

# **ATOMIC ENERGY CENTRAL SCHOOL -1**

## **ANUSHAKTINAGAR, MUMBAI-400094**



### **SCHOOL CALENDAR 2021-22**

**NAME**\_\_\_\_\_

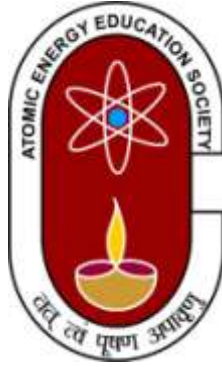
**CLASS / SEC**\_\_\_\_\_

**ADMN.NO.** \_\_\_\_\_

**CONTACT NO.** \_\_\_\_\_

Phone:022-25580530  
E-mail:aecsmum1@yahoo.co.in  
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CBSE Affiliation No:1130123  
CBSE Website: www.cbse.nic.in

परमाणु ऊर्जा केंद्रीय विद्यालय  
वेस्टर्न सेक्टर, अणुशक्ति नगर, मुंबई-400094  
**Atomic Energy Central School-1**  
**Anushaktinagar, Mumbai-400094**



शिक्षण सत्र 01 अप्रैल, 2021 से 31 मार्च, 2022  
1<sup>st</sup> April, 2021 to 31.03.2022  
छात्र दैनंदिनी  
**Student's Diary 2021-22**

नाम/Name: ..... प्रवेश नं./Admn.No:.....

कक्षा/Class: ..... अनुक्रमांक/Roll No:.....

आवास पता/Residential Address: .....

.....

.....

फोन नं./Telephone No(Res):..... (कार्यालय/Office).....

**THIS STUDENT DIARY SHOULD BE BROUGHT TO THE CLASS DAILY**

**विद्यालय कैलेंडर/ SCHOOL CALENDAR, 2021-22**  
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# हमारा ध्येय

परमाणु ऊर्जा शिक्षण संस्था अपने विद्यार्थियों को ज्ञान-विज्ञान से सशक्त करने और उन्हें देश के एक जिम्मेदार नागरिक के रूप में तैयार करने के लिए प्रतिबद्ध है। साथ ही परमाणु ऊर्जा शिक्षण संस्था अपने विद्यार्थियों में सांसारिकता के लिए अपेक्षित कौशल, देश-प्रेम, उत्तम नैतिक मूल्यों तथा राष्ट्र की समृद्ध संस्कृति के प्रति सम्मान भाव सृजन हेतु अभिलषित एवं प्रयासरत है। हम अपने छात्रों को देश से जाति, पंथ, लिंग, धर्म व भाषा पर आधारित भेद- भाव के उन्मूलन हेतु प्रोत्साहित करते हैं।

## *Our Mission*

*Atomic Energy Education Society (AEES) endeavours to empower its students with a wide spectrum of knowledge to prepare them to become responsible citizens of the country. Furthermore, AEES is determined to inculcate in its students the attitude and the expertise required for the worldliness, patriotism, exemplary moral values and respect towards the rich culture of the Nation. We also encourage our students for eradication of differences based on caste, creed, gender, religion and language.*

# राष्ट्रगान

जन-गण-मन अधिनायक जय हे  
भारत भाग्य विधाता।  
पंजाब, सिन्धु, गुजरात, मराठा,  
द्राविड, उत्कल, बंग,  
विन्ध्य-हिमाचल, यमुना-गंगा  
उच्छल-जलधि-तरंगा।  
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।

## National Anthem

Jana-Gana-Mana-AdhinayakaJayaHe  
Bharat-Bhagya-Vidhata,  
Punjab-Sindhu-Gujarata-Maratha  
Dravida-Utkala-Banga  
Vindhya-Himachala-Yamuna-Ganga  
Uchchala-Jaladhi Taranga  
TavaShubha Name Jage  
TavaShubhaAashisha Mage  
GaheTava Jaya Gatha.  
Jana GanaMangalDayaka Jaya He  
Bharat BhagyaVidhata  
Jaya He, Jaya He, Jaya He,  
Jaya, Jaya, Jaya, Jaya He.

## प्रार्थना

असतो मा सद्गमय।  
तमसो मा ज्योतिर्गमय।  
मृत्योर्मा अमृतं गमय।  
दया कर दान विद्या का, हमें परमात्मा देना।  
दया करना हमारी आत्मा में, शुद्धता देना।  
हमारे ध्यान में आओ प्रभु, आँखों में बस जाओ।  
अँधेरे दिल में आकर के, प्रभु ज्योति जगा देना।।  
बहा दो ज्ञान की गंगा, दिलों में प्रेम का सागर।  
हमें आपस में मिल-जुल कर, प्रभु रहना सिखा देना।।  
हमारा धर्म हो सेवा, हमारा कर्म हो सेवा।  
सदा ईमान हो सेवा, व सेवक जन बना देना।।  
वतन के वास्ते जीना, वतन के वास्ते मरना।  
वतन पर जान फ़िदा करना, प्रभु हमको सिखा देना।।  
दया कर दान विद्या का, हमें परमात्मा देना।  
दया करना हमारी आत्मा में, शुद्धता देना।।  
ॐ सह नाववतु। सह नौ भुनक्तु। सहवीर्यं करवावहै।  
तेजस्वि नावधीतमस्तु मा विद्विषावहै।।  
ॐ शांतिः शांतिः शांतिः।।

## वंदे मातरम्

वंदे मातरम्, वंदे मातरम्!  
सुजलाम् सुफलाम्, मलयज् शीतलाम्  
शस्यश्यामलाम्, मातरम्!  
वंदे मातरम्!  
शुभ्रज्योत्सनाम् पुलकित यामिनीम्।  
फुल्लकुसुमित द्रुमदल शोभिनीम्  
सुहासिनीम्, सुमधुर भाषिणीम्।  
सुखदाम्, वरदाम् मातरम्।।  
वंदे मातरम्! वंदे मातरम्!

## छात्र प्रतिज्ञा

भारत हमारा देश है। हम सभी भारत वासी भाई-बहन हैं। अपना देश हमें प्राणों से भी प्यारा है। इसकी समृद्धि और विविध संस्कृति पर हमें गर्व है। इसके सुयोग्य बनने का मैं सदा प्रयत्न करता रहूँगा।

हम अपने माता-पिता, शिक्षकों, सहपाठियों और बड़ों का आदर करेंगे और सबके साथ शिष्टता का व्यवहार करेंगे। हम सब जीवों पर दया करेंगे।

हम अपने देश और देशवासियों के प्रति वफादार रहने की प्रतिज्ञा करते हैं। उनके कल्याण और समृद्धि में ही हमारा सुख निहित है।

जय हिन्द!

## STUDENT'S PLEDGE

India is my country and 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 respect my parents, teachers, classmates and all elders  
and treat everyone with courtesy. I shall be kind to animals and  
plants.

