



# CHRIST CONVENT SCHOOL

(Affiliated To CBSE Delhi No. 1030631)

PATNA BUJURG - REHLI, SAGAR, 470227 - M.P.

Ph.: 07582-288356



*“Wellbeing”*  
The Holistic Care...

**AFFILIATED TO CBSE NO. 1030631, PH : 07582-288356**







# CHRIST CONVENT SCHOOL

PATNA BUJURG REHLI, SAGAR

470227 - M.P.



## STUDENT HAND BOOK

20 - 20

Name.....

Class.....Sec.....

Admission No. ....Date of Birth.....

Address.....

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.....

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**CHRIST CONVENT SCHOOL**  
PATNA BUJURG REHLI, SAGAR, 470227 - M.P.

**DECLARATION FORM**

Name.....Admission No. ....

Enrollment No. ....Class.....Section.....

Date of Birth.....Aadhar Number.....

Name of Brothers/Sister Studying in the School if any

1.....2.....3.....

Address for immediate contact.....

Parents/Guardian's Name (in full).....

Mother's Name.....Home Address.....

.....Tel.....

Occupation of Father/Mother.....

Annual Income.....

Office Address.....

.....Tel.....

I have read the rules of the school contained in the Student's Hand Book and agree to abide by them.

Signature of Parent/Guardian

Signature of Pupil







### STD SCHOOL HOURS

8:10 a.m. to 1:50 p.m.

Note : No School business will be transacted on holidays and after the office hours.

### KG SCHOOL HOURS

9:00 a.m. to 1:00 p.m.

### STUDENT HAND BOOK

- ♦ This Hand Book must be brought to school every day and followed in detail.
- ♦ Daily lessons, reports and Home Work should be taken down.
- ♦ Parents should regularly see their child's Hand Book, note and sign the child's report.
- ♦ This promotes the tone of studies and discipline in students.



PRINCIPAL



### THE PLEDGE

"India is my country, all Indians are my brothers and sisters.

I Love my country, and I am proud of its rich and varied heritage.

I Shall always strive to be worthy of it.

I Shall give my parents, teachers and elders respect and treat every one with courtesy.

To my country and my people, I pledge my devotion; In their well - being and prosperity alone lies my happiness".

### NATIONAL ANTHEM

जन...गण... मन अधिनायक जय हे,

भारत भाग्य विधाता!

पंजाब, सिंध, गुजरात, मराठा।

द्राविड़, उत्कल, बंग,

विन्ध्य, हिमाचल, यमुना, गंगा।

उच्छल जलधि-तिरंगा।

तव शुभ नामे जागे, तव शुभ आशिष मांगे।

गाहे तव जय गाथा।

जन गण मंगल दायक जय हे।

भारत-भाग्य -विधाता।

जय हे, जय हे, जय हे।

जय जय जय जय हे !





## COMMON PRAYERS

### PRAYER BEFORE CLASS

O God All Knowledge is in you. Please give light to my mind and strength to my will. Please help me to learn my lessons well. Thank you God for giving me this new day. Bless this day and bless my work and my studies. Grant me to seek truth always and make me truly wise.

### BEFORE LUNCH

Bless us O Lord and these your gifts which we are about to receive from your bounty.

### AFTER LUNCH

We Give you thanks Almighty God for all the things we have received from your bounty.

### PRAYER AFTER CLASS

Dear God, I thank you for this happy day for fun and friends for work and play. Thank you for your loving care, at school and every where.



## EDUCATION POLICY OF CHRIST CONVENT SCHOOL

Jesus is the greatest teacher that the world ever had seen. His foot prints are remarkable and ever inspiring to the generation to come.

Christ Convent school plays an important role in imparting education. Through education we give training for the growth of truth and love in the students. Foster moral values with a right conscience and to embrace them personally. By educating the mind to become God's children with responsibility, patriotism, religious harmony, universal brotherhood and the power of discernment, we give them training to get incorporated in the community in which they live. The main objective in conducting the school is to help the students to grow gradually in the likeness of perfect man, Jesus Christ while imparting secular education we shall in corporate constitutional values, sacredness of sex, love for justice and truth, altruism, respect for law and authority

and a sense of universal brotherhood. We ultimately aim to deepen the authentic spiritual formation of all our students. It also broadens the narrow focus on personal academic development and emphasize the holistic and fuller development that meets the challenge of modern culture and society, and its demand for higher levels of competence, and we actively contribute to the betterment of India and its people by sharing nation building. A major objective of our education is to follow Jesus who showed us the way by proclaiming the kingdom of God on earth by breaking down age old barriers of mind and heart, and all type of exclusion and discrimination for the realization of this goal we welcome our students, teachers, parents and well wishers to be filled with a deep sense of companion for the world, for restoring the integrity of human society and the whole creation.







