

One copy of declaration by parents or guardians should be filled in and the completed copy must be submitted to the Headmistress by 15th April. Change of address, change of conveyance must be notified in writing to the school authorities immediately with proper identification.

Parents or their servants are not allowed to meet their wards or give snacks / edibles during class hours or recess. The students are expected to bring such things along with them.



**God's gifts are given to those who have humility.**

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## **PRAYER BEFORE**

**CLASS** We offer Thee, God,  
Our studies and skills;  
Enlighten our minds,  
That we may know Thee and Thine.  
Move our hearts,  
That we may love Thee and each other.

## **PRAYER AFTER CLASS**

Dear God / we are going home / we thank you for your  
gifts./We promise you to be dutiful at home, / as we were  
at school, Bless us to be good / clever / and obedient  
children providence of God / watch over us.

## **PRAYER BEFORE MEALS**

Leader : Bless our meals O God Almighty.  
All together : Who feed all of us  
in time and as we need.

**“Knowledge of God is above every other knowledge”**

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# PROSPECTUS & REGULATIONS

## 1. MANAGEMENT

**JYOTI KINDERGARTEN** : The Pre-School is run by Sr. Francis Xavier's Catholic Church Rewa, in collaboration with the Rev. Sisters of the Congregation of the Mother of Carmel. It is a minority institution run for preparatory system of "education under the General Management of Satna Diocesan Society.

J.K.G. had its simple origin in the year 1972 at Boda bagh in the Catholic Church Campus with its kindergarten classes. The management enjoys the minority rights as ensured in the constitution of India. ( Article No. 30 )

## 2. AIM / VISION

**JYOTI KINDERGARTEN** provides modern educational initiation laying stress on ethical values and houses a pleasant learning experience through play-way methods to create awareness with touching/pleasant experience. Development of mind and body all round development of the child are the priorities, aimed at J.K.G. It tries to provide excellent quality oriented initiation in schooling and fantastic opportunities to enjoy learning.

J.K.G. helps the child to build a solid learning base, opening a gateway to knowledge / experience and graceful growth.

J.K.G. ensures that all the children to learn together with others, irrespective of race, religion or status. Values like, sharing, honesty, a sense of cleanliness, respect for others and so on, can be ingrained in a child's psyche through teachers, books and healthy environments, during the most crucial years especially 3-5 years growth phase.

## 3. COURSE OF STUDIES

The preparatory school system is divided into Nursery,

L.K.G. and U.K.G. on those academic years with separate and specific learning and co-curricular programmes. There are periodical evaluation system - Quarterly, Half Yearly and Annual.

**Whoever would be first among you must be slave of all.**

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servants or others unless a letter of request and identification is produced.

Cleanliness in one's whole person is expected. The uniform must be clean and neatly pressed. Shoes be polished, finger nails must be pared, hairs combed and neatly arranged. Pupils are themselves responsible for the safe custody of their belonging. Each article must be marked with name and roll number. It is not advisable for the pupils to bring money or other valuables to the school.

## **12. WITHDRAWALS :**

If fees / contributions and other dues are not paid, after issuing of three reminders, the name of the student would be struck out from the rolls. If a student is found medically unfit and is a health hazard to other students, he/ she may be asked to withdraw. If a parent withdraws a student during the middle of the term, all the deposited fees will be forfeited/ not be refunded.

## **13. RECOMMENDATIONS TO PARENTS :**

In order to promote all that is best in the child, the maximum co-operation between parents and school authorities is desired. We earnestly recommend that parents or guardians should look into their child's homework book every day, and see to it that the work assigned for the next days, have been satisfactorily completed. The child should be encouraged to cultivate neatness. Remarks or reports made in this calendar should be read and countersigned regularly.

It is the duty of parents to see that their children come to school neatly dressed and in time for class. Kindly do not disturb the teachers or pupils by visit during the class hours. Visit may conveniently be done with the prior permission of the Headmistress before or after the class or during the recess. School does not provide any conveyance to the children. Therefore, the parents will arrange the safe travel of the children.

**Let love be genuine. Hate what is evil; hold fast to what is good.**

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payment, if needed.

All dues are to be paid regularly. For defaulters in addition to the normal fine shown in the paying slip for each instalment, additional fine Rs. 50/- per month will also be added and it will be cumulative.

#### **10. EXAMINATION, PROMOTION AND AWARDS**

- a) There shall be two terminal and an annual examination. Minimum pass mark is 40% in each subject. Appearing for the annual examination is necessary for the promotion. The decision of school authorities with regard to promotion is final.
- b) Those students who fail to secure pass marks shall vacate the seats for the deserving candidates. Such cases will not be admitted in our school in the next higher class.
- c) There is no provision for supplementary examination for the failed / course completed students.
- d) Prizes are awarded to individual pupil for proficiency and merit in various curricular and co-curricular activities.