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

Jai Hind

**ATOMIC ENERGY CENTRAL SCHOOL**  
**PERSONAL RECORD OF THE STUDENT**

PASTE A RECENT  
PHOTOGRAPH OF  
SIZE 3.5 cm x 2.5 cm

(in school uniform)

1. Name: \_\_\_\_\_

2. Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

3. Date of Admission: \_\_\_\_\_ Admn. No: \_\_\_\_\_ UID No.: \_\_\_\_\_

Aadhar card number of the student: \_\_\_\_\_ [Required for UDISE]

4. Admission in AEES : Whether DAE/Non-DAE/RTE/SEEP

5. Class: \_\_\_\_\_ Section: \_\_\_\_\_ House: \_\_\_\_\_

6. For classes from VI to VIII: 2nd Language \_\_\_\_\_, 3rd Language \_\_\_\_\_

7. Father's/Guardian's name: \_\_\_\_\_

Mother's name: \_\_\_\_\_

8. A) Residential Address: \_\_\_\_\_

Tel. No: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

Alternate Emergency Number: \_\_\_\_\_

B) Address of the Parent (Non-DAE)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Office Address of the parent (Working in DAE or its unit/PSUs/Aided Institution under DAE)

Name: \_\_\_\_\_ Designation: \_\_\_\_\_



Section:\_\_\_\_\_Division:\_\_\_\_\_Emp.Id.\_\_\_\_\_

Tel.No(0):\_\_\_\_\_ Extn.(if any):\_\_\_\_\_

10. Social Category SC/ST/OBC/Gen\_\_\_\_\_Sub-Category  
:\_\_\_\_\_

Religion:\_\_\_\_\_ Mother Tongue: \_\_\_\_\_

(Required for UDISE)

11. Library card No.:\_\_\_\_\_

12. Games Played: 1)\_\_\_\_\_2)\_\_\_\_\_

13. Identification Marks 1)\_\_\_\_\_

2)\_\_\_\_\_

14. CHSS Card No.(If any):\_\_\_\_\_ & Blood Group:\_\_\_\_\_

I hereby declare that the above information is correct and I agree to abide by the rules and regulations of the School as adopted from time to time.

Date:\_\_\_\_\_ Pupil's signature\_\_\_\_\_

Date: \_\_\_\_\_ Parent/Guardian's signature \_\_\_\_\_

**Note:** To be filled by the Parent / Guardian and submitted to the Class Teacher.

**ATOMIC ENERGY CENTRAL SCHOOL  
PERSONAL RECORD OF THE STUDENT**

PASTE A RECENT  
PHOTOGRAPH OF  
SIZE 3.5 cm x 2.5 cm

(in school uniform)

1. Name: \_\_\_\_\_

2. Date of Birth: \_\_\_\_\_

Place of Birth: \_\_\_\_\_

3. Date of Admission: \_\_\_\_\_ Admn. No: \_\_\_\_\_ UID No.: \_\_\_\_\_

Aadhar card number of the student: \_\_\_\_\_ [Required for UDISE]

4. Admission in AEES : Whether DAE/Non-DAE/RTE/SEEP

5. Class: \_\_\_\_\_ Section: \_\_\_\_\_ House: \_\_\_\_\_

6. For classes from VI to VIII: 2nd Language \_\_\_\_\_, 3rd Language \_\_\_\_\_

7. Father's/Guardian's name: \_\_\_\_\_

Mother's name: \_\_\_\_\_

8. A) Residential Address: \_\_\_\_\_

Tel. No: \_\_\_\_\_ Mobile: \_\_\_\_\_

E-mail: \_\_\_\_\_

Alternate Emergency Number: \_\_\_\_\_

B) Address of the Parent(NON-DAE)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

9. Office Address of the parent (Working in DAE or its unit/PSUs/Aided Institution under DAE)

Name: \_\_\_\_\_ Designation: \_\_\_\_\_

Section: \_\_\_\_\_ Division: \_\_\_\_\_ Emp.Id. \_\_\_\_\_

Tel.No(0):\_\_\_\_\_ Extn.(if any):\_\_\_\_\_

10. Social Category SC/ST/OBC/Gen\_\_\_\_\_Sub-Category

:\_\_\_\_\_

Religion:\_\_\_\_\_ Mother Tongue: \_\_\_\_\_

(Required for UDISE)

11. Library card No.:\_\_\_\_\_

12. Games Played: 1)\_\_\_\_\_2)\_\_\_\_\_

13. Identification Marks 1)\_\_\_\_\_

2)\_\_\_\_\_

14. CHSS Card No.(If any):\_\_\_\_\_& Blood Group:\_\_\_\_\_

I hereby declare that the above information is correct and I agree to abide by the rules and regulations of the School as adopted from time to time.

Date:\_\_\_\_\_ Pupil's signature\_\_\_\_\_

Date: \_\_\_\_\_ Parent/Guardian's signature \_\_\_\_\_

**Note:** To be filled by the Parent / Guardian and submitted to the Class Teacher.

Names of the Members of the Staff with designation			
Sl.No	Name	Qualification	Designation
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			

Names of the Members of the Staff with designation			
Sl.No	Name	Qualification	Designation
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
33			
34			
35			
36			
37			
38			

Names of the Members of the Staff with designation			
Sl.No	Name	Qualification	Designation
39			
40			
41			
42			
43			
44			
45			
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48			
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50			
51			
52			
53			
54			
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56			
57			
58			

**LOCAL MANAGEMENT COMMITTEE OF AECS,  
(Address of the School)**

Sl.No	Name of the members	Designation	Position in LMC
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			

**SCHOOL ADVISORY COMMITTEE OF AECS,  
(Address of the School)**

Sl.No	Name of the members	Designation	Position in SAC
1			
2			
3			
4			
5			
6			
7			
8			
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10			
11			
12			
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14			
15			
16			
17			



# PROSPECTUS

## ATOMIC ENERGY EDUCATION SOCIETY

Atomic Energy Education Society (AEES) is an autonomous body, under the Department of Atomic Energy, Govt. of India. The Governing Council (GC) of AEES which is constituted by the Department of Atomic Energy (DAE) comprising Senior Administrative Officers, Scientists & Engineers of DAE and Educationists governs the Education Society.

Currently, AEES runs 31 Schools and Junior Colleges (AECS/JC) that are located at Mumbai and Tarapur in Maharashtra, Narora in Uttar Pradesh, Kakrapar in Gujarat, Hyderabad and Manuguru in Telangana, OSCOM in Orissa, Indore in Madhya Pradesh, Rawatbhata in Rajasthan, Anupuram, Kalpakkam, Kudankulam and Pazhayakayal in Tamil Nadu, Kaiga and Mysore in Karnataka, and Jaduguda, Narwapahar and Turamdih in Jharkhand.

### **GENERAL INFORMATION**

The AEES Schools and Junior Colleges aim at providing an all-round education to all students. AEC Schools run classes from I to Class X and up to Std. XII in selected schools to prepare the students for the All-India Secondary/Sr. Secondary School Examinations conducted by the Central Board of Secondary Education (CBSE), New Delhi;

In Mumbai (AECS-4) and Tarapur (AECS-3) classes XI and XII are affiliated to CBSE and AEJC, Mumbai and AECS-1, Tarapur are affiliated to Maharashtra State Board . In Kalpakkam (AECS-2) Classes XI and XII are affiliated to Tamil Nadu Higher Secondary Education Board. In other Centers these classes are affiliated to CBSE, New Delhi. The academic year begins on 1<sup>st</sup> April and ends on 31<sup>st</sup> March.

Some centers run Junior colleges / Sr. Secondary schools affiliated to State Boards / CBSE.