## CURRICULUM

According to Gandhiji " Education is an all round drawing out of the best in child and man -body, mind and spirit". The all round development of the child is taking place in the school where is teacher is an important factor. So education is a dynamic phenomenon. A sound and effective system of education results in the unfoldment of learners potentialities enlargement of competencies and transformation of their interest, attitudes, aptitudes and values. Education aims at making children capable of becoming responsible, productive and useful members of society. If however education were to be treated as a routine affair where children take part in the rat race to get a piece of paper called diploma or a degree finally, then the whole purpose of education is lost. So the Christ Convent School aims at the all round development of a child. The curriculum of the school is totally based on child and activity centered.

### WE TAKE PRIDE IN THESE CONDITIONS

1. Never Knowingly injure anyone's feelings or property in any manner
2. Never making fun the old, the poor, the less fortunate and the handicapped
3. Always respecting the religious beliefs of the other
4. Valuing courage and endurance to play fairly and courteously and accepting victory or defeat sportingly
5. Being careful of personal cleanliness and avoiding vulgarity in talk and behaviour
6. Offering help to any unattended visitor whom we meet in the school premises



7. Greeting any teacher or visitor who enters or passes through the room in which we are.
8. Realizing that hard, persevering, systematic personal effort is main ingredient to real success
9. Always remembering that 'PLEASE', 'THANK YOU' and 'SORRY' are the most beautiful words in the dictionary.
10. Always being conscious that nobility consists in being honest and sincere, decent and gentle in speech and action.
11. One best book is equal to hundred good friends but one good friend is equal to a library....

*Dr. A.P.J. Abdul Kalam*

## THE CONSTITUTION OF INDIA

### PREAMBLE

**WE, THE PEOPLE OF INDIA**, having solemnly resolved to constitute India into a **SOVEREIGN SOCIALIST SECULAR DEMOCRATIC REPUBLIC** and to secure to all its citizens:

**JUSTICE**, Social, economic and political;  
**LIBERTY** of thought, expression, belief, faith and worship;  
**EQUALITY** of status and opportunity; and to promote among them all

**FRATERNITY** assuring the dignity of the individual and the unity and integrity of the nation;  
**IN OUR CONSTITUENT ASSEMBLY** this twenty-sixth day of November, 1949, do **HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION.**





## FUNDAMENTAL DUTIES

### ARTICLES 51A

**Fundamental Duties-** It shall be the duty of every citizen of India-

- (a) To abide the Constitution and respect its ideals and institutions, the national Flag and the National Anthem;
- (b) To cherish and follow the noble ideals which inspired our national struggle for freedom;
- (c) To uphold and protect the sovereignty, unity and integrity of India;
- (d) To defend the country and render national service when called upon to do so;
- (e) To promote harmony and the spirit of common brotherhood amongst all the people of India transcending religious, linguistic and regional or sectional diversities; to renounce practices derogatory to the dignity of women;
- (f) To value and preserve the rich heritage of our composite culture;
- (g) To protect and improve the natural environment including forests, lakes, rivers, wild life and to have compassion for living creatures;
- (h) To develop the scientific temper, humanism and the spirit of inquiry and reform;
- (i) To safeguard public property and to abjure violence;
- (j) To strive towards excellence in all spheres of individual and collective activity so that the nation constantly rises to higher levels of Endeavour and achievement.

### ABOUT SCHOOL

Christ Convent School Patna Bujurg, Rehli, Sagar, M.P, India is founded and run by the congregation of Sisters of Jesus. The congregation of Sisters Jesus founded by Late Bp. Clemens Thottungal C.M.I. He was a man of deep conviction and commitment to uplift the rural people of India. The Christ



convent school is surrounded by many villages, most of the students are coming from different villages. The goal of the school is to educate is to refine, to instill ideals of nobility, character, culture and eternal social values like compassion, love, brotherhood and humility. Education is the bed rock of culture and civilization. Education must promote the welfare of the world. The school is under the management of the Society of Sisters of Jesus, A religious, Charitable and education society, registered under Madhya Pradesh Society Registration Act. It is a Catholic minority, governed by Art. (30)1 of the Indian constitution as elucidated by the highest court of India. The Christ Convent School draw their inspiration principally from Jesus Christ and are based on the Gospel values.

### AIMS OF THE SCHOOL

- ♦ To form intellectually developed, emotionally mature, morally upright and spiritually enlightened citizens who are able to dedicate selfless services to the society and nation.
- ♦ To build a new generation of people who are committed fulfill the task of building up a just society.
- ♦ To help the inner liberation of human.
- ♦ To foster in the students a high degree of integrity, honesty, respect, resourcefulness and responsibility.
- ♦ To promote the feeling of oneness among the students and staff belonging to different linguistic religious and social groups.

### OBJECTIVES OF THE SCHOOL

- Vision:-** Form christees to become torch bearers of the society
- Mission:-** Form intellectually developed, emotionally mature, morally upright and spiritually enlightened citizens who are competent to render dedicated selfless services to the society and nation.





