



# Green Valley Central School

Mogappair West, Chennai - 37

Managed by Green Valley Educational Trust, Chennai

## Almanac

**ACADEMIC YEAR  
2024 - 2025**

**Arise & Shine**

Name .....

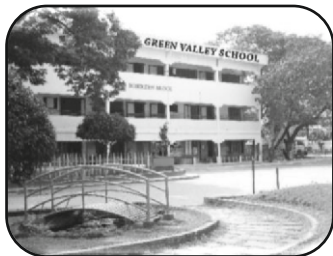
Class.....Sec.....

Admission No. ....

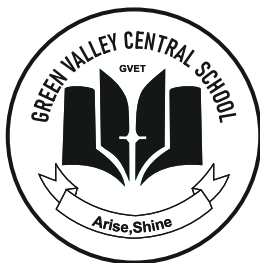
House.....

‘I shall bring this Almanac to school every day’

**Green Valley Central School, Chennai**



**Montessori Teacher Training**



**Green Valley Public School, Penta**



## **Upcoming Green Valley's Brand-New, Conveniently-Designed Building**



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## **BIO-DATA OF THE PUPIL**

Name: .....

(As in the Admission Register):

Class & Section: ..... Admission No: .....

Date of Birth: ..... EMIS No: .....

Aadhar No: .....

Religion: ..... Nationality: .....

Mother Tongue: ..... Blood Group: .....

Second Language: ..... House: .....

Identification Mark: .....

Pupil's  
Stamp size  
photo

Father's  
Stamp size  
photo

Mother's  
Stamp size  
photo

<b>PARTICULARS</b>	<b>FATHER</b>	<b>MOTHER</b>
Name		
Educational Qualification		
Occupation		
Place of work		
Annual Income		
Languages known to speak & write		
Office Address		
Office Ph. No.		
Mobile No.		
E-mail - ID		

### **Name of siblings studying in Green Valley**

1..... Std.: .....

2..... Std.: .....

Residential Address	Address in case of emergency

**Mode of Transport:**

- ☐ School Bus      ☐ Private Van      ☐ Auto  
☐ Own Car      ☐ Two Wheeler/By Walk      ☐

Standard/Year of Admission in Green Valley: .....

**Names of Brother(s) & Sister(s) who were past students of Green Valley**

- 1..... Year: 20..... – 20 .....
- 2..... Year: 20..... – 20 .....

The information mentioned above is true to the best of our knowledge and belief. We hereby assure that we will abide by the rules and regulations of the School.

\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Mother's Signature

\_\_\_\_\_  
Pupil's Signature

## **BIO-DATA OF THE PUPIL**

Name: .....

(As in the Admission Register):

Class & Section: ..... Admission No: .....

Date of Birth: ..... EMIS No: .....

Aadhar No: .....

Religion: ..... Nationality: .....

Mother Tongue: ..... Blood Group: .....

Second Language: ..... House: .....

Identification Mark: .....

Pupil's  
Stamp size  
photo

Father's  
Stamp size  
photo

Mother's  
Stamp size  
photo

<b>PARTICULARS</b>	<b>FATHER</b>	<b>MOTHER</b>
Name		
Educational Qualification		
Occupation		
Place of work		
Annual Income		
Languages known to speak & write		
Office Address		
Office Ph. No.		
Mobile No.		
E-mail - ID		

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\_\_\_\_\_  
Father's Signature

\_\_\_\_\_  
Mother's Signature

\_\_\_\_\_  
Pupil's Signature

## MY TEACHERS

[illegible]

## **GREEN VALLEY EDUCATIONAL TRUST (Regd.)**

### **GVET**

The Green Valley Central School is managed by the Green Valley Educational Trust of public nature for educational and charitable purposes.

The Green Valley Educational Trust is funding and financing the following reputed Educational Institutions:

- Green Valley Public School, CBSE, Penta, Amalapetta, Odisha
- Green Valley Public School, CBSE, Dhundhili, Rayagada, Odisha
- Green Valley Public School, CBSE, Thiruvali, Rayagada, Odisha
- Green Valley Public School, JKPur, Rayagada, Odisha
- Green Valley Teacher Training Center, Mogappair, Chennai
- Green Valley Central School, Mogappair West, Chennai

### **The Objectives of the TRUST in general are:**

To establish, fund, organize, start, promote, construct, maintain, run, develop educational institutions like Preschools, Primary, Middle, High and Higher Secondary schools, Community colleges, Training centres, Balwadis, Research Institutions, Cultural, Art, Technical or Vocational Training Institutions, Hostels, etc., for students, without distinction of caste, creed or religion.

To promote emotional, cultural, spiritual and scientific progress of all.

**Dr. Daisy Dharmaraj M.D (CMC Vellore)**

Founder Patron

**Dr. Jacob Dharmaraj, Ph.D.**

Chairman & Managing Trustee

**Dr. Angeline Dharmaraj M.Sc. (U.K.), M Phil, Ph.D. (U.K)**

Hon. Director

**Ms. Licy John M.Sc., B.Ed., MLIS**

Principal

### **Advisory Committee Members**

1. **Mr. Inbaraj** - Advocate

2. **Dr. P. Emmanuel Raj Premchand**

M.A.,M.A.,M.Sc.,M.Sc.,MED., MBA., DSM.,  
P.G.D.P.M., Dip in Geog.,M.Phil., D.D.,Ph.D.

## NATIONAL ANTHEM

*Jana gana mana adhinayaka jaya he  
Bharata bhagya vidhata  
Punjaba Sindhu Gujarata Maratha  
Dravida Utkala Banga  
Vindhya Himachala Yamuna Ganga  
Uchchala jaladhi taranga  
Tava Shubha name jage,  
Tava Shubha asisa mage,  
Gahe tava jaya gatha  
Jana gana mangala dayaka jayahe  
Bharata bhagya Vidhata  
Jaya he, Jaya he, Jaya he  
Jaya Jaya Jaya, Jaya he!*



## 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 all elders respect  
And treat everyone with courtesy.  
To my country and my people,  
I pledge my devotion.  
In their wellbeing and prosperity  
alone lies my happiness”*

## தமிழ்தாய் வாழ்த்து

நீராருங் கடலுடுத்த நிலமடந்தைக் கெழிலொழுகும்  
*Neeraarum kadaluduththa nilamadandhai kezhilolugum*

