. _____ Roll No. _____

Monthly Fee ₹ _____ Entrance Fee ₹ _____

Months	Tuition Fee	Receipt No.	Date	Receiver's Signature
June 2024 and I st Term Fee				
July 2024				
August 2024				
September 2024				
October 2024				
November 2024 and II nd Term Fee				
December 2024				
January 2025				
February 2025				
March 2025				
April 2025				
May 2025				

**FEES MUST BE PAID BY THE 10TH OF EACH MONTH
KEEP YOUR CALENDAR SAFE TILL 31ST JULY 2025**

BUS NO.

MEMORANDUM OF PAYMENT OF BUS FEE

Fairyland K. G. School

Master / Miss _____

Std. _____ Div. _____ Roll No. _____

Monthly Fee ₹ _____ Boarding stop _____

Months	Fees	Date	Receiver's Signature
June 2024			
July 2024			
August 2024			
September 2024			
October 2024			
November 2024			
December 2024			
January 2025			
February 2025			
March 2025			
April 2025			
May 2025			

**FEES MUST BE PAID BY THE 10TH OF EACH MONTH
KEEP YOUR CALENDAR SAFE TILL 31ST JULY 2025**

NOTE TO THE PARENT'S

Your child by Name _____
Std / Div. _____ has been selected for the _____
_____ Competition / Programme. You are
requested to send your child on _____ between _____ to _____ for practice as
per the instructions.

Sign. of Parent's

Sign. of Tr.

NOTE TO THE PARENT'S

Your child by Name _____
Std / Div. _____ has been selected for the _____
_____ Competition / Programme. You are
requested to send your child on _____ between _____ to _____ for practice as
per the instructions.

Sign. of Parent's

Sign. of Tr.

NOTE TO THE PARENT'S

Your child by Name _____
Std / Div. _____ has been selected for the _____
_____ Competition / Programme. You are
requested to send your child on _____ between _____ to _____ for practice as
per the instructions.

Sign. of Parent's

Sign. of Tr.

NOTE TO THE PARENT'S

Your child by Name _____
Std / Div. _____ has been selected for the _____
_____ Competition / Programme. You are
requested to send your child on _____ between _____ to _____ for practice as
per the instructions.

Sign. of Parent's

Sign. of Tr.

Undertaking from the parent's for Picnic / Excursion

Dear Sir,

I permit my child _____ Studying in
Std/Div. _____ to go for the excursion / Trip / outing / to
_____ along with his / her classmates. I also
give an Undertaking that I shall not hold the school authorities responsible / liable for
any unforeseen incidents whatsoever beyond the control of the organizers or the
school authorities.

Parent's Signature.

Undertaking from the parent's for Picnic / Excursion

Dear Sir,

I permit my child _____ Studying in
Std/Div. _____ to go for the excursion / Trip / outing / to
_____ along with his / her classmates. I also
give an Undertaking that I shall not hold the school authorities responsible / liable for
any unforeseen incidents whatsoever beyond the control of the organizers or the
school authorities.

Parent's Signature.

Undertaking from the parent's for Picnic / Excursion

Dear Sir,

I permit my child _____ Studying in
Std/Div. _____ to go for the excursion / Trip / outing / to
_____ along with his / her classmates. I also
give an Undertaking that I shall not hold the school authorities responsible / liable for
any unforeseen incidents whatsoever beyond the control of the organizers or the
school authorities.

Parent's Signature.



MEDICAL EXAMINATION FORM

Roll No:- _____

Std :- _____

Div :- _____

APPENDIX NINE (1)

Letter to the Guardian for information and History **(Vide Chapter II Section V. Rule 48 (6) of S. S. CODE)**

**Fairyland
K.G. School
Yari Road, Versova, Mumbai 400 061.**

15th June 2024

Dear Sir / Madam,

The Medical Examination of Master / Miss. _____

_____ Std. _____ Div. _____

is to be taken shortly.

Kindly fill up the information for the same as required and send it with the pupil.

**The Principal,
Fairyland K.G. School,
Yari Road, Versova, Mumbai 400 061**

1. Has the pupil suffered from any of the following diseases.
If so, please write the year in which he / she has suffered.

MEDICAL EXAMINATION FORM

1. Small Pox _____
2. Measles _____
3. Diphtheria _____
4. Tonsils and Throat _____
5. Disease of the Ear _____
6. Disease of the Eye _____
7. Rickets _____
8. Any other disease (Name it with date) _____

2. Was the pupil operated upon for anything? If so, please mention when the operation was performed. A copy of the report of the operation, if available should be attached

3. Immunisation

- | | | |
|------------|---------------------|-----------------|
| (a) O.P.V. | (c) Measles Booster | (e) BCG |
| (b) DPT | (d) MMR | (f) Hepatitis B |

Any other preventive measure _____

4. Please be specific regarding the physical disability or major illness the child is suffering from, and if any kind of special attention is needed.

Signature of Parent/Guardian

**Sign & Stamp of
Medical Practitioner**