### Core Values

- |                           |                           |
|---------------------------|---------------------------|
| 1. Integrity & Fraternity | 2. Honesty & Truthfulness |
| 3. Respect                | 4. Responsibility         |
| 5. Inner freedom          | 6. Feeling of oneness     |

### IDEAL CLASS LEADERS

1. Class teachers will pay attention to select ideal, industrious and exemplary students as class leaders.
2. They must be able to command respect in the class.
3. They are employed for all kinds of all kinds of assistance in the class e.g. maintaining discipline, collecting or distributing books, attending to cleanliness and neatness of the classroom, bringing charts, maps, reporting to concerned authorities about various needs of the class, up keeping of notice board etc.
4. They must rub out the writing on the black board immediately after each period.
5. The class leaders will write each day on the black board the date and the number of students present out of the total in the class.
6. The class leader will be responsible for all happenings in the class during the absence of the teacher.
7. The class leader should be aware of the privilege and honour of being the class leaders. To betray the trust and confidence reposed in them is to commit a degrading act.
8. Once in two months a meeting of the class leader could be organized to discuss on various methods and means of improving discipline and redressing grievances.
9. It is the duty of a class Leader to the principle/teacher concerned any breach of discipline noticed even during the recess.
10. In the event of a teacher being absent in the class it should be reported to the principal within five minutes from the commencement of the periods.



### IDEAL SCHOOL LEADERS

1. School leaders will ensure that the class leaders carry out their duties in a responsible manner.
2. They shall command the whole school in discipline at assemblies every morning and in all school gatherings.
3. They shall be constantly alert, observant and sensitive to the needs of the school and act promptly after consulting and getting necessary instructions from the principle.
4. They shall show exemplary behavior, leadership, trust, courtesy, love and goodness.
5. They shall play an active role in organizing inter class and inter school activities.
6. They shall bring to the notice of the teacher/principal minor day to day problems of the students.

### OUR EDUCATIONAL ETHOS

1. Our efforts will be to help you learn:
2. To keep yourself and your surroundings clean. It is the reflection of your inner self.
3. To compete with yourself to know your weakness such as laziness, to achieve more and more better.
4. That success or achievement does not come by chance or luck. Luck smiles on those who burn the midnight oil.
5. To pray to the Almighty to give you the strength to achieve the things you can and the serenity to accept what you cannot and the wisdom to know the difference.
6. Never to disown, hurt or oppress the poor, nor to bend your knees before the insolent might.
7. Not to waste time, there is never enough time to learn, to love, to give, to achieve, to wonder, to leave behind a legacy.
8. To apply reason and intellect in all matters, not to be moved by emotions and feelings.





9. To appreciate the beauty and goodness in the universe, the beauty and goodness within you, the beauty and goodness in others.
10. That a good deed sets in motion a chain of other good deeds, just as a warm smile will not fail to reflect another warm smile.
11. That every human being is basically good; if any one is bad to you, it is not your fault; nor it is his fault, he may have been treated badly by others.
12. Never to curse darkness, but to light a candle instead.
13. That this great universe and all it contains is the creation of the Almighty and nothing happens in this universe without His knowledge and consent. Hence man should endeavour to work in tune with nature and the Almighty.
14. That nothing is absolute or final in life; that change is unavoidable law of growth; that we never possess the absolute truth; we have only partial truths; be willing to give up the partial truth as we discover more truth.
15. To develop within you Harmony of body and soul, nature and creativity, reason and desire.
16. Not to be afraid to go against the current. It is to be struggling with hard than being complacent over a small success.
17. That each individual is unique, and must find his own path in life to success and fulfilment. There is no challenge and therefore no reward in the beaten path; each one blossoms in one's own uniqueness. You decide your destiny and make it. Others, even teachers and parents are only helpers.
18. To be always on the search to discover, to explore the possibilities and opportunities.
19. That it is possible to agree to disagree; that is O.K. to be different; not to feel guilty to assert oneself.



20. That you learn to give, and give it generously till it pains. How much you may give, it is never more than you have received, for what you have received is infinite: life and love.
21. To be prepared to pay the price of greatness: Jesus Christ was crucified and killed before he rose from death to eternal Life, Socrates had to drink the cup of hemlock and die before the world acknowledged his greatness, Siddhartha had to renounce his palace and kingdom before he became the Buddha.

### GENERAL RULES

#### A. Admission

- ♦ All the students are expected to be present on the first day when the school re-opens for new session and also on the day school re-opens at the beginning of each term. It is compulsory for every student to have at least 70% of the total attendance.
- ♦ Generally the children are admitted to Nursery L.K.G, U.K.G. & Primary classes. A child who seeks admission to any class except nursery & L.K.G should have a fairly good knowledge of English.
- ♦ To be admitted to the Nursery a girl or boy must have completed 3 years of age.
- ♦ A candidate who desires to join the school fresh from home or a private school must produce an official certificate (Tehsil/Baptismal/Sarpanch)
- ♦ Students who have attended a recognized school can't be admitted without the transfer certificate. It must be counter signed by the district or regional officer of the board.
- ♦ The Principal reserves the right to refuse in any admission without having to assign any reasons for such an action.
- ♦ Admission fee is not refundable.