சீராரும் வதனமெனத் திகழ்பரதக் கண்டமிதில்  
*Seeraarum vadhanamena thihazh baradha kandamidhil*

தெக்கணமும் அதிற்சிறந்த திராவிடர்நல் திருநாடும்  
*Thekkanamum adhil chirandha Dravida nal thiru naadum*

தக்கசிறு பிறைநுதலும் தரித்தநறுந் திலகமுமே  
*Thakkasiru pirai nudhalum thari thanarum thilagamume*

அத்திலக வாசனைபோல் அனைத்துலகும் இன்பமுற  
*Aththilaga vaasanai pol anaithulagum inbamura*

எத்திசையும் புகழ்மணக்க இருந்தபெருந் தமிழணங்கே!  
தமிழணங்கே!  
*Yeththisayum puhazh manakka irundha perum Thamizhanange*  
*Thamizhanange*

உன் சீரிளமைத் திறம்வியந்து  
செயல்மறந்து வாழ்த்துதுமே!  
வாழ்த்துதுமே!!  
வாழ்த்துதுமே!!!

*Vun seerilamai thiram viyandhu*  
*seyal marandhu Vazhthudhume*  
*Vazhthudhume!*  
*Vazhthudhume!*



## FLAG SONG

தாயின் மணிக்கொடி பாரீர் -அதைத்  
தாழ்ந்து பணிந்து புகழ்ந்திட வாரீர்

ஓங்கி வளர்ந்ததோர் கம்பம் -அதன்  
உச்சியின் மேல் வந்தே மாதர மென்றே  
பாங்கி னேழுதித் திகழும் -செய்ய  
பட்டொளி வீசிப் பறந்தது பாரிர்!

## SCHOOL PRAYER

Dear God,

Be with me throughout the day.

Guide me, in all I do and say

At home, at school, at work and at play.

Help me to love you Lord and love others.

Take me safely home in the evening

Thank you God for everything.

Amen

## EXAMINATION PRAYER

Oh God! The Giver of Wisdom, grant us  
the grace to remember all that we have learnt.

Give us the strength to write and the will to  
perform well in all our exams.

We pray for Your choicest blessings to be  
showered upon us. We ask all these in Your  
precious name.

## **SCHOOL PRAYER SONG**

All things bright and beautiful,  
All creatures great and small,  
All things wise and wonderful,  
The Lord God made them all

Each little flower that opens,  
Each little bird that sings,  
He made their glowing colours,  
He made their tiny wings

He gave us eyes to see them,  
And lips that we might tell,  
How great is God Almighty,  
Who hath done all things well

- All things

## **PRAYER FOR SPECIAL OCCASIONS**

### **BEFORE COMPETITIONS**

Gracious Lord,

We thank you for this opportunity to represent our school  
in the competition today.

Bless us with wisdom and strength to perform well and  
bring victory to our banner.

Enlighten us that we may give a fair and qualitative performance.

Be with us throughout this day. Amen

## **BEFORE A FIELD TRIP**

Precious Lord,  
Thank you for this day  
Help us make the trip enjoyable and memorable  
Take us safely wherever we go  
Give us the strength to undertake the trip  
We pray for our safety, guidance and comfort  
Throughout the entire journey to and fro  
We ask all these in your precious name. Amen

## **AFTER A FIELD TRIP**

Dear Lord,  
Thank you for your guiding presence throughout our trip.  
Thank you for all the fun, learning and memorable moments.  
Thank you for good health and safety bestowed on us.  
Bless those who looked after us  
O God, Thank you for our safe return. Amen

## **CLASSROOM PRAYERS**

### **AT THE COMMENCEMENT OF MORNING SESSION**

Almighty God! Give me your light and blessings.  
Help me to apply my mind to my studies that  
I may understand and remember what I learn.  
Give me courage to work well and fulfill my duty.  
Let my work be worthy of you my Lord. Amen

## **PRAYER BEFORE MEALS**

Thank you God for the world so sweet.  
Thank you God for the food we eat.  
Thank you God for the birds that sing.  
Thank you God for everything. Amen

## **AT THE COMMENCEMENT OF AFTERNOON SESSION**

Thank you God, for all that school means to me  
For all the things I can explore and find out with my mind.

Thank you God, for all the friends that I make.

Thank you God, for all the fun, the games we play.

O Lord, Bless our school, that by

Working together and playing together

We may learn to serve you and to serve one another. Amen.

## **AT THE CLOSE OF THE AFTERNOON SESSION**

Heavenly Father, I offer You my work and endeavors

My failures and successes. Bless us we pray. Amen

Forgive me my shortcomings and give me

The grace to follow always the path of truth.

I thank you for the good gifts.

Dear Lord, watch over me always, bless and help me. Amen

## **INTRODUCTION TO GREEN VALLEY**

This school was established in the year 1992 by the professional couple Dr. Jacob Dharmaraj & Dr. Daisy Dharmaraj who were long involved in international development and action research in Asia, Europe, and Africa.

The Green Valley Central School is a Co-educational School recognized by the CBSE (CBSE Affiliation Number 1931423), and it is also an ISO Certified institution. It caters to 2½ years to 18 years children of Grades Pre-KG to XII.

## **LOCATION**

Green Valley Central School is located in the beautiful residential locality of Mogappair West. The area itself is a picturesque little place, away from the frenetic din of the city though close to the busy highway.

## **ADMINISTRATION**

The administration of Green Valley Central School is vested on an autonomous Board of Governing Body under the chairmanship of the Founder Patron and Managing Trustee of the Green Valley Educational Trust, Chennai.

In addition, the school is administrated by the Principal and Coordinators who deal with the day-to-day administration of the school and ensure that the general policy laid down by the Governing body is implemented.

## **OUR VISION AND MISSION**

The school aims to provide modern all round education with special emphasis on moral and ethical instruction as well as physical education, nurturing character building, tolerance and cooperation, striving for excellence in every field of endeavors for students of all faith, communities and nationalities.

To provide maximum opportunities to encourage initiative self-reliance and leadership qualities of students, to be responsible citizens, who will be able to think creatively, reason critically, communicate effectively and develop their potential.

**MOTTO - Arise and Shine**

**Excellence in Education &  
Good Citizenship**

**Educate and Illuminate**

## SCHOOL CURRICULUM

The School provides the Curriculum of learning as prescribed by CBSE with full-fledged application-oriented enhanced learning to compete with the challenges in today's competitive world.

The Medium of instruction and the first language is English.