### **LOCAL MANAGEMENT COMMITTEE**

A Local Management Committee (LMC), which comprises Scientists & Engineers and Administrative Officers of the local DAE units and school Principals, oversees the management of the school in the respective Centre in which a school/JC is located.

### **SCHOOL/COLLEGE ADVISORY COMMITTEE**

Every school/college also has a School/ College Advisory Committee (SAC/ CAC) which comprises teachers and parents for guiding and coordinating the functioning of the school/ College.

### **SCHOOL TIMINGS: As per the local conditions prevailing/LMC guidelines:**

**Working hours remain the same for members of the staff i.e. 6 hours and 10 minutes.**

Classes For Pre-Prep students will be held for 2 hours,:

(No classes on Saturday and last working day of the month) \* ***As per the guidelines of the respective centre***

Classes for Prep students: Two and a Half hours.

Holiday on each Second Saturday of the month) \* ***As per the guidelines of the respective centre***

For Classes I to XII : \* ***As per the guidelines of the respective centre***

**(Note: Students must be punctual in reporting to school. They must report at entry gate at least five minutes before the schedule.)**

**The last working day of each month will be a half day for the students of classes from I to XII.**

### **Admission in Atomic Energy Central Schools/ Junior Colleges:**

Admission in these schools is restricted to the wards of employees working in the Department of Atomic Energy and its constituent units, PSU and Aided Institutions. A child completing 5 years of age and not completing 7 years as on as on March 31 of the calendar year is eligible for admission in class I for the academic year beginning from April 1 of that year. Children with Special Needs have certain concessions in this regard. Age criterion for admission in other classes is reckoned accordingly.

In all these schools, in class I, 25% of the seats are given to the children belonging to disadvantaged groups under Right to Education Act 2009. Admissions under RTE Act 2009 are given in class I only.

AEES has its flagship programme i.e., Societal Enrichment and Education Programme, S E E P. This programme is mainly meant for providing free education to the

students belonging to disadvantaged groups living near the Nuclear Projects. This is available in the schools located in tribal areas only. The students selected under this programme are provided with not only free education but with uniforms, school books and refreshment money. These students are selected from the students admitted under RTE Act 2009.

After admitting the wards of employees working in the Department of Atomic Energy and its constituent units, and students under RTE Act 2009, if there are any seats left, these seats are given to other students under Non – DAE Category. The fee structure for the students admitted under Non- DAE Category is different from that of DAE Category.

Every year AEES publishes circulars related to these admissions in the last week of December or January in its website [www.aees.gov.in](http://www.aees.gov.in) . Interested people can go through these circulars for detailed information and fee structure.

### **School Fee: Its payment**

All the schools collect the fee in two installments- the first installment in the month of April and the second in the month of October of the respective academic years. Particulars of the fee to be paid the students is given below.

#### **A. Pre-prep & Prep Classes (For DAE Wards):**

<b>Component</b>	<b>Term -1 (April to September)</b>	<b>Term – 2 (October to March)</b>
Tuition Fee	Rs. 5, 400/-	Rs. 5, 400/-
PUVVN	Rs. 1, 800/-	Rs. 1, 800/-
Computer Fee	NIL	NIL
Total	Rs. 7, 200/-	Rs. 7, 200/-

#### **B. Classes I to X (For DAE Wards)**

<b>Component</b>	<b>Term -1 (April to September) DAE Wards</b>	<b>Term – 2 (October to March) DAE Wards</b>
Tuition Fee	Rs. 5, 400/-	Rs. 5, 400/-
PUVVN	Rs. 1, 800/-	Rs. 1, 800/-
Computer Fee	Rs. 180/-	Rs. 180/-
Total	Rs. 7, 380/-	Rs. 7, 380/-

**C. i. Classes I to X (For Non- DAE Wards):**

The Tuition fee for the students admitted under Non-DAE Category differs from the schools located in Urban areas to that of rural areas. The schools located in Hyderabad, Indore, Mumbai, and Mysore, are considered as schools located in Urban Areas and all other schools are considered as located in Rural Areas.

Component	Term -1 (April to September)		Term – 2 (October to March)	
	Urban	Rural	Urban	Rural
Tuition Fee	Rs. 18, 000/-	Rs. 9, 000/-	Rs. 18, 000/-	Rs. 9, 000/-
PUVVN	Rs. 1, 800/-	Rs. 1, 800/-	Rs. 1, 800/-	Rs. 1, 800/-
Computer Fee	Rs. 180/-	Rs. 180/-	Rs. 180/-	Rs. 180/-
Total	Rs. 19, 980/-	Rs. 10, 980/-	Rs. 19, 980/-	Rs. 10, 980/-

**C. ii. Classes XI to XII (For Non- DAE Wards):**

Component	Term -1 (April to September)		Term – 2 (October to March)	
	Urban	Rural	Urban	Rural
Tuition Fee	Rs. 18, 000/-	Rs. 9, 000/-	Rs. 18, 000/-	Rs. 9, 000/-
PUVVN	Rs. 1, 800/-	Rs. 1, 800/-	Rs. 1, 800/-	Rs. 1, 800/-
Computer Fee	Rs. 300/-	Rs. 300/-	Rs. 300/-	Rs. 300/-
Total	Rs. 20, 100/-	Rs. 11, 100/-	Rs. 20, 100/-	Rs. 11, 100/-

**D. Classes XI and XII (Schools affiliated to the CBSE)**

Component	Term -1 (April to September)	Term – 2 (October to March)
	DAE Wards	DAE Wards
Tuition Fee	Rs. 5, 400/-	Rs. 5, 400/-
PUVVN	Rs. 1, 800/-	Rs. 1, 800/-
Computer Fee	Rs.300/-	Rs. 300/-
Total	Rs. 7, 500/-	Rs. 7, 500/-

**E. Classes XI and XII (Schools affiliated to the State Boards of Education)**

In addition to the tuition fee and PUVVN, the following are the components of fee to be paid by the students of classes XI and XII studying in the schools/junior colleges affiliated to the State Boards of Education. These are payable by every student. The students who study Computer Science, IT and Computer Science Vocational Course need not pay the Computer Fee as mentioned in Table 'C.ii and D' above.

Component	Annual Fee
Application Form Fee	Rs.100/-
Admission Fee	Rs.100/-
Late Fee	Rs. 50/-
Internal Examination Fee	Rs.100/-
Term Fee	Rs.100/-
Laboratory Fee	Rs.400/-
Computer Science/IT/Other Vocational Courses Fee	Rs. 600/-
Library Fee	Rs. 200/-

**F. Exemptions:**

- (i) The students admitted under Right to Education Act and the students selected under SEEP need not pay any component of the fee.
- (ii) The third child be it a boy or a girl of an employee belonging to SC/ST categories need not pay Tuition Fee alone. Other components of fee he/ she has to pay. This is applicable to the wards of DAE Employees only against the production of a certificate from the Competent Authority, to the effect that employee is not eligible for the claim of CEA for his/her third child.
- (iii) For all other students – belonging to both DAE and Non- DAE categories - there is no exemption from paying any component of the fee.
- (iv) However, the students belonging to Non- DAE category who were admitted in various classes till the academic year (including that academic year) 2017-18 will enjoy the following fee concession.

The Non-DAE category students who were granted admission in AEC Schools till the academic year 2017-18 and whose parents' (both father and mother) combined Annual income is less than Rs. 2.5 lakhs, they are presently extended the fee concession of 50% in the tuition fee alone. This concession will be extended to the student concerned on production of the Annual income certificate of parents issued by the competent revenue authorities.