#### B. Withdrawal

- ♦ If the parent or guardian wished to withdraw a child from the school they must apply for this in writing, pay all the fees including that of the current month & obtain T.C. from the principals office.

#### C. Leave

- ♦ Written application duly signed by parents/or guardian must be submitted to the Principal the day before proceeding on leave or incase of illness preferably on the day itself.
- ♦ Leave will be granted only in the exceptional cases like sickness death in the family. Students are not allowed to take leave during the school hours for celebration at home. Absence from class due to festivals & functions are discouraged.
- ♦ The students who remain absent from the school for more than 15 days without an application for leave duly signed by their parents/guardians will be terminated from the school incase they are reinstated the usual admission fee will be charged afresh.

#### D. Dismissal

- ♦ If there are serious violation of rules the school authority can suspend or dismiss the student.
- ♦ The decision of the school authority regarding dismissal of any student is final and irrevocable.
- ♦ Punishing of students inside or outside the school premises by the parents/guardians will be sufficient reason for the dismissal of their children.



#### E. Examination & Promotion

- ♦ There are 2 summative examinations which will be conducted during the academic year and it's report will be issued within fortnight.
- ♦ The result of the examination are final and will not be considered. The 2<sup>nd</sup> summative examination papers will not be shown to anybody.
- ♦ Students are promoted to higher class only after passing the final examination in each subject.
- ♦ Those who fail in one or two subjects may be given a chance to appear for a remedial test.
- ♦ Marks of the formative and summative examination will be considered for promotion.
- ♦ Students failing in any subjects will not be given division.

#### F. Fees

- ♦ Fees must be paid within 1 to 15<sup>th</sup> of every installment. A late fee of Rs.50/ will be collected for fees not paid in the Respective Installments.
- ♦ If the payment has been neglected for more than one installments the students will not be allowed to attend classes.
- ♦ The school fees are subjected to change from time to time as it may be needed to meet the financial requirement of the school.
- ♦ Parents are requested to keep the receipts issued to them. They have to produce them in proof of payment if needed.
- ♦ All fees due up to the formative & summative examinations must be paid at least one week before the commencement of the examination.



## G School Uniform

- The school uniform must be worn on every school day.
- A pupil who is not dressed neatly and tidily school uniform in the school may not be permitted to sit in the class. The students who have taken new admission must have the school uniform within one week of their admission. Strict measures will taken against those who ignore the rules concerning the uniform.
- Students, especially girls are not to wear/bring ornaments and are forbidden to wear make up.

### SCHOOL UNIFORM

#### BOYS(1-V)

- Monday** Shirt Blue color with sky blue check half sleeve stand collar with School Mono
- Tuesday** Half Pants color Navy blue
- Thursday** Socks- Black color with blue band on top
- Friday** Tie and belt with school mono  
(Nehru-Jacket Blue and White check)

#### (VI TO VIII)

- Shirt Blue color with sky blue check half sleeves stand collar with School Mono
- Full Pants color Navy blue
- Socks- Black color with blue band on top
- Tie and belt with school mono  
(Nehru-Jacket Blue and White check)

#### (IX to XII)

- Full Pants color Navy blue
- Shirt Blue color with sky blue check half sleeves stand collar with School Mono
- Socks- Black color with blue band on top
- Tie and belt with school mono



(Nehru-Jacket Blue and White check).

#### WEDNESDAY (I TO V)

- White half pants and house T-Shirt
- White P.T. Shoes with White socks

- (VI to XII)** Shirt- white color half sleeves with School Mono  
And Specified house wise jacket

#### SATURDAY

- White pants and white shirt
- White P.T. Shoes with White Socks
- Winter Nursery to UKG Sweater-"V" Neck Navy Blue colored with White strips collar
- On Neck, handsand waist line (Boys & Girls)

'Cap/Scarf Blue

Gloves Blue

(1" to XIIth) Cap/Scarf Blue

Gloves Blue

Blue color Blazer with Mono

### SCHOOL UNIFORM

#### GIRLS(1-V)

- Monday** Shirt Blue colorCheck half sleeves stand collar with School Mono
- Tuesday** Pants colour Navy blue
- Thursday** Socks- Black color with blue band on top
- Friday** Tie and belt with school mono  
(Nehru-Jacket Blue and White check)

#### (VI TO VIII)

- Shirt Blue color half sleeves stand collar with School Mono
- Full Pants color Navy blue
- Socks- Black color with blue band on top
- Tie and belt with school mono  
(Nehru-Jacket Blue and White check)





IX<sup>th</sup> to XII<sup>th</sup> Salwar Suit Sky Blue color (Kurti) and Salwar Navi Blue and blue check half sleeves stand collar Jacket with School Mono

### WEDNESDAY (I TO V)

White Skirts and White T-Shirt with School Mono  
White P.T. Shoes with White socks

### (VI to XII)

White Salwar Suit with White Jacket  
White Shoes and White Socks.