### Grade I to IV

Second Language is Tamil

### Grade V to VIII

Second Language is Tamil

Third Languages - Hindi / French

### Grade IX to X

Second Language is Tamil

### **Pre-Primary (LKG & UKG)    Primary (Class I to V)**

- |                       |   |
|-----------------------|---|
| • Literacy            | • English   |
| • Numeracy            | • Mathematics   |
| • General Awareness   | • Environmental Science                                     |
| • II Language - Tamil | • II Language: Tamil  |
| • Music               | • III Language : Hindi/<br>French (for Grade V)             |
| • Art & Craft         | • Information Technology/Coding/<br>Artificial Intelligence |
| • Physical Education  | • General Knowledge   |
| • Library             | • Value Education   |
|                       | • Art & Craft   |
|                       | • Music   |
|                       | • Physical Education  |
|                       | • Library   |

# SCHOOL CURRICULUM

## MIDDLE SCHOOL (GRADES VI TO VIII)

- ❖ English
- ❖ Mathematics
- ❖ General Science
- ❖ Social Science
- ❖ Second Language -Tamil
- ❖ Third Language-Hindi/French
- ❖ Artificial Intelligence/Information Technology/Coding
- ❖ General Knowledge
- ❖ Value Education
- ❖ Physical Education
- ❖ Art & Craft
- ❖ Library
- ❖ Music

## SECONDARY SCHOOL (GRADES IX & X)

- ❖ English
- ❖ Second Language-Tamil
- ❖ Mathematics
- ❖ Physics, Chemistry & Biology
- ❖ Social Science
- ❖ Data Science
- ❖ Physical Education
- ❖ Music
- ❖ Art & Craft
- ❖ Library
- ❖ SEWA

## SENIOR SECONDARY SCHOOL (CLASS XI & XII)

### Science Stream:

#### Group 1

English, Physics, Chemistry, Biology, Mathematics & Data Science

#### Group 2

English, Physics, Chemistry, Biology, Mathematics & Artificial Intelligence

#### Group 3

English, Physics, Chemistry, Biology, Mathematics & Information Technology

### Pure Science

#### Group 4

English, Physics, Chemistry, Biology, Computer Science & Health Care

## **Computer Science**

### **Group 5**

English, Physics, Chemistry, Computer Science, Mathematics & Banking

### **Commerce Stream:**

### **Group 6**

English, Business Studies, Accountancy, Economics, Applied Mathematics & Data Science

### **Group 7**

English, Business Studies, Accountancy, Economics, Applied Mathematics & Artificial Intelligence

### **Group 8**

English, Business Studies, Accountancy, Economics, Applied Mathematics & Information Technology

### **Group 9**

English, Business Studies, Accountancy, Economics, Computer Science & Banking

SEWA

## **PATTERN OF ASSESSMENT**

The Academic year is divided into two Terms.

### **STD I TO VIII**

Term I	April to September
Term II	October to March

## **HOUSE SYSTEM**

All students are divided into four houses.

<b>House</b>	<b>Symbol</b>	<b>Colour</b>
Aravalli	Deer	Green
Nilgris	Elephant	Blue
Satpura	Tiger	Yellow
Vindhya	Lion	Red

Each house has a Housemaster, Housemistress, House Captain & Vice Captain. All school academics, sports and cultural activities are organized on the basis of the House system. The best house is awarded the Rolling Trophy on the Annual day.



## SCHOOL & BELL TIMINGS

PRE -PRIMARY WING	
TIME	
NURSERY	8.50 a.m. – 12.00 p.m.
PRE-PRIMARY I	8.50 a.m. – 03.00 p.m.
PRE-PRIMARY II	8.50 a.m. – 03.00 p.m.
PRIMARY WING	
Timing	Period
08.20 a.m.	Reporting time
08.20 a.m. - 08.40 a.m	Settling down time
08.40 a.m. - 09.00 a.m	Assembly time
09.00 a.m. - 09.40 a.m	1st Period
09.40 a.m. - 10.20 a.m	2nd Period
10.20 a.m. - 10.30 a.m	Short Break/Water Break
10.30 a.m.- 11.10 a.m	3rd Period
11.10 a.m.- 11.50 a.m	4th Period
11.50 a.m.- 12.30 p.m	5th Period
12.30 p.m.- 01.00 p.m	Lunch Break
01.00 p.m.- 01.40 p.m	6th Period
01.40 p.m.- 02.20 p.m	7th Period
02.20 p.m.- 02.30 p.m	Short Break
02.30 p.m.- 03.10 p.m	8th Period
03.10 p.m.- 03.50 p.m	9th Period
04.00 p.m	Dispersal
MIDDLE SCHOOL, SECONDARY & SENIOR SECONDARY WING	
02.20 p.m.- 02.30 p.m	Short Break/Water Break
02.30 p.m. - 03.10 p.m	9th Period
03.10 p.m. - 03.50 p.m	Class Teacher's period
04.00 p.m.	Dispersal

## **UNIFORM**

### **PRE-PRIMARY: (Mon, Tues, Thurs, Fri)**

Blue shorts & checked shirt

**Boys :** Navy Blue socks with blue stripes, Black Shoes.

**Girls :** Blue checked dress

**Girls :** Navy Blue socks with blue stripes, Black Shoes and  
Black Elastic Hair Band

### **Grades I to VIII (Mon, Tues, Thurs, Fri, Sat)**

Navy blue checked half sleeved shirt with Grey half pants, belt,

**Boys :** Navy blue socks and Black shoes.

**Girls :** Navy blue checked pinafore with peach colour half sleeved  
shirts, Navy Blue socks, Black shoes, belt,  
Black hairband

### **Grades IX to XII (Mon, Tues, Thurs, Fri, Sat)**

Navy blue checked half sleeved shirt with grey full pants, belt

**Boys :** Navy blue socks and Black shoes.

**Girls :** Peach colour half-sleeved shirts, Grey full pants,  
Navy blue checked waist coat,  
Navy blue socks, Black shoes, black hair band.

### **All Wednesdays - House uniform**

**LKG to XII Girls:** House T-shirts, white half skirts with box pleats,  
White socks, white canvas shoes, white hair band.