**G. Dates for Fee Collection:**

The parents have to pay fee online on the dates mentioned below.

	Term -1 (April to September)	Term – 2 (October to March)
Without Fine	April – 1 to 15	October – 1 to 15
With Fine	April – 16 to 30	October –16 to 31

Note:

- 1. A fine of Rs 10/- per day for PUVVN and Rs 10/- per day for tuition fee will be charged up to last working day and after which the name shall be struck off the role due to nonpayment of dues and re-admission will be done on payment of Rs 100/- along with late payment fee.

**H. Fee Defaulters:**

- (a) The names of students who do not pay the fee after the last date with fine as mentioned in the above table, will be struck off from the attendance rolls of the school.
- (b) The students whose names are struck off the attendance rolls, have to take readmission by paying an amount of Rs.100-00 towards the readmission fee and the amount of fine as mentioned above.
- (c) In all such cases as mentioned at 'a' and 'b' above, the schools have to prepare a challan and the student has to deposit the fee mentioned in the challan in the Bank account mentioned in the challan and submit the second copy of the challan to the school.

- (d) The name of the student is to be restored only after realizing the readmission fee and the fines on PUVVN and tuition fee.

**I. Miscellaneous issues related to fee:**

- I. In case of new admissions, irrespective of the month of admission all the components of the have to be realized for 12 months.
- II. In case of students joining on Transfer Certificate, all the components of fee have to be realized reckoning from the next month upto which the student has paid the fee in the previous school.
- III. In case a student applies for Transfer Certificate, all the components of fee have to be realized till the month in which the student has applied for Transfer Certificate, irrespective of the student attending the classes or not.
- IV. However, if a student applies for Transfer Certificate in the month of March, TC can be issued after publication of result without collecting any component of fee for the next academic session.
- V. In case of students promoted after the retest (in classes IX and XI), all components fee can be accepted without any fine or readmission fee within seven working days from the publication of results, failing which such students have to pay the fee with fine and readmission fee.
- VI. In all such cases as mentioned at 'V' above, the schools have to prepare a challan and the student has to deposit the fee mentioned in the challan in the bank account mentioned in the challan and submit the second copy of the challan to the school.

### **Dress code:**

#### **For Pre-Prep and Prep Classes:**

##### **BOYS**

**Dress** – Red Shorts and Blue Striped Shirts

**Hair cut** - Neat and short presentable haircut. (Fashion trends are not allowed)

**Footwear** - Black shoes with Velcro and red socks.

**RainFootwear** - Only permitted during monsoon (Only black strappy flat sandals/ Floaters- pattern should be uniform for all students/No FLIP-FLOP)

**Woollen garments:** Navy blue with 'V' cut neck are permitted.

(Sweatshirts, Cardigans with hoods are not permitted)

##### **GIRLS**

**Dress-** Red and Blue Striped frock

**Hair Dressing** – Two plaits/Two ponytails with red ribbons or red simple hair-band. Cotton hair band must be used / plastic items should be avoided. (Fashion trends are not allowed)

**Footwear** - Black shoes with Velcro and red socks.

**RainFootwear-** Only permitted during monsoon.(Only black strappy flat sandals/ Floaters- pattern should be uniform for all students/NO FLIP-FLOP)

**Woollen garment:** Navy blue with 'V' cut neck or front open cardigan is permitted. (Sweatshirts, Cardigans with hoods are not permitted)

**Note: Gold/Fashionable ornaments, mehendi, nail polish or any sort of cosmetics are prohibited in the campus.**

#### **For Classes I to VIII**

##### **BOYS**

###### **On Monday & Thursday**

**Dress:** White Shirts (Half Sleeves) tucked in white shorts, Navy Blue with light blue striped tie & Navy Blue with Light blue striped (Diagonal) belt.

**Footwear:** White canvas shoes with laces (Velcro shoes are not allowed) & White socks.

###### **Other than Monday & Thursday**

**Dress:** White Shirt (Half Sleeves) tucked in grey shorts, Navy Blue with light blue striped tie & Navy Blue with light blue striped (Diagonal) belt.

**Footwear:** Black Leather Shoes with laces (Velcro shoes are not allowed) & Navy-Blue socks.

**Hair cut – Neat, short and presentable haircut (Fashion Trends are not allowed)**

**Woollen Garment: Navy blue with 'V' cut neck is permitted.**

(Sweatshirt, Cardigans with hoods are not permitted)

**Rain Footwear** –Only permitted during monsoon (Only black strappy flat sandals/ Floaters- pattern should be uniform for all students /NO FLIP-FLOP)

**Note: Bringing any electronic device, cicret bracelet, pebble steel, smart watch, camera, cosmetics or any objectionable material in the school is prohibited and condemnable; such material will be confiscated and will not be returned.**

### **GIRLS:**

#### **On Monday & Thursday**

**Dress:** White shirt (Half Sleeves), White Tunic, Navy Blue with light blue slanting/striped tie & Navy Blue with light blue striped (Diagonal) belt.

**Footwear:** -White canvas shoes with laces (Velcro shoes are not allowed) & White socks.

#### **Other than Monday & Thursday**

**Dress:** White shirt (half Sleeves), Grey Tunic, Navy Blue with light blue slanting/ striped tie & Navy Blue with light blue striped (Diagonal) belt.

**Footwear:** - Black Leathers Shoes, Navy Blue Socks.

**Woollen Garments:** Navy blue with 'V' cut neck or front open cardigan is permitted.  
(Sweatshirt, Cardigans with hoods are not permitted)

**RainFootwear**-Only permitted during monsoon (Only black strappy flat sandals/ Floaters-pattern should be uniform for all students /NO FLIP-FLOP)

**Note: Gold/Fashionable ornaments, mehendi, nail polish or all sorts of cosmetics etc. are prohibited and condemnable. Bringing any electronic device, cicret bracelet, pebble steel, smart watch, camera, cosmetics or any objectionable material in the school is prohibited; such non-returnable material will be confiscated.**

***Students should come decently dressed during special occasions.***

**For Classes IX to XII**

### **BOYS: [other than the students of AEJC, Mumbai]**

#### **On Monday & Thursday**

**Dress:** White Shirt (Half Sleeves) tucked in white trousers, Navy Blue with light blue



slanting striped (Diagonal) belt.

**Footwear:** White canvas shoes with laces (Velcro shoes are not allowed) & White socks.

### **Other than Monday & Thursday**

**Dress:** White Shirt (Half Sleeves) tucked in grey trousers, Navy Blue with light blue striped tie & Navy Blue with light blue striped (Diagonal) belt.

**Footwear:** - Black Leather Shoes with laces (Velcro shoes are not allowed) & Navy Blue socks.

**Hair cut** - Neat and short presentable hair cut (Fashion Trends are not allowed)

**Woollen Garment:** Navy blue with 'V' cut neck is permitted.  
(Sweatshirt, Cardigans with hoods are not permitted)

**RainFootwear-** Only permitted during monsoon (Only black strappy flat sandals/Floaters - pattern should be uniform for all students /NO FLIP-FLOP).