### SATURDAY

#### (I TO V)

White Skirts and House wise T-Shirt with School Mono

White P.T. Shoes with White socks

### (VI to XII)

White Salwar Suit with House wise Jacket  
White Shoes and White Socks

### Winter:

Nursery to UKG Sweater - "V" Neck Navy Blue colored with White band on Neck.  
handsand waist line (Boys & Girls)

'Cap/Scarf Blue

Gloves Blue

(1<sup>st</sup> to XII<sup>th</sup>) Cap/Scarf Blue

Gloves Blue

Blue color Blazer with Mono

### Girls (other Accessories):

Blue Ribbon/Hair band- Monday,

Tuesday, Thursday Friday

White Ribbon/Hair band-On

Wednesday & Saturdays.

Note: Girls hair style should be, two sides of Pony Hair With Ribbon

Boys Hair style should be Normal Hair cut



## TO STUDENTS

- ♦ The students shall be in the school premises at least 5 minutes before the first bell
- ♦ Students are forbidden to bring mobile phone transistors, fire crackers, sharp pointed weapons, explosives and other dangerous materials to school. Strict disciplinary action will be taken against such offenders which may be even mean summary dismissal.
- ♦ No student shall bring to school any book other than class books and the books issued from the school library.
- ♦ Those who happen to come late or have been absent the previous day must bring a written explanation or leave letter duly signed by the parents.
- ♦ Students are not allowed to enter any class room other than theirs without permission, to be noisy while passing class rooms, office or the room where teachers assemble.
- ♦ The name, standard and section of the student should be clearly marked on his/her belongings.
- ♦ Sports and games are compulsory for all students. The dress prescribed by the school should be worn for all the sports events & Saturdays.
- ♦ Any exchange of articles or money transaction between students is forbidden.
- ♦ Habitual idleness, disobedience, cheating in the examination, changing marks in the report book or conduct injuries to the morale of the school are sufficient reasons for the dismissal of the students.
- ♦ Neatness in writing, a personal and general cleanliness and courtesy of speech are emphasized.
- ♦ Therefore spilling of ink, littering, scribbling on school desks or walls, stealing or damaging other student's belongings will be surely dealt with.
- ♦ The decision (disciplinary action) of the management shall be final and conclusive and no appeal shall lie anywhere except with the governing body of the society.





In interpreting the school rules, the interpretation favouring and upholding the rule of law and order and discipline in the school shall be deemed correct.

- As the medium of instruction is English, students must communicate in English at all times as long as they are in the school premises. Even parents should encourage their children in responding in English to increase its fluency.
- The school is not responsible for goods lost. Therefore, it is not advisable to bring valuable articles like expensive watches, fountain pens, gold or silver ornaments, friendship bands any other fads or too much money. Students are also advised not to leave any of the above in the class room or green room.
- Celebration of birthday parties in school and 'Continuation parties are not permitted.
- Punctuality and regularity in attendance, proper school uniform, and good behavior in and outside school is always expected of every christee. In all these matters the parents co-operation is expected at all times.
- Honesty is expected of every pupil. If a pupil finds something which does not belong to him/her /he/she should inform the principal/vice principal about the articles found and leave the same in the office. Pupils who lose the article may also enquire about them in the school office.
- Students are not allowed to leave the school premises without getting a gate pass duly signed by the Principal/vice principal of the school.
- Students are answerable to the school authorities for their conduct in and outside the school. Hence, misbehavior in public places and conveyance justifies dismissal. Irregular attendance, habitual idleness, disobedience, objectionable moral behavior and above all discourtesy and disrespect to teachers are a sufficient cause for dismissal from school.
- During the absence of the teacher from class, students must obey the prefect or monitor appointed to maintain order.



## GUIDELINES FOR PARENTS

Parents are requested to bear in mind that the school attaches great importance to building a sound character in students. They are expected to co-operates with the school authorities by making their children understand that a well-ordered and disciplined way of life is as important at home as in school. Parents should supervise their lessons, and take an active interest in the activities of the school.

- On fixed second Saturdays from 9.30 am to 12.am teachers are available for personal interview in connection with any enquiry concerning the progress, conduct and attendance of the student. On other days the teachers may be contacted only through the principal.
- Visitors are not allowed to interview the class teachers and children in their respective class rooms during school hours, any such business may be transacted with the school authorities.
- During school hours children should not be allowed to leave the school premises unless in the case of areal necessity when permission will be obtained in writing from the parents.
- Parents are not allowed to enter the class room or talk to the teachers during the class hours.
- Criticism of the teachers and the school in the presence of the students should be avoided as it is injurious to their education. Any problem may be brought to the notice of the school authorities and solution sought.
- Punishing of school students inside or outside the school premises by the parents/guardians will be sufficient reason for the dismissal of their children.
- The reports of formative & summative examinations should be signed by the parents/guardians in the school.
- Parents, guardians and visitors are requested to meet the principal between 9.15 am to 10.15 am at other times only by appointment.





While communicating with the principal, parents are requested to state in their letters, the class and section in which their wards are studying.