**LKG to XII Boys:** House T-shirts, white half/ full pants,  
white socks, white canvas shoes.

All Mondays - Student Council Uniform for Council Members

## **SCHOOL FACILITIES**

### **LIBRARY**

- \* The school has a well-established Library with valuable books covering all subjects of study and reference.
- \* Library will be open from 9.00 a.m. to 4.00 p.m.
- \* Students are taken to the library class wise during their library periods.
- \* Students shall be responsible for any damage done to the books. They shall replace the book or pay the value in rupees thereof.
- \* Silence must be strictly observed in the library.
- \* Books will be issued on days assigned to each class.
- \* Students cannot keep a book for more than a week.
- \* Students shall return all the books two weeks before exams.

### **SCHOOL CANTEEN**

The School canteen provides clean and healthy snacks, tea and soft drinks at reasonable prices.

### **SMART BOARD**

The school provides smart boards in the classrooms. These promote e-learning in classrooms; supplement classroom learning; transform difficult subjects into interesting ones. It makes learning an enjoyable experience by improving teacher's effectiveness and thereby the academic performance of students.

### **SCIENCE LABORATORIES**

The school has adequately equipped, well-ventilated separate science laboratories with spacious seating arrangements for Physics, Chemistry, Biology, Maths and Computer Science. This enables the students to get a first-hand knowledge of the subjects in a scientific atmosphere.

Routine practical classes are conducted in the respective labs for Grade IX to XII. Grade VI to VIII students are taken to the labs periodically. The apparatus/chemicals/specimens are periodically mobilized to classrooms to familiarize the students with them.

In case of damage or breakage of apparatus/equipment by students, the cost will be estimated and collected from the student for replacement.

### **EDUCATIONAL TRIPS & TOURS**

To enhance learning imparted through classroom teaching, students are taken for Educational Trips & Tours to selected places. This enhances scientific temperament, historical awareness, real-world exposure, bonding and learning through experience in students.

### **CAREER GUIDANCE CELL**

The Career Guidance Cell provides useful information to the students of Grades IX to XII through external resource people on areas like:

- \* Facilities of Higher Education in India and abroad and availability of scholarships.
- \* Various competitive and entrance examinations and methods of preparation.
- \* Exposure to a wide variety of career paths, courses and new subjects and institutions offering them.

### **PRE-PRIMARY ACTIVITY ROOM**

“Small opportunities are often the beginning of great experiences.” The Kindergarteners are given conscious progressive training by tapping the knowledge of their inquisitive minds through a colourful interesting ambience

### **BOOK STORE**

Textbooks, notebooks, Reprography, uniform material, shoes, etc., are made available through the school bookstore which is kept open from 09.00 a.m. to 04.00 p.m.

### **COACHING CLASSES**

The school conducts coaching classes for students who need them, subject wise, after school hours i.e., between 4.00 – 5.00 p.m. Parents are informed about these classes and attendance is compulsory. If the students improve after these coaching classes, they may be relieved from these classes in the next term if they wish to.

### **MEDICAL EXAMINATION**

All the students will undergo Medical Examination by Government Medical practitioners and the Medical Report will be sent to the parents for follow-up action. General and Eye checkups are done.

## **PARENT - MENTOR INTERACTION**

Parent - Mentor Interactions are held 5 to 7 times in an academic year for all parents/guardians to meet the Principal/Coordinators/Class Teacher and Subject Teachers. The dates will be mentioned in the handbook. These sessions would facilitate parents to know about their wards' academic and non-academic performance and general behaviour in the school.

## **COMMUNICATION WITH PARENTS**

The school will send Whatsapp messages to parents notifying school updates, holiday information, student's academic progress, PMI meetings, school function invitation etc. We request all parents to check the Whatsapp messages sent by Green Valley School.

## **FACEBOOK & WEBSITE**

Green Valley Central School has launched its website which allows access to everyone, including students, staff, parents, and well wishers. Visit our website: [www.greenvalleyschoolchennai.com](http://www.greenvalleyschoolchennai.com)  
Facebook account: @greenvalleychennai updates you with all happenings at the campus.

## **SCHOOL ASSEMBLY**

Assembly is conducted in the morning to inculcate self-discipline, moral values and Godliness; to bring out talents and build confidence. The assembly contributes to the spiritual understanding and social education of the students and fulfills an important role in creating the sense of school family as well as the rights and responsibilities of its members. Students from Grade I to XII participate in the assembly as a leadership building exercise.

## **SPORTS**

The School imparts wholesome training to children in the field of sports. The grounds within the campus are impressive, vast and well equipped to host a number of games including Tennis, Table Tennis, Skating, Basket Ball, Cricket, Tennikoit, Kho-Kho, Volleyball, Archery, Silambam, Karate, Gymnastics and Throw Ball. The emphasis is on physical fitness, team building and relaxation for students. Talents and skills are encouraged through competitions and achievements are always appreciated.

### **IDENTITY CARD**

An individual laminated Identification card with student's photo affixed will be issued to each student at the start of the academic year. This has to be worn daily.

### **SUMMER INTERSHIP**

Green Valley offers Summer Internship Programs with leading institutions to grade XI and XII student to give hands-on experience and prepare them for the industry.

### **JEE & NEET COACHING**

The school offers JEE& NEET Foundational & main coaching starting from grade VIII to grade XII students.

### **LOST & FOUND CORNER**

Belongings of the students like books, stationery, spectacles, foot wear, etc., left unclaimed or unidentified should be deposited at the "Lost and found Corner" in the Physical - Education Room. The loser can identify and claim it by paying the necessary fine. The School and the management do not accept responsibility for any loss of money or damage to personal property by theft, fire or any other cause.

### **ADMISSION**

Prospectus and application for admission can be obtained from the school office on payment of Rs. 250/- for Pre-KG to VIII; Rs. 400/- for IX to XII. The duly filled-in application form should reach the school office within the stipulated time.

### **WITHDRAWALS**

Withdrawals of students are not permitted during the course of a term. If however, a student is to be withdrawn, the entire fees of the term should be paid.

## **RULES & REGULATIONS**

### **TRANSFER CERTIFICATE**

Parents who wish to get Transfer Certificates for their ward from Green Valley have to submit their requisition letters on or before 15th February. T.C. will be issued on 30th April on payment of fee arrears (if any) and submission of a No-Due letter given by the cashier. T.C requests made after 25th February will necessitate payment of school fee for one term. T.C. for such requests will be issued after the publishing of results. Transfer certificate will be given only to those students who have no arrears of fee and other payments.

### **CHANGE OF ADDRESS**

Any change of address or phone number should be communicated to the school office and Class teacher without delay. A record of address of the parents/ guardians is maintained in the school office.