**Note: Bringing any electronic device, cicret bracelet, pebble steel, smart watch, camera, cosmetics or any objectionable material in the school is prohibited and condemnable; such non-returnable material will be confiscated.**

**\* On special occasions students will come decently dressed.**

**GIRLS: [other than the students of AEJC, Mumbai]**

### **On Monday & Thursday**

**Dress:** White kurta with white salwar and white chunni (Dupatta) without shoulder flaps  
(Sleeves - 2 inches above the elbow)

**Footwear:** -White canvas shoes with laces (Velcro shoes are not allowed) & White socks.

### **Other than Monday & Thursday**

Grey Kurta with white salwar and white chunni (Dupatta) without shoulder flaps  
(Sleeves - 2 inches above the elbow)

**Footwear:** - Black Leather Shoes with buckles (Velcro shoes are not allowed) & Navy Blue socks.

**Woollen Garment:** Navy blue with 'V' cut neck is permitted.  
(Sweatshirt, Cardigans with hoods are not permitted)

**Hair Dressing** - Two plaits / Two ponytails with black ribbons, Cotton hair band must be used / plastic items should be avoided. (Fashion Trends are not allowed).

**RainFootwear-** Only permitted during monsoon (Only black strappy flat sandals/Floaters-pattern should be uniform for all students / NO FLIP-FLOP)

**\* On special occasions students will come decently dressed.**

**Note:**

- **Gold/Fashionable ornaments, mehendi, nail polish and all sorts of cosmetics etc. are prohibited and condemnable. Bringing any electronic**

**device, cicret bracelet, pebble steel, smart watch, camera, cosmetics or any objectionable material in the school is prohibited; such non-returnable material will be confiscated.**

- **Also, compulsory part of dress-code, post-pandemic situation, will include mask, shield, gloves etc. alongside the SOPs.**

### **Infrastructure and other facilities provided by the school/JC**

#### **Library**

Parents and teachers are requested to encourage good reading habits among the pupils. Library is a great knowledge pool, and not merely a storehouse of books. [Name of the School] library has a rich collection of \_\_\_\_\_ number of books. It subscribes to \_\_\_\_\_ periodicals and \_\_\_\_\_ newspapers in \_\_\_\_\_ languages. Students and members of the staff have access to books, periodicals, magazines and newspapers in the library. Pupils of classes I to V will follow the class library system and the books will be issued to them by the teachers. Pupils are permitted to make use of the library during the recess. Students are expected to take good care of the library books. Special markings on the valuable assets with pencil or ink, tearing the pages or spoiling the same in any other way shall be viewed very seriously. Damages, if any, must be reported to the librarian immediately, on receipt of the books. In case the book is lost or damaged, the cost will be recovered from the concerned pupil. The library remains open between 08:00 hrs. and \_\_\_\_\_ hrs. on all working days. Every year new reference books, year books and the bestselling novels are added to the existing knowledge hub. Library celebrates National Book Week and World Book & Copyright Day annually.

#### **Laboratory**

Activity is the heart of the student's attempt to make sense of the world around him/her. Therefore, the schools/JCs provide well-equipped laboratories where students are required to perform experiments under the guidance of the teachers. Students must handle apparatuses with utmost care and ought to follow the instructions by the teachers strictly. Any damage to the apparatus, other laboratory appliances or furniture will have to be made good in full by the defaulter/s, who is/are responsible for the damage, as decided by the Head of the School/ College.

#### **Games and Sports**

Policy on assessment & evaluation of Health and Physical Education is subject to the updates by CBSE and respective State Boards [wherever applicable] from time to time.

All the students must take part actively in Physical Education, games and sports arranged in school. Competitions in Sports and Games will be held on the basis of house system or in the manner prescribed by the school/JC.

#### **Co-curricular activities**

CCA forms an integral part of the student's life and in shaping his/her personality. In its efforts to help students develop their unique talents, coordination skills and creative

facets of personalities, each school/JC provides facilities for a wide range of co-curricular activities. Competitions in co-scholastics like debate, dance, elocution, song, poetry recitation, orchestra and a variety of co-educational vistas & aptitudes like exhibitions, SBM initiatives etc. are being conducted by the school. These activities are held House-wise or individual.

Also, Atomic Energy Education Society [AEES] institutes All India Inter AECS competitions to appraise and award students with exceptional brilliance in CCA talents. The best performers of each school/JC participate in All India Inter-AECS cultural meet, debate, Hindi vigyan Prashna Manch, exhibitions etc. as per the guidelines issued by the Central Office of AEES headquartered at Mumbai.

Prestigious trophies like Dr. Homi Bhabha Trophy for best overall performance, Dr. Vikram Sarabhai Trophy for the best academic performance, Dr. Raja Ramanna Trophy for the best performance in Co-scholastic activities and Dr. Homi Sethna Trophy for the Sports achievements are also awarded to the schools/JCs on the bases of students' performance.

#### **Attendance:**

For the successful implementation of the academic programme regular and punctual attendance is imperative.

#### **THEREFORE**

- a. student should obtain prior permission of the class teacher for not attending the classes. If prior permission is not obtained due to unavoidable circumstances, an application for leave should be sent to the class teacher the same day or latest by next day;
- b. All applications for leave are to be signed by the parent;
- c. Applications for leave on medical ground is to be supported by an authentic medical certificate;
- d. Student suffering from infectious disease will not be allowed to attend the Classes or to appear in the examinations;
- e. If the attendance is less than the prescribed percentage i.e., 75% of the total working days (including attendance put in a previous school, if the student has been admitted on transfer) the student will not be allowed to appear at the Annual Examination; and
- f. A prolonged absence (without application for leave) for six consecutive days will result in the removal of the name from the rolls.

#### **CONDONATION:**

A minimum of 75% of the total attendance of the academic session would be necessary to appear at the Annual Examination. In case of genuine illness if supported with Medical Certificates from the Departmental Dispensary/Government Hospital or on account of participation in AEC School activities or any other reason beyond the control of the

student, the authority concerned shall be competent to condone shortage of attendance.

These rules are governed by the Rules 13 & 14 of the examination byelaws of CBSE Circular dated 08/10/2009, read with the Circular COORD/ROS/2019 dated 18/07/2019, and Circular No. COORD/ROS/Attendance/2010 dated 27/12/2019.

*Attendance of on-line classes, during Lock-down, is being recorded by the subject teachers and a cumulative record is being maintained by school/college management regularly.*

#### **Note to parents:**

1. Parents are expected to co-operate with the school authorities by ensuring regularity, punctuality and discipline in the children. They must ensure that the children prepare their lessons and take interest in school activities.
2. Parents are expected to sign messages, progress report, or any other similar document, when so requested. Failure to do this, may put their children to great inconvenience. They should also keep a watch on the reports in the calendar. Explanation for absence should be written in the school/college calendar. Absenting student must get acknowledgement of respective class teacher in parent' remarks column as a receipt of the information.
3. The School (Class Teacher) must be notified about any change in address or telephone number. Parents are expected to be prompt in informing any such change. Changes shall be incorporated in the official records likewise.
4. While communicating with the Headmaster, Vice Principal or Principal of the school, parents are requested to mention the class and section of their wards.
5. Parents or guardians are not allowed to see their children or the teachers during school hours, without the permission of the Headmistress/Headmaster or Vice Principal or the Principal. If required, they may meet the Headmistress/Headmaster or Vice Principal or the Principal during visiting hours.
6. Breakfast box should be sent with the student in the morning. Parents will not be permitted to handover the breakfast / Tiffin-box during the recess.
7. Parents should not send their children to the school if they are suffering from any contagious diseases. Parents must also ensure, **and it is highly recommended**, that their wards come to school /college after taking proper breakfast. Students must not come empty stomach to school/college.
8. Parents are requested to see that their children come to school in neat uniform. Parents must also ensure that necessary learning material, exercise books, notebooks, pencils, erasers etc. are there in their wards' bags.
9. Parents should not allow the girl students to wear any jewellery / valuables/ cosmetics when they come to school/JC.
10. Parents are requested to send the leave application of their wards if they are going to be absent for a period of six continuous working days. Absence without permission/leave beyond six working days may lead to striking off the name of the student from the class attendance register. Readmission fee of Rs. 100 must be paid

by the absented student (exemption -valid medical / any other serious grounds requested through parent's application). A medical certificate from doctors of DAE / BARC / UCIL hospital [also any government doctor] must be submitted if it's a medical ground.