If a child has an infectious disease parents should keep the child at home till he recovers. A medical certificate and fitness certificate must be submitted on return.

Change in the address or telephone number of parents or guardians must be intimated to the school in writing and without delay.

### IN CLASS

Your attitude and application in class determine your level of understanding

#### Be Alert

- Listen closely and absorb the work.
- Think with your teacher.

#### Be involved

- Be active and interested.
- Pre-read before class and have questions to answer.

#### Be prepared

- Have your pens, book, stationery etc ready.

#### Be thorough

- Take notes in your own words with main points and key words.
- Listen for phrases that your teacher emphasises and stresses; they are important. As soon as you encounter a

#### problem:

- Ask for help.
- It will show your teacher that you are taking responsibility for your learning.

#### Be strong

- Ignore and sit away from immature students.
- They won't accept the challenge and won't experience success. "the hard you work, the more luck you have" Anon



### HOME WORK

Work to be completed outside the classroom at **Home** is an essential part of the learning chain. **Homework** serves three main purposes:

- It provides you with a challenge.
- Learn to complete work on your own for reinforcing your knowledge and understanding.
- It engraves the subject matter in your mind.
- Any problem that need explanation will show themselves, see your teacher next day.
- It makes you organize your time and **priorities** your activities.
- It allows you to practice and repeat concepts and skills earned. Always write down any homework in your diary immediately.
- It is easy to forget.
- Always cross of each session on your Study planner.
- It gives you a feeling of control.

### MY PEER GROUPS RELATIONSHIPS)

The students you mix with are your **Peer groups** and are importance players in your team.

It is vital for you to have clear and definite **goals** to aim for and personal **rules** live by.

When you feel **pressured** by your Peer Groups to do something.

- Speak up if you don't want to do it.
- have the confidence to believe in yourself
- see your family and teachers for support
- Having the Self Control and self Discipline to:
- be yourself
- do what you want to do
- Ignore Peer Groups pressure are essential to your success.



### The challenges

- It's your life, you direct it
- Your friends will respect you for standing for what you believe is right

*"It is always easier to fight with your principle than to give up to them" Anon"*

### SPORT AND LEISURE

(Research & Operational Skills)

Participating in quality sport and leisure is vital

It allows you to;

- clear your mind
- reduce stress
- develop another skill
- improve fitness and body tone and flexibility
- Build friendships.



Extending yourself in another area besides study builds your self esteem.

- Be prepared to try different activities.
- You may surprise yourself

Be aware that many leisure activities and training for sport can be time consuming.

You must find a sensible balance.

This highlights the need for a well managed Study Timetable.

*"Active and alive, live it" Anon..*



### MY SCHOOL

The relationship between you and your school must be - two, give and take.

The school can provide you with opportunities to:

- gain a quality education
- Access varied careers.
- Develop special qualities such as sporting craft debating etc.
- Meet a variety of different people



Equally you can provide the school with :

- Your enthusiasm to involve yourself in many activities.
- Your willingness to accept responsibility.
- Your talent to enhance the school's reputation.
- It is a partnership between you and your school have pride in your school

*"Your are an important brick in wall"*

*Anon.*

### PERSONAL QUALITIES

Striving hard to achieve your goals:

- Educationally
- Personally
- Socially
- Sporting wise
- Interest wise, develops excellent qualities in you







### Positive Attitudes

- Always looking for solution, not problems.

### Turning

- can't into cans
- Won't into will
- Have to into want to

### Commitment

- Applying yourself to a task to the end
- sticking power

### Determination

- Not losing sight of your aims.
- Overcoming obstacles

### Persistence

- Doing the right Thing and doing the right
- Never giving up.

### Self Esteem

- Having confidence and faith in your self
  - Knowing you can do it
- Giving everything you do, your very best shot, is incredibly rewarding  
"Never give up, never, never, never!"



## TRUSTING MY LORD

I just keep trusting my lord,  
As I walk alone,  
I just keep trusting my lord,  
And he gives me a song.

Tho' the storm clouds darken the sky  
O'er the heavenly trail  
I just keep trusting my lord  
He will never fail

He is a faithful friend-(2)  
Such a faithful friend-(2)  
I can count on Him-(2)  
To the very end-(2)

## THIS IS MY PRAYER

Chorus: This is my prayer to thee, my Lord  
Strike, strike at the root of penury in my Heart

1. Give me the strength lighting to bear  
My joys and sorrows
2. Give me the strength to make my love  
Fruitful in service
3. Give me the strength to raise my mind  
High above daily trifles



## SHOWER OF BLESSING

There shall we showers of blessing  
This is the promise of love  
There shall be season refreshing  
Send from the savior above

**Chorus:** Showers of Blessing  
Showers of Blessing we need  
Mercy drops round us are falling  
But for the showers we plead

1. There shall be showers of blessing  
Send them upon us O' Lord  
Grant to us now a refreshing,  
Come and now honour Thy word (Chorus)
2. There shall be showers of blessing  
O that today they might fall  
Now as to god we're confessing  
Now as on Jesus we call (Chorus)