### **HOMEWORK / ASSIGNMENT POLICY**

Homework for students will be an integral part of the curriculum and planned by the teachers to closely correlate with classroom curriculum development. Parents should feel that they are part of the home study development program. Homework helps to develop student responsibility and confidence to complete assignments independently. Homework done by copying answers from other students and receiving excessive help from parents or tutors will come under the attention of the Coordinators.

### **ATTENDANCE**

It is very important that the child attends school regularly. A minimum of 75 % attendance is required for promotion. When a student is ill or needs to be away for some important reason, send a leave letter to the child's teacher and also endorse in the hand book. Attendance is monitored carefully and it is essential that the school knows if an absence is authorized or unauthorized. Continued absence of 7 days or more without submission of Leave letter will result in removal of the pupil's name from the school rolls. Leave application must be submitted in the format given.

## **RULES & REGULATIONS**

### **MAINTAINENCE AND CORRECTION OF NOTE BOOKS**

- Text books and note books have to be covered, labeled and maintained properly.
- The same should be brought to the class for the periods concerned.
- Note books should be submitted to teachers for correction periodically.
- Students from IV class onwards. are expected to use only blue ink pen
- Ball point pen should not be used.

### **UNIFORM INSPECTION**

- Students will be checked on entry into school for proper and neat uniform for the day.
- Names of Students reporting in wrong, improper or incomplete uniform will be entered in the Uniform Defaulters Register and in their hand book which will be signed and acknowledged by the PT staff and the parent.
- Uniforms should always be checked for 'buttons'. Safety pins should not be used. Short hair-cut for boys is required.
- Pleat-less, tight, pencil fit and low hip pants are not allowed.
- Students submitting, application forms of any kind with their photographs for attestation by the Principal, should submit photographs taken with the school uniform only.

*\*The Correct Colour Shade \*Proper Maintenance Of Uniform  
\*Right Fitting \*Foot Wear Are Always Insisted upon.*

### **SCHOOL FEE & COLLECTION**

- Each bonafide student has to pay the annual fee, book fee and school fee for the current academic year.
- The term I fee and book fees should be paid on or before 25th March.
- The school fees may be paid for the whole year or in the beginning of each term.



## GUIDELINES TO STUDENTS

- Greet your teachers respectfully and speak politely.
- Have cordial relationship with all classmates and school mates.
- Talk politely to everyone everywhere. Use phrases like ‘Please’, ‘Thank you’.
- Wait for people to finish speaking before joining in their conversation.
- Respect other people’s belongings and treat them with care.
- Be ready to open doors to elders and help carry things.
- Walk on the left side especially on the stairs and ramp.
- Practice good table manners while eating.
- Eat healthy and nutritious food. Avoid junk food.
- Carry clean drinking water in bottles from house for self-use.
- Learn to be obedient, hardworking and honest all the time.
- Avoid distracting others from concentrating on their work.
- Develop reading habit, gardening, and some art and Craft.
- Switch off fans and lights while going out of the room.
- Ensure cleanliness of your class, school and home. Do not litter. Use dustbins.
- Regularity and punctuality in work and attendance are essential.
- Maintain personal hygiene and cleanliness.
- Hair should be well combed and nails should be trimmed regularly.
- Adhere to traffic rules.
- Do not run on corridors or on the ground while going to canteen/ washroom.
- Go in a queue while walking on the corridor and staircase.
- During class hours, no one shall move from their place or go out of the class without permission.
- The official language for communication inside the school campus is ENGLISH.
- Students must communicate with one another in English

- In case of sickness / ailment, inform the Class Teacher.
- Carry a raincoat / an umbrella during rainy season.
- Park your cycles in proper order at school.
- During the assembly, sing the school song, flag song and national anthem, loud and clear.
- Write neatly and legibly.
- Usage of foul language and impolite behavior (destroying things, verbal disrespect, fighting) will be severely dealt with
- Storybooks, crackers, calculators, cell phones, electronic gadgets, play things and games etc. are not permitted in school.
- Regular late coming, frequent absence, negligence in wearing uniforms, carelessness in studies will be viewed seriously.
- Students will be fined for damaging school property like – Smart board, chairs, benches and desks including scribbling on the desk or walls
- Students indulging in malpractice in the examination will be given 'Zero' in the test. Disciplinary action will be taken against them.
- Do not lend or borrow books to each other without Teacher's consent.
- Do not visit any fast food shop, fancy shop or internet centre en-route to your house/school.
- Be sportive and accept any correction made by your Teachers / Parents.
- Be proud of your school Green Valley- Arise & Shine

## **GUIDELINES TO PARENTS**

- The parent should ensure a conducive atmosphere at home for the child's academic pursuit.
- Spend time with your ward and listen to what they speak.
- Update yourself regularly with your ward's classroom progress, performance & peer group influence.
- Maintain a friendly relationship with your children that they trust and have confidence in you.
- If sick, do not send your child to school until completely cured.
- Ensure your ward completes the homework and learns during his/her study time.
- Attend Parents Teachers Meeting regularly and sign the report card.
- Restrict your wards using TV or mobile.
- Parents should read letters sent by the school and respond to the request/information.
- For students from Primary classes, please inform school/ class teacher who will collect your ward. If you are sending some other person please send a note or telephone us.
- Parents entering the school campus should wear formal clothing only.
- Parents are requested to monitor the Almanac daily.
- Discourage your ward from visiting friends unnecessarily.
- Do not compare the academic performance of your ward with others and discourage them.