**In any case, prior information of absence must be given to the class teacher by any means of communication.**

11. There is no provision of half-day leaves. However, in unavoidable circumstances, parents must receive/drop their wards from/to the school/college. A leave application, endorsed by the parent with his/her contact number, is mandatory.
12. Parents must ensure that their wards fulfill at least 75% attendance record and they do not miss any of the tests or examinations conducted by the school/college.
13. Parents are expected to visit school/college whenever informed by the Principal, Vice Principal, HM or Teachers. Parents are not only role models for their wards but also the stakeholders of their wards' respective school / college, so they must ensure a decent dress etiquette whenever they visit school/college.
14. Parents/Guardians are expected to be available at the campus gate to receive their ward/s, *particularly from pre-prep to primary*, during the students' departure time.

### **Tips to Parents of Primary Section:**

#### **Reducing the weight of school bag:**

There is a common request from the parents of primary section (I-V) to devise measures to reduce the burden of the school bag. Considering the concern of the parents, some tips given below may be followed by the parents to reduce the weight of the school bag.

1. Split the text books into two parts on the basis of semester-wise syllabus. i.e.,  
Book 1- April to September.  
Book 2- October to March.
2. Send only the required number of note books in the school bag everyday as per the timetable. To reduce the weight of the school bag, students will carry books as per the timetable.
3. The water bottles should be half litre in size.
4. Keep away story books, play materials and other unnecessary items.
5. The bag must be durable and light-weight.
6. The recent NCERT guidelines on 'School bag Policy-2020' shall be followed.

## अभिभावकों से अपेक्षा

- 1) सभी अभिभावकों से ऐसी अपेक्षा की जाती है कि वे अपने बच्चों को प्रतिदिन सही समय पर विद्यालय भेजकर एवं अनुशासित रखकर विद्यालय को सुचारु रूप से चलाने में सहयोग दें। वे इस बात की जिम्मेदारी लें कि उनके बच्चे न केवल अपने गृहकार्य को प्रतिदिन समय पर पूरा करें बल्कि समय-समय पर विद्यालय में होने वाले सभी कार्यक्रमों में समान रूप से रुचि लेते हुए सक्रिय भाग लें।
- 2) अभिभावकों से अपेक्षा की जाती है कि विद्यालय की ओर से समय-समय पर भेजी जाने वाली सूचना, प्रगतिपत्र और इसी तरह के अन्य निर्देशों पर अपने हस्ताक्षर अवश्य करें। यदि किसी कारणवश वे हस्ताक्षर नहीं कर पाते हैं तो हो सकता कि उनके बच्चों को असुविधा का सामना करना पड़े। अभिभावक प्रतिदिन दैनन्दिनी में दिए गए प्रतिवेदन पर ध्यान दें। यदि किसी कारण से आपका बच्चा विद्यालय आने में असमर्थ है तो इसकी सूचना दैनन्दिनी में दिए हुए अवकाश पत्र के माध्यम से दें।
- 3) अभिभावकों से निवेदन है कि घर का पता या दूर भाष सं. में किसी भी तरह का परिवर्तन हो तो उसकी सूचना शीघ्र विद्यालय को दें।
- 4) विद्यालय के मुख्य अधिकारियों से पत्राचार करते समय अपने बच्चे की कक्षा एवं विभाग का सही-सही उल्लेख अवश्य करें।
- 5) बच्चों के अभिभावकों एवं उनके घर के किसी भी सदस्य को विद्यालय इस बात की अनुमति नहीं देता कि वे पढ़ाई के दौरान अपने बच्चे से या उसके शिक्षक से मिलें। यदि मिलना अति आवश्यक हो तो पहले सक्षम प्राधिकारी से इस बात की अनुमति लें।
- 6) अभिभावकों से निवेदन है कि मध्यावकाश के लिए जलपान आदि प्रातः अपने बच्चों के साथ ही भेजें, क्योंकि अभिभावकों को विद्यालय में उस समय आने की अनुमति नहीं दी जाएगी।
- 7) किसी भी तरह की संक्रामक बीमारी से ग्रस्त अपने बच्चे को विद्यालय भेजने से यथासंभव बचें।
- 8) अभिभावकों से यह भी अपेक्षा की जाती है कि वे अपने बच्चों को साफ़-सुथरी पोशाक में, उनकी पढ़ाई की आवश्यक सामग्री जैसे-कॉपियाँ, पेन-पेन्सिल आदि देकर भेजें।
- 9) अभिभावक विशेष रूप से इस बात का ध्यान रखें कि उनकी बेटियां सोने के आभूषण पहनकर विद्यालय न आएं।
- 10) यदि आपका पाल्य 5 कार्य दिवसों से अधिक दिनों के लिए विद्यालय में अनुपस्थित रहने वाला है तो इसकी अग्रिम सूचना दें, ताकि आपके बच्चे को विशेष परिस्थिति के अंतर्गत उतने

दिनों का अवकाश दिया जा सके। अग्रिम सूचना के अभाव में विद्यार्थी का नाम कक्षा उपस्थिति पंजिका से काटा जाएगा एवं विद्यार्थी को पुनः प्रवेश एक सौ रुपया शुल्क देकर दिया जा सकेगा।  
11) अभिभावकों से निवेदन है कि बिना सक्षम प्राधिकारी की आज्ञा के कक्षा में प्रवेश न करें।  
12) अभिभावकों से अपेक्षा की जाती है कि वे विद्यालय में शालीन पोशाक में ही प्रवेश करें।

### **CODE OF CONDUCT:**

#### **For Students:**

#### **Dos':**

#### **It is the duty of every student:**

1. To strive to become an educated and cultured citizen of the country.
2. To study diligently and to be punctual in attendance.
3. To respect the teachers, HM, VP and Principal in and out of the classrooms without aggressive questioning. Also, to be respectful and be cordial with all the staff members of the school/JC.
4. To carry Identity Card, college calendar as well as all the relevant learning material to school / college regularly.
5. To come to school clean, well-groomed and neatly dressed.
6. To come to school in decent dress *on birthdays & on special occasions* as per the instructions of school.
7. To keep the surroundings neat and tidy.
8. To enter and leave the classroom only with the permission of the teacher.
9. To sit upright in the classroom and be attentive.
10. To complete the class work, home assignments, projects etc. neatly and promptly, complying with the dates/deadlines set by their respective teachers.
11. To be polite and humble.
12. To come to school in uniform even when coming to office or attending extra classes/activities after regular school/college hours.
13. To protect the school property.
14. To have compassion for animals and plants and to take care of the environment; also, to value and preserve the surrounding rich heritage and composite culture.
15. To obey parents and help the younger ones.
16. To carry the school calendar to note down the announcements correctly so as to

inform the parents.