## LIBERATION

The world stands in need of liberation, my Lord,  
It still has to feel your power  
The blind and the deaf, the dumb and the maimed,  
All need to feel your healing touch.  
The world stands in need of liberation, my lord  
It still has to learn to love  
There are those who have eyes but refuse to see  
Their inhumanity to men  
There are those who have ears but refuse to hear  
Their cries of men in agony  
There are those who have ears but refuse to speak  
Against injustice done to men  
There are those who have ears but refuse to reach  
Theme out in love and brotherhood



## WE ARE GATHERING

We are gathering together into him (2)  
Unto him shall the gathering of the people be  
We are gathering together into him  
We are praising... (2)  
Unto him shall the praising of the people be  
We are praising together into him  
We are thanking.....(2)  
We are singing.....(2)  
We are praying.....(2)



## LIKE A SUN FLOWER

Like a sunflower  
That follows every movement of the sun  
So, I turn towards you to follow you my Lord  
In simplicity and charity  
I follow (2) (Like...)  
In simplicity and honesty  
I follow (2) (Like...)



## NUMEROUS STRINGS

There are numerous strings in your lute  
Let me add my own among them.  
Then when you smite your chords,  
My heart will break its silence  
And my heart will be one with your song  
Amidst your numberless stars,  
Let me place my own little lamp.  
In the dance of your festival of lights,  
My heart will throb and  
My life will be with your smile.







## SPIRIT OF THE LIVING GOD

Spirit of the living God  
Fall afresh on me  
Melt me, mould me, fill me, use me  
Spirit of the living God  
Fall afresh on me.



## GOD'S LOVE

God's love is so wonderful (3 times)  
Oh! Wonderful love  
So high I you can't get over it  
So deep you can't get under it  
So wide you can't get around it  
Oh! Wonderful love

## CHANNEL OF PEACE

Make me a channel of your peace,  
Where there is hatred let me bring you love,  
Where there is injury your pardon lord,  
And where there's doubt true faith in you.  
Chorus: Oh master grant that I may never seek,  
So much to be consoled as to console,  
To be understood as to understand,  
To be loved as to love with all my soul  
Make me a channel of your peace,  
Where there is despair in life let me bring hope  
Where there is darkness, Lord, your shining light  
And where there's sadness, ever joy  
Make me channel of your peace  
It is in pardoning that we are pardoned,  
In giving to all men that we receive,  
And in dying that we're born to eternal life.



## O GIVE THANKS

O Give thanks to the lord  
For he is good (3)  
Yes, eternal is his love

I will sing to my god never ceasing,  
All my life, I will tell of His wonders,  
He's the maker of all, earth and heaven,  
Of the ocean, the seas and all they hold

He gives sight to the blind in his mercy,  
And he raises the lowly, the humble,  
It is he who gives shelter to strangers,  
Every orphan and widow he defends.

## हे मेरे पिता

हे मेरे पिता, हे मेरे पिता  
पावन होवे तेरा नाम .....2

1. आवे तेरा राज, सब के दिल में आज  
पावन कर दो हमें, गावे तेरा नाम ।
2. पूरी हो तेरी इच्छा मेरे जीवन में ।  
सारी दुनिया में तेरी स्तुति होवे।
3. आज का आहार दे, सब को परमेश्वर  
क्षमा कर दो हमें, जैसे क्षमा किया हमने।
4. प्रलोभन में साध रहना, अपनी शक्ति देना,  
परीक्षा में गिरने न देना, बुराई से हमें बचाना।।



## करता हूँ मैं वन्दना

हाथ जोड़े सिर झुकाये,  
करता हूँ मैं वन्दना,  
तू है प्रभु सर्वस्व मेरा।

1. तू मेरी माता मेरा पिता।

तू मेरा बन्धु मेरा सखा ....2  
तू मेरी शक्ति, तू मेरी मुक्ति।  
तू मेरा आनंद मेरा दाता।

2. तू है प्रभु संगीत मेरा।

तू गीत है तू साज मेरा।  
गाउँ सदा गुणगान तेरा।  
तू मेरा ईश्वर मेरे पिता।



## निर्मलता का मन

निर्मलता का मन मुझ में  
तू ही बना दे दाता  
शान्ति -दया -सम -भाव मेरे  
दिल में बसा दो दाता

मन, मोहों से दूर हटा दो  
पापों से मुझको तारो  
दीन दुखी से प्रेम करूँ मैं  
सेवा का मन मँदिर हो।

मन भावुक हो भाव प्रबल हो  
दुःखों की समझ पीड़ा  
सबकी खुशी में मेरी खुशी हो  
दुनिया दो पल का डेरा।