**EXAM TIME TABLE 2024 -25**  
**TERM - I**  
**PERIODIC TEST - I**

Date	Day	SUBJECT	PORTIONS	Marks

**Parent’s Sign**

**PERIODIC TEST - II**

Date	Day	SUBJECT	PORTIONS	Marks

**Parent’s Sign**

## HALF-YEARLY EXAMINATION

[illegible]

### Parent's Sign

**EXAM TIME TABLE 2024 -25**  
**TERM - II**  
**PERIODIC TEST - III**

Date	Day	SUBJECT	PORTIONS	Marks

**Parent’s Sign**

**PERIODIC TEST - IV**

Date	Day	SUBJECT	PORTIONS	Marks

**Parent’s Sign**

ANNUAL EXAMINATION

Date	Day	SUBJECT	PORTIONS	Marks

Parent’s Sign

## SCHOOL FEE PAYMENT RECORD

[illegible]



## LATE ATTENDANCE

Name:

[illegible]

## PARTICIPATION IN SCHOOL FUNCTIONS

[illegible]

## ATTENDANCE RECORD

**Name:** ..... **Class:** .....

<b>Month</b>	<b>No. of Working Days</b>	<b>No. of days present</b>	<b>No. of days absent</b>	<b>Teacher's Sign</b>	<b>Parent's sign</b>
<b>APR</b>					
<b>JUNE</b>					
<b>JULY</b>					
<b>AUG</b>					
<b>SEPT</b>					
<b>OCT</b>					
<b>NOV</b>					
<b>DEC</b>					
<b>JAN</b>					
<b>FEB</b>					
<b>MAR</b>					
<b>TOTAL</b>					

## LIBRARY READING RECORD

**Name:** ..... **Class:** .....

[illegible]

## MEDICAL EXAMINATION

<b>Name of the Student</b>	
<b>Class &amp; Sec</b>	
<b>Age as on (                      )</b>	
<b>Height in cms</b>	
<b>Weight in cms</b>	
<b>BMI</b>	
<b>DOCTOR'S OBSERVATION</b>	
<b>General</b>	
<b>ENT</b>	
<b>Teeth</b>	
<b>Vision</b>	
<b>Skin</b>	
<b>CVS/ RS/Abd</b>	

**Doctor's Advice/ Remarks, if any**

**NOTE TO PARENTS**

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**NOTE TO PARENTS**

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**HOME ASSIGNMENT**

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## CALENDAR 2024 - 2025

DATE	DAY	EVENTS - APRIL 2024
1	Mon	New Academic Year Begins
2	Tue	
3	Wed	
4	Thu	
5	Fri	Staff Meeting
6	Sat	
7	Sun	
8	Mon	
9	Tue	Telugu New Year
10	Wed	
11	Thu	Ramzan
12	Fri	
13	Sat	
14	Sun	Tamil New Year
15	Mon	
16	Tue	
17	Wed	
18	Thu	
19	Fri	
20	Sat	
21	Sun	Mahaveer Jayanthi
22	Mon	Summer Camp Begins
	Tue	
24	Wed	
25	Thu	
26	Fri	
27	Sat	
28	Sun	
29	Mon	
30	Tue	

DATE	DAY	EVENTS - MAY 2024
1	Wed	Labour Day
2	Thu	
3	Fri	
4	Sat	
5	Sun	
6	Mon	Summer Camp Finale
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	
12	Sun	
13	Mon	
14	Tue	
15	Wed	
16	Thu	
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	
23	Thu	
24	Fri	
25	Sat	
26	Sun	
27	Mon	
28	Tue	
29	Wed	
30	Thu	
31	Fri	

DATE	DAY	EVENTS - JUNE 2024
1	Sat	Founder's Day Cognizance Day -1
2	Sun	
3	Mon	Cognizance Day -2
4	Tue	Cognizance Day -3
5	Wed	Cognizance Day -4 Finale
6	Thu	Staff Trip
7	Fri	
8	Sat	
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thu	
14	Fri	D.E.A.R Time
15	Sat	
16	Sun	
17	Mon	Bakrid
18	Tue	
19	Wed	Literary Week - Grade I to XII
20	Thu	Literary Week - Day 2
21	Fri	Literary Week - Meet and Greet the Author
22	Sat	
23	Sun	
24	Mon	
25	Tue	
26	Wed	Election Campaign in the assembly
27	Thu	
28	Fri	Democratic Stimulation Day & Staff Meeting
29	Sat	I Parent-Mentor Interaction
30	Sun	

DATE	DAY	EVENTS - JULY 2024
1	Mon	Periodic Test I Begins
2	Tue	
3	Wed	
4	Thu	
5	Fri	
6	Sat	
7	Sun	
8	Mon	
9	Tue	
10	Wed	Investiture Ceremony
11	Thu	
12	Fri	
13	Sat	
14	Sun	
15	Mon	Magnum Opus 2024-2025 Inter-School Competition-Day1
16	Tue	Magnum Opus - Day2
17	Wed	Muharram
18	Thu	Magnum Opus Finale-Sports Meet
19	Fri	
20	Sat	Pre-Primary Theme Presentation
21	Sun	
22	Mon	
23	Tue	
24	Wed	
25	Thu	
26	Fri	Staff Meeting
27	Sat	II Parent-Mentor Interaction
28	Sun	
29	Mon	
30	Tue	
31	Wed	

DATE	DAY	EVENTS - AUGUST 2024
1	Thu	
2	Fri	Goodwill Day
3	Sat	
4	Sun	
5	Mon	Periodic Test II Begins
6	Tue	
7	Wed	
8	Thu	
9	Fri	
10	Sat	
11	Sun	
12	Mon	
13	Tue	
14	Wed	
15	Thu	Independence Day
16	Fri	
17	Sat	III Parent-Mentor Interaction
18	Sun	
19	Mon	
20	Tue	
21	Wed	
22	Thu	
23	Fri	Term I Syllabus Completion
24	Sat	Academic Inspection
25	Sun	
26	Mon	Krishna Jayanthi
27	Tue	Academic Inspection
28	Wed	Term I Revision Begins
29	Thu	
30	Fri	Staff Meeting
31	Sat	



DATE	DAY	EVENTS - SEPTEMBER 2024
1	Sun	
2	Mon	
3	Tue	
4	Wed	
5	Thu	
6	Fri	Pre-Primary Theme Presentation
7	Sat	<b>Ganesh Chathurthi</b>
8	Sun	
9	Mon	Term I / Half-Yearly Examination Begins
10	Tue	
11	Wed	
12	Thu	
13	Fri	
14	Sat	
15	Sun	
16	Mon	<b>Milad-un-nabi</b>
17	Tue	
18	Wed	
19	Thu	
20	Fri	
21	Sat	
22	Sun	
23	Mon	
24	Tue	
25	Wed	
26	Thu	
27	Fri	
28	Sat	
29	Sun	
30	Mon	