17. To observe silence in library.
18. To bring healthy food to school and to avoid junk food.
19. To keep the wash rooms neat.
20. To use water judiciously and to turn off the faucets, fans and lights when not needed and before leaving the classroom.
21. To participate actively in CCA, cultural programme, national functions etc.,
22. To always speak the truth and to be honest.
23. To respect the National Anthem, National Song and the National Flag; also, to safeguard public property and to abjure violence
24. To accept and appreciate the spirit of unity and inclusiveness; also, to report the incidents of bullying or acts of indiscipline to the teachers immediately.
25. All inexplicit righteous acts, *in case not mentioned above*, are to be subsumed under this code of conduct.

### **Don'ts**

**It is the duty of every student to refrain from indulging in the acts mentioned below:**

- a) The following acts and conduct on the part of the students will amount to misconduct:
  - (i) Any act that demeans or is arrogantly expressive against the spirit of inclusiveness and harmony of the school/JC
  - (ii) Misbehaviour towards teachers or any other employee of the school.
  - (iii) Late coming to class, labs, library, causing disturbance to the peaceful activities of the class.
  - (iv) Absence from classes without intimation to / permission of - the teacher / the Headmaster/Headmistress /the Vice-Principal /the Principal.
  - (v) Bullying / intimidating others.
  - (vi) Eve-teasing/misbehavior towards fellow students
  - (vii) Damaging / disfiguring school property.
  - (viii) Propagating a strike / disruption of classes.
  - (ix) Association with banned organizations.
  - (x) Propagating communal / caste / regional feeling amongst the students.
  - (xi) Indulging in physical violence in any manner.



- (xii) Disobeying lawful orders of the staff/ teachers, the HM / the Vice – Principal / the Principal.
- (xiii) Bringing unauthorized people / articles inside the school.
- (xiv) Misuse/ theft / rigging/ pilferage / damage to school's /JC's /students' / teachers' /staff property.
- (xv) Any behaviour unbecoming of a student / willful disobedience / delinquency.
- (xvi) Indulging in acts of moral turpitude.
- (xvii) Use of unfair means, tampering of marks, copying/cheating during exams.
- (xviii) Intentional disturbance in class.
- (xix) Not submitting journals, assignments and monthly reports on time.
- (xx) Not coming to school/ JC in proper uniform, identity card, school bag etc.
- (xxi) Any incident of untoward behavior or waywardness.
- (xxii) Use of un-parliamentary language.
- (xxiii) Littering and loitering in and around the school/JC.
- (xxiv) Driving unlawfully (without Driving License, without helmet etc.)
- (xxv) Smearing the walls or scraping the desks with graffiti.
- (xxvi) Bringing electronic gadgets to school.
- (xxvii) Spreading rumors about others.
- (xxviii) Not following SOPs and guidelines post lock-down - masks, shield, sanitizing, social distancing etc.
- (xxix) Teasing and calling teachers or students by derogatory names, nicknames or shortnames.
- (xxx) Bringing electronic gadgets (mobile phones, tablets, cicret bracelets, pebble steel, android bands, cameras, video games etc) and expensive materials.

b) **In the above acts of misconduct**, the Principal/Vice Principal/ HM shall take suitable action, as per the observation of the disciplinary committee, depending on the gravity of the misconduct, which may include:

- (i) Referring to Counseling sessions / Moral lectures / performing exercises or physical work under the guidance of the PETs if it is a formal misconduct, advancing, but not amounting to a grave misconduct / moral or legalism.
- (ii) Recovery of loss to school property.
- (iii) Oral / written warnings about the students' misconduct to the parents
- (iv) Suspension from attending classes / school for a specified period.
- (v) Issue of Transfer Certificate.
- (vi) Expulsion / rustication from school/JC in extreme / rarest of the rare cases.

**The decision on corrective course action against an act of indiscipline/ delinquency/ negligence shall be taken by the School/College management.**

Sl.No	Examination	Date
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**TENTATIVE EXAM SCHEDULE (To be completed by the respective school)**

1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		
15		
16		

**Special Note: Art Education and Art Integration for classes I to X:**

(i) Art education will continue to be an integral part of the curriculum, as a co-scholastic

area.

(ii) Art shall be integrated with the teaching and learning process of all academic subjects from classes 1 to 12, to promote active and experiential learning for “connecting knowledge to life outside the school, ensuring that learning shifts away from rote methods and for enriching the curriculum, so that it goes beyond textbooks.”

(iii) The subject teacher shall pick the topic/concept/idea that he/she wants to teach through integration of Art. The topic/concept/idea should be taught ensuring active learning and ensuring that both the subject and Art are integrated well and there is learning in both areas.

(iv) A rubric should be prepared by the teacher to assess the student in both the areas – that is, the topic taught and the Art used. *(For more details, kindly refer the SENIOR SCHOOL CURRICULUM, CLASS XI – XII, CENTRAL BOARD OF SECONDARY EDUCATION.)*

### **Assessment Structure for Classes I and II**

The entire session will be divided into 8 cycles (4 cycles per term). Four Cycle tests will be conducted per term. Dates of cycle tests will be announced by the concerned school. Students of Classes I and II will be graded on a 5-point grading scale as shown below:

Marks Range	Grade
90%-100%	A* (Outstanding)
75%-89%	A (Excellent)
56%-74%	B (Very Good)
35%-55%	C (Good)
Below 35%	D (Can Do Better)

### **Assessment Structure for Classes III, IV, and V**

Term I (100 Marks) Apr 2021 to Sep 2021	Term II (100 Marks) Oct 2021 to Mar 2022
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80 Marks (Term Exam)	20 Marks (Periodic Assessment)			80 Marks (Term Exam)	20 Marks (Periodic Assessment)		
Written Test covering the portion for Term 1.	PT1 (10 Marks)	Notebook Submission (5 Marks)	Subject Enrichment (5 Marks)	Written Test covering the portion for Term 2	PT2 (10 Marks)	Notebook Submission (5 Marks)	Subject Enrichment (5 Marks)
Student has to secure 33% Marks (that is, 26 Marks out of 80)	1 Periodic Test per term will be conducted.  Maximum marks for the periodic test will be 40 which will be normalized to 10 Marks	This will cover – Regularity Assignment Completion, Neatness & upkeep of notebook	Students will be tested on the competencies/concepts covered in that term.	Student has to secure 33% Marks (that is, 26 Marks out of 80)	1 Periodic Test per term will be conducted.  Maximum marks for the periodic test will be 40 which will be normalized to 10 Marks	This will cover – Regularity Assignment Completion, Neatness & upkeep of notebook	Students will be tested on the competencies/concepts covered in that term.