## तू शीतल जल धारा...!

तू शीतल जल धारा  
मैं हूँ प्यासी हिरणी

तुझसे कैसे मैं दूर रहूँ  
तुझसे कैसे मैं दूर रहूँ

तू है लता, मैं एक डाली  
तू है राह, मैं एक राही

मैं हूँ भेड़, तू चरवाहा  
मैं हूँ चिराग, तू उजियारा।



## तू मेरी ज्योति...!

तू मेरी ज्योति तू मेरा घर  
तू ही मेरी राह तू हम सकर  
तू जो मेरे साथ तो काहे को डरूँ  
तू जो मेरे साथ तो काहे धरारूँ  
तेरा कृपा मेरी पूजा मिलके गायेगी  
प्रभु तू ही मेरा भीत तू ही मेरा भित्त...  
मेरा तू सबेरा प्रभु तू ही मेरी शाम  
तू प्रभु जग की मन मुत्कान  
मेरे मन की पूजा तेरी हो जाये संगीत  
तेरी बिना जाये मुझमें गाये नवदीन  
तू मेरी ज्योति ....  
मेरी तू उम्मा प्रभु तू मेरी लगन  
तू ही मेरी मंजिल तू ही साधिन  
तू ही मेरा सपना तू है आर्चना  
तू मेरा नाथ तू ही मेरा  
तू मेरी ज्योति ....







## येसु हमारे येसु

येसु हमारे येसु  
तुम हो दया के सागर  
तेरी दया से ही तो  
महका है मेरा हृदय  
हम पर दया हो तेरी  
ऐसी विसात रखना  
बदले जहाँ सारा  
पर तुम नहीं बदलना।  
हम फूल तू ही डाली  
डाली में हमको रखना  
बिखरे न फूल कोई  
ऐसा ख्याल रखना



### ऐ मालिक तेरे बन्दे हम

ऐ मालिक तेरे बन्दे हम, ऐसे हो हमारे करम।  
नेकी पर चलें, बंदी से डरें, ताकि हँसते हुए निकले दम।  
ये अंधेरा घना छा रहा, तेरा इंसान घबरा रहा (2)  
हो रहा बेतबड़ कुछ न आता नजर सुख का सूरज छिपा जा रहा है  
तेरी रोशनी में जो दम, वो अमावस को कर दे पूनम  
नेकी पर चलें.....



जब जुल्मों का हो सामना, तब तू ही हमें धामना (2)  
वो बुराई करें, हम भलाई करें, नहीं बदले की भावना  
बड़ उठे प्यार का हर कदम और मिटे बैर का ये भरम  
नेकी पर चलें.....  
बड़ा कमजोर है आदमी अभी लाखों में है इसमें कमी (2)  
पर तू जो खड़ा है दयालू बड़ा, तेरी कृपा से धरती धनी  
दिया तूने जो हमको जन्म, तू ही, ले लेगा हम सबका गम  
नेकी पर चलें.....



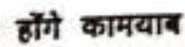
## इतनी शक्ति हमें देना दाता

इतनी शक्ति हमें देता दाता  
मन का विश्वास कमजोर हो न (2)  
हम चलें नैक रास्ते पे हमसे  
मूल कर भी कोई मूल हो ना इतनी.....  
दूर अज्ञान से हो अंधेरे  
तू हमें ज्ञान की रोशनी दे  
हर बुराई से बचते रहें हम  
जितनी भी दे मली जिंदगी दे  
बैर हो न किसी का किसी से  
भावना मन में बदले की हो ना। हम चलें.....  
हम न सोचें हमें क्या मिला है  
हम ये सोचें किया क्या है अर्पण  
फूल सुशियों के बँटि सभी को  
सब का जीवन ही बन जाए मयुवन  
अपनी कल्याण का जल तू बरस के  
कर दे पावन हर पल मन का कौना। हम चलें.....



### हमको मन की शक्ति देना

हमको मन की शक्ति देना मन विजय करें  
दुस्तरों की जब से चले लुट को जब करें  
भेदभाव अपने दिल से, साक कर लें  
दुस्तरों से मूल हो तो माफ कर लें  
झूठ से बचे रहें सब का दम नई  
दुस्तरों की जब से.....  
मुश्किलें पड़े तो हम ये हथका क्या कर  
साथ दे तो धर्म पर चले धर्म पर  
लुट पे हँसता रहे बंदी से डरे  
दुस्तरों की जब से.....



हम होंगे कामदाब - 3 एक दिन.

ओ- मन में है विश्वास, फूटा है विश्वास॥

1. होगी शांति चारों ओर-3 एक दिन।  
ओ- मन में है विश्वास, पूरा है विश्वास॥  
होगी शांति चारों ओर एक दिन।  
हम चलेंगे साथ- साथ डाल हाथों में हाथ,
2. हम चलेंगे साथ-साथ एक दिन।  
ओ- मन में है विश्वास, पूरा है विश्वास॥  
हम चलेंगे साथ-साथ एक दिन॥
3. नहीं डर किसी का आज,  
नहीं भय किसी का आज।  
नहीं भय किसी का आज के दिन,  
ओ- मन में है विश्वास, पूरा है विश्वास॥  
नहीं डर किसी का आज के दिन॥



When a pupil comes late, it is to be entered here by the class teacher or the subject teacher.

39