DATE	DAY	EVENTS - OCTOBER 2024
1	Tue	
2	Wed	Gandhi Jayanthi - Term I Break Begins
3	Thu	
4	Fri	
5	Sat	
6	Sun	
7	Mon	
8	Tue	
9	Wed	
10	Thu	
11	Fri	
12	Sat	Vijayadasami
13	Sun	
14	Mon	Term II Begins
15	Tue	
16	Wed	
17	Thu	
18	Fri	Staff Meeting
19	Sat	IV Parent-Mentor Interaction & Report card Distribution
20	Sun	
21	Mon	
22	Tue	
23	Wed	
24	Thu	
25	Fri	
26	Sat	Annual Day
27	Sun	
28	Mon	
29	Tue	
30	Wed	Safe Diwali Demonstration
31	Thu	Diwali Celebrations & Carnival

DATE	DAY	EVENTS - NOVEMBER 2024
1	Fri	
2	Sat	
3	Sun	
4	Mon	
5	Tue	
6	Wed	
7	Thu	
8	Fri	
9	Sat	
10	Sun	
11	Mon	
12	Tue	
13	Wed	
14	Thu	
15	Fri	
16	Sat	
17	Sun	
18	Mon	
19	Tue	
20	Wed	
21	Thu	
22	Fri	Staff Meeting
23	Sat	V Parent-Mentor Interaction
24	Sun	
25	Mon	
26	Tue	
27	Wed	
28	Thu	
29	Fri	
30	Sat	

DATE	DAY	EVENTS - DECEMBER 2024
1	Sun	
2	Mon	Christmas Decoration
3	Tue	
4	Wed	Periodic Test III Begins/Pre-Board I
5	Thu	
6	Fri	
7	Sat	
8	Sun	
9	Mon	
10	Tue	
11	Wed	
12	Thu	
13	Fri	
14	Sat	
15	Sun	
16	Mon	
17	Tue	
18	Wed	
19	Thu	Competition
20	Fri	Christmas Celebrations & Carnival
21	Sat	Carol Rounds & Carnival
22	Sun	
23	Mon	
24	Tue	
25	Wed	Christmas
26	Thu	
27	Fri	
28	Sat	
29	Sun	
30	Mon	
31	Tue	

DATE	DAY	EVENTS - JANUARY 2025
1	Wed	New Year's Day
2	Thu	
3	Fri	Periodic Test IV/Pre -Board II Begins
4	Sat	
	Sun	
6	Mon	
7	Tue	
8	Wed	
9	Thu	
10	Fri	
11	Sat	
12	Sun	
13	Mon	
14	Tue	Pongal Holiday
15	Wed	Pongal Holiday
16	Thu	Pongal Holiday
17	Fri	
18	Sat	
19	Sun	
20	Mon	
21	Tue	
22	Wed	Pre -Board III Begins
23	Thu	
24	Fri	Staff Meeting
25	Sat	VI Parent - Mentor Interaction
26	Sun	Republic Day
27	Mon	
28	Tue	
29	Wed	
30	Thu	Coder's Quest-Day1
31	Fri	Coder's Quest Finale

DATE	DAY	EVENTS - FEBRUARY 2025
1	Sat	
2	Sun	
3	Mon	
4	Tue	
5	Wed	Farewell to Grade XII
6	Thu	Covenant Service
7	Fri	Term II Syllabus Completion & Staff Meeting
8	Sat	
9	Sun	
10	Mon	Academic Inspection
11	Tue	Academic Inspection
12	Wed	Revision for Term II/ Annual Examination Begins
13	Thu	
14	Fri	
15	Sat	
16	Sun	
17	Mon	
18	Tue	
19	Wed	
20	Thu	
21	Fri	
22	Sat	
23	Sun	
24	Mon	
25	Tue	
26	Wed	
27	Thu	
28	Fri	

DATE	DAY	EVENTS - MARCH 2025
1	Sat	
2	Sun	
3	Mon	
4	Tue	
5	Wed	Term II/Annual Examination Begins
6	Thu	
7	Fri	
8	Sat	Women's Day
9	Sun	
10	Mon	
11	Tue	
12	Wed	
13	Thu	
14	Fri	
15	Sat	
16	Sun	
17	Mon	
18	Tue	
19	Wed	Pre - Primary Graduation Day
20	Thu	
21	Fri	Staff Meeting
22	Sat	VII Parent - Mentor Interaction and Report Card Distribution
23	Sun	
24	Mon	Book Sale
25	Tue	Book Sale
26	Wed	Book Sale
27	Thu	
28	Fri	
29	Sat	
30	Sun	Telugu New Year
31	Mon	Idul Fitr

DATE	DAY	EVENTS - APRIL 2025
1	Tue	
2	Wed	New Academic Year Begins
3	Thu	
4	Fri	
5	Sat	
6	Sun	
7	Mon	
8	Tue	
9	Wed	
10	Thu	Mahaveer Jayanthi
11	Fri	
12	Sat	
13	Sun	
14	Mon	Tamil New Year
15	Tue	
16	Wed	
17	Thu	
18	Fri	Good Friday
19	Sat	Easter
20	Sun	Summer Camp Begins
21	Mon	
22	Tue	
23	Wed	
24	Thu	
25	Fri	
26	Sat	
27	Sun	
28	Mon	
29	Tue	
30	Wed	



## SCHOOL SONG

### Song 1

Green Valley Our Patron  
Guide and Protector  
Shield us through life's long way.  
Following our Motto  
"Arise shine" (2)  
Green Valley Motto.

*Higher and still Higher  
We 'll climb on together  
In Faith, Hope and Charity  
Hard work, in unity  
Now and Forever more  
As we journey in life  
"Arise Shine" (2)  
Green Valley Motto.*

Every bud that blossoms here  
Sing in praise together  
The song sings with pride and joy  
That we are from Green Valley  
Molded in every way  
As we journey in life  
"Arise Shine" (2)  
Green Valley Motto.

### Song 2

Abba, Father, Let me be yours and yours alone  
May be will forever be evermore your own  
Never let my heart grow cold never let me go  
Abba, father, Let me be yours and yours alone.

### Song 3

Be careful little eyes what you see  
There's saviour up above  
Looking down at you with love  
So be careful little eyes what you see

### Song 4

Blessed be the name of the lord (3) most high  
The name of the Lord is

A strong tower (2)  
The righteous run into it  
And they are saved.

### **Song 5**

Bind us together Lord, bind us together  
With cords that cannot be broken;  
Bind us together Lord, bind us together  
Bind us together with Love.  
There is only one God; There is only one king;  
There is only one Body; that is why we sing  
Bind us together.....

### **Song 6**

Give me oil in my lamp, keep me burning.  
Give me oil in my lamp, I pray.  
Give me oil in my lamp, keep me burning.  
Keep me burning till the break of day.