#### **11. GENERAL DISCIPLINE :**

It is compulsory for the students to participate in the school assembly and physical exercise daily. After the assembly, all shall go to their respective classes in lines keeping silence.

Regular attendance is an important element of successful work. No leave is granted except for serious reasons and that too on the prior written application from the parents/ guardian. Continuous absence of a pupil for 15 working days without sufficient reason or leave will be considered equivalent to the withdrawal of the student from school. In such cases, re-admission is required.

As a rule, students will not be allowed to go home during class hours. They may not be allowed to go home with the

**Bear one another's burdens and so fulfill the law of God.**

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Children are encouraged to become aware of their world to learn and to develop basic concepts of language, Mathematics, Fine Arts Music etc. which are integral parts of curriculum. This will help children develop creativity, interest and motivation, attitude and aptitude and physical fitness.

#### **4. THE ACADEMIC YEAR**

The Academic Session will be from April - March, it is divided into 3 terms :

April	-	September	1st Term
Sept	-	December	II nd Term
Dec.	-	March	III Term

#### **SUMMER TIME SCHEDULE NURSERY - 9.00 A.M. TO 12.30 P. M**

**L.K.G. - 9.00 A.M. TO 01.00 P.M**

**U.K.G. - 9.00 A.M. TO 01.30 P.M**

**SATURDAY** is OFF for Nursery

2nd Saturday - Parent's Meeting 9.00 A.M. - 11.00 A.M.

#### **WINTER TIME SCHEDULE NURSERY - 10.00 A.M. TO 01.15 P.M.**

**L.K.G. - 10.00 A.M. to 01.30 P.M.**

**U.K.G. - 10.00 A.M. to 01.45 P.M.**

**SATURDAY** - NURSERY OFF

2nd Saturday - Parent's Meeting 9.00 A.M. - 11.00 A.M.

**Desire very much that God's will and mine be one and the same.**

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**OFFICE HOURS** : **SUMMER**  
8.30 TO 10.30 A.M.  
11.30 TO 12.30 P.M.

**OFFICE HOURS** : **WINTER**  
**9.30 TO 11.00 A.M.**  
**12.30 TO 01.30 P.M.**

#### **7. CRITERIA / REGULATIONS FOR ADMISSION IN NURSERY**

The school is co-educational and admission is open to all, regardless of caste, creed and social status.

#### **For admission**

**Nursery** : **Online -[www.jsssrewa.org](http://www.jsssrewa.org)**

**Age limit for eligibility** : Minimum Age of Admission is 3 years as on 1st April of the particular year of admission.

**Document** : Birth certificate (Xerox copy duly, verified and attested by a Gazetted officer which will be issued from Municipal Corporation office or equally competent offices to be submitted) No affidavit will be accepted. Date of Birth once entered will not be changed.

- ❖ The school doesn't take any donation in the form of cash or kind.
- ❖ All are cautioned to be aware of middlemen or so called brokers.
- ❖ All the concerned are requested to intimate such cases to the Manager /H.M. Immediately so that necessary precautionary action can be taken by the school.
- . False certificates submitted along with Registration form or application form will be rejected.
- ❖ The management reserves the right of admission or refusing admission of any child without disclosing the reasons.

**Love begins by taking care of the closest ones, the ones at home.**

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- ❖ . No correspondence on the performance of student interaction, will be entertained.
- ❖ . No interaction will be arranged before or after the scheduled date or time.

The candidate should be introduced by the parents. Usually direct admission to L.K.G and U.K.G. will not be entertained but selective cases may be considered on the basis of vacancy, merit and documents.

## **8. SCHOOL UNIFORM**

### **U.K. G**

**BOYS :** Red check shirt with school emblem, black shorts, white socks, black leather shoes without lace and school belt.

**GIRLS :** Red check shirt, black pinafore with school emblem, white socks, black leather shoes without lace and school belt.

### **NURSERY :**

**Boys :** Blue shirt with strips on collar and middle Pant full of strips with blue and grey colour. Black leather shoes without lace and black socks with blue and white strips and school belt.

**Girls :** Blue shirt joined with skirt full of strips with blue and grey colour. Black leather shoes without lace and black socks with blue and white strips and school belt.

## **9. CONTRIBUTION / TUITION TERMS :**

Annual contribution is to be paid in April along with the April's contribution.

Progress Report or any other certificate will not be issued until all the dues have been cleared

Tuition terms are subject to revision.

Fee receipts must be retained and produced as proof of

**Do all things without murmuring and arguing**  
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