Sing hosanna, sing hosanna,  
sing hosanna to the King of kings!  
Sing hosanna, sing hosanna,  
sing hosanna to the King

Give me joy in my heart, keep me praising.  
Give me joy in my heart, I pray.  
Give me joy in my heart, keep me serving.  
Give me joy in my heart, I pray.  
Give me faith in my heart, keep me praying.  
Give me faith in my heart, I pray.

### **Song 7**

God is good all the time  
He put a song of praise in this heart of mine  
God is good all the time  
Through the darkest night, His light will shine  
God is good, God is good all the time  
God is good, He's so good all the time

### **Song 8**

Hosanna (3) in the highest (2) Halleluiah  
Lord we lift up your name (2)  
With our hearts filled with praise

Be exalted oh Lord my God!  
Hosanna in the highest

### **Song 9**

He's got the whole world in His hands, (4)  
He's got the sun and the moon in His hands (3)  
He's got the whole world in His hands.  
He's got the wind and the rain in His hands,  
He's got the whole world in His hands.

He's got you and me sister, in His hands  
He's got you and me, brother, in His hands,  
He's got everybody here in His hands.  
He's got the whole world in His hands

### **Song 10**

Jesus never fails - 4  
Men of the world may let you down  
But Jesus never fails - 2

Your Papa may let you down  
Your Mama may let you down - (2)  
Men of the .....

Your brother may let you down  
Your sister may let you down - (2)  
Men of the .....

### **Song 11**

It's bubbling, it's bubbling, it's bubbling in my soul.  
There's singing and laughing since Jesus made me whole.  
Folks don't understand it, nor can I keep it quiet.  
It's bubbling bubbling bubbling, bubbling,  
Bubbling day and night (Repeat)

### **Song 12**

Jehovah Jireh, my provider  
His grace is sufficient for me, for me, for me  
My God shall supply all my needs  
According to His riches in glory  
He will give His angels charge over me  
Jehovah Jireh cares for me, for me, for me.

### **Song 13**

I've got Joy like a fountain - (3)  
In my soul, In my soul,  
I've got Joy like a fountain - (3)  
In my soul.

I've got peace like a river - (3)  
In my soul, In my soul,  
I've got peace like a river - (3)  
In my soul.

I've got love like an ocean - (3)  
In my soul, In my soul.  
I've got love like an ocean - (3)  
In my soul.

### **Song 14**

My God is so big, so strong and so mighty  
That nothing my God cannot do  
The rivers are His, the mountains are His  
The stars are His handiwork too  
My God is so big.....

### **Song 15**

Praise Him, Praise Him  
Praise Him in the morning, Praise him in the noon time  
Praise Him, Praise Him  
Praise Him when the sun goes down.

Love him, Love him  
Love Him in the morning, Love him in the noon time  
Love Him, Love Him  
Love Him when the sun goes down.

Thank him, Thank him  
Thank Him in the morning, Thank him in the noon time  
Thank Him, Thank Him  
Thank Him when the sun goes down.  
Jesus, Jesus, Jesus in the morning  
Jesus in the noon time  
Jesus, Jesus, Jesus, when the sun goes down

**Song 16**

It's a great thing to praise the Lord - (3)  
Walking in the light of the Lord.  
So walk walk walk walk in the light - (3)  
Walking in the light of the Lord.

It's a great thing to serve the Lord - (3)  
Walking in the light of the Lord.  
So walk walk walk walk in the light - (3)  
Walking in the light of the Lord.

It's a great thing to love the Lord - (3)  
Walking in the light of the Lord.  
So walk walk walk walk in the light - (3)  
Walking in the light of the Lord.

It's a great thing to thank the Lord - (3)  
Walking in the light of the Lord.  
So walk walk walk walk in the light - (3)  
Walking in the light of the Lord.

**Song 17**

Lord I come, I confess  
Bowing here, I find my rest  
Without you, I fall apart  
You're the one that guides my heart.

Lord, I need you, oh, I need you  
Every hour, I need you.  
My one defense, my righteousness  
Oh God, how I need you - (2)

**Song 18**

When upon life's billows you are tempest - tossed,  
When you are discouraged, thinking all is lost,  
Count your many blessings; name them one by one,  
And it will surprise you what the Lord has done.

(Chorus)  
Count your blessings;  
Name them one by one.  
Count your blessings;  
See what God hath done.

Count your blessings;  
Name them one by one.  
And it will surprise you;  
What the Lord hath done.

### **Song 19**

Lord you are good  
And your mercy endureth forever.  
Lord, you are good  
And your mercy endureth forever.  
People from every nation and tongue.  
From generation to generation.  
[We worship you  
Hallelujah, Hallelujah] 2  
We worship you for who you are.

### **Song 20**

We will trust  
Trust in God alone  
We will stand  
Stand upon his word  
And whatever comes our way.  
We are strong, we are brave.

His truth, truth will be our guide,  
Through the day and the darkest night,  
Our God will give us strength  
We are strong, we are brave.

And we will stand together  
Stand forever, we will stand strong.  
Standing up for God each day  
We will stand strong.

### **Song 21**

Lord we life your name on high  
Lord we love to sing your praises  
I'm so glad you're in my life.  
I'm so glad you came to save us.  
You came from heaven to earth to show the way  
From the earth to the cross, my debt to pay  
From the cross to the grave, from the grave to the sky  
Lord I life your name on high.

TIME TABLE -2024-2025

GRADE \_\_\_\_\_

Day / Time	1 09.00 to 09.40	2 09.40 to 10.20	3 10.30 to 11.10	4 11.10 to 11.50	5 11.50 to 12.30	6 12.30 to 01.00	7 01.40 to 02.20	8 02.20 to 02.30	9 03.10 to 03.50
Monday		B			L			B	
Tuesday		R			U			R	
Wednesday		E			N			E	
Thursday		A			C			A	
Friday		K			H			K	

TIME TABLE -2024-2025

GRADE \_\_\_\_\_

Day / Time	1 09.00 to 09.40	2 09.40 to 10.20	3 10.30 to 11.10	4 11.10 to 11.50	5 11.50 to 12.30	6 12.30 to 01.00	7 01.40 to 02.20	8 02.20 to 02.30	9 03.10 to 03.50
Monday		B			L			B	
Tuesday		R			U			R	
Wednesday		E			N			E	
Thursday		A			C			A	
Friday		K			H			K	