- For the Blueprint of Term 1 and Annual Exam, kindly follow the guide lines issued by AEES.
- Record of notebooks submission will be maintained every month (5 months in each term). The total marks of notebook submission will be normalized to 5 Marks at the end of each term.
- Assignments/tests for Subject Enrichment will be held on five occasions and the total marks will be normalized to 5 Marks at the end of each term.
- Students of Classes III to V will be graded on an 8-point grading scale

### **8-Point Grading Scale**

<b>Marks Range</b>	<b>Grade</b>
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
32 and Below	E (Needs Improvement)

### **ASSESSMENT STRUCTURE FOR CLASSES VI TO VIII**

The assessment structure and examination for classes VI to VIII comprises of two terms,

that is, Term 1 and 2 as explained below.

Subjects	TERM-1 (100 Marks) (1st Half of the session) 20 marks Periodic Assessment (PA) + 80 marks for Half Yearly Exam		TERM-2 (100 Marks) (2nd Half of the session) 20 marks Periodic Assessment (PA) + 80 marks for Yearly Exam	
	PA 20 Marks	Half Yearly	PA 20 Marks	Yearly Exam
Language-1 Language-2 Language-3 Mathematics Science Social Science Any other subject	<ul style="list-style-type: none"> <li>Periodic Test 10 marks with syllabus covered till announcement of test dates by school.</li> <li>Note Book submission 5 marks at term-end</li> <li>Subject enrichment 5 marks at term-end</li> </ul>	Written exam for 80 marks with Term-I syllabus	<ul style="list-style-type: none"> <li>Periodic Test 10 marks with syllabus covered till announcement of test dates by school.</li> <li>Note Book submission 5 marks at term-end</li> <li>Subject enrichment 5 marks at term-end</li> </ul>	Written exam for 80 marks with Term-II syllabus

### Subject Enrichment Activities (5 marks):

These are subject specific application activities aimed at enhancing the understanding and skills of the students. These activities will be carried out throughout the term.

- Art-Integration Project:** It is a cross-curricular approach to teaching and learning based on collaboration between the teaching of subject with the teaching of Art (Visual/performing etc.), where Art, in any of its multiple forms, becomes the primary pathway to learn the subject/topic and also of assessment. *(Kindly refer the circulars by the CBSE dated March 8th, 2019 bearing No. Acad-12/2019 and Circular No. Acad-05/2019 dated 18-01-2019, circular No. Acad 33/2020 dated 14th May, 2020 and all the other relevant circulars by the CBSE/AEES)*

### Languages:

Activities aimed at equipping the learners to develop effective listening and speaking skills. The language teachers may devise their own methods and parameters for assessment of the languages.

**Mathematics:** For the activities in Mathematics, *kindly refer the circular by the CBSE bearing No.: Acad- 14 /2017 dated 21/03/2017 which is also available on the AEES website.*

### Science:

Practical work and activities in Science should be undertaken as suggested by the NCERT Syllabus and Textbook. *Kindly refer to the circular by the CBSE bearing No.: Acad- 14 /2017 dated 21/03/2017*

### **Social Science:**

Map or the Project work should be undertaken as suggested by the NCERT Syllabus and Textbook.

### **Grading Scale for Scholastic Areas**

School will award grades as per the following grading scale:

<b>Marks Range</b>	<b>Grade</b>
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
32 And Below	E (Needs Improvement)

**Co-Scholastic Activities for classes VI to VIII** (*kindly refer the CBSE **Circular No.: Acad- 14 /2017 dated 21/03/2017***) For the holistic development of the student, co-curricular activities in the following areas be carried out by the teachers and will be graded term-wise on a **3 – point grading scale (A= Outstanding, B= Very good and C= Fair)**. The aspect of **regularity, sincere participation, output and teamwork** be the generic criteria for grading in the following co-scholastic activities:

- (a) Work Education – Work Education refers to skill-based activities resulting in goods or services useful to the community.
- (b) Art Education (Visual & Performing Art)
- (c) Health and Physical Education (sports / Martial Arts/ Yoga /NCC etc.)

### **Discipline (Classes VI to VIII):**

The students will also be assessed for the discipline which will be based on the factors **like attendance, sincerity, behaviour, values, tidiness, respectfulness for rules and regulations, attitude towards society, nation and others**. Grading on discipline will be done term-wise on a **three-point grading scale (A=Outstanding, B=Very Good, and C=Fair)**.

### **Proposed Assessment Structure for Classes IX and X**

# 1. Scholastic Area (For details, please refer Secondary School Curriculum Class IX-X, 2020-21)

Subjects	Total 100 marks (Syllabus for assessment will be the Class IX/X)				
	80 Marks (Board/Annual Examination) Student has to secure 33% Marks out of 80 Marks in each subject	20 marks (Internal Assessment) Student has to secure 33% Marks out of overall 20 Marks earmarked in each subject			
		Periodic Test (5 marks)	Multiple Assessment (5 marks)	Portfolio (5 marks)	Subject Enrichment Activity (5 marks)
		(i)	(ii)	(iii)	(iv)
Language 1	Board/School will conduct board/annual Examination for 80 marks in each subject covering 100 % syllabus of the concerned class. Marks and Grades both will be awarded for individual subjects on 9-point grading scale.	Periodic written Test restricted to three in each subject in an Academic Year. Average of the best two tests to be taken for final marks submission.	The subject teachers would determine the type and frequency of these (observation, oral tests, individual or group work, class discussion, field-work, concept maps, graphic organizers, visual representation etc.).	A purposeful collection of intentionally chosen work by a student assessed using: <ul style="list-style-type: none"><li>• Organization – Neatness, Creativity and Visual Appeal</li><li>• Completion of guided work focused on specific curricular objectives 24</li><li>• Evidences of student's growth</li><li>• Inclusion of all relevant work (Completeness), etc.</li></ul>	Speaking and listening skills
Language 2					Speaking and listening
Science					Practical Lab work
Mathematics					Maths Lab Practical
Social Science					Relevant Projects
Artificial Intelligence (optional)	For details, please refer to <a href="http://cbseacademic.nic.in/skill-education.html">http://cbseacademic.nic.in/skill-education.html</a> and CBSE – Intel AI 4 Youth Projects				

## Grading Scale for Scholastic Areas



**School will award grades as per the following grading scale:**

<b>Marks Range</b>	<b>Grade</b>
91-100	A1
81-90	A2
71-80	B1
61-70	B2
51-60	C1
41-50	C2
33-40	D
32 And Below	E (Needs Improvement)

## **2. Co-Scholastic Area**

Education envisages the comprehensive and holistic development of children and, hence, Co-scholastic activities are essential.

<b>Area</b>	<b>Objective</b>
Art Education (Visual Arts/Performing Arts)	Art Education constitutes curricular activities for the development of the wholesome personality of the children, aesthetic sensibilities and respect for social values and cultural heritage.
Health and Physical Education (health, hygiene and sanitation, indigenous sports, yoga, NCC, self-defence, etc.)	Health and Physical Education focuses on holistic development, both mental and physical, understanding the importance of physical fitness, health, wellbeing and the factors that contribute to them.
Work Experience	The Work Experience has been subsumed in the Health and Physical Education; however, it is an integral part of the curriculum and is given as much focus as Health and Physical Education.

## **3. Discipline (Attendance, Sincerity, Behaviour, Values)**

Discipline significantly impacts career shaping and it helps in building character. Sincerity, good behaviour and values develop strength and foster unity and co-operation. **Class teacher will grade the students on a Five-point scale (A to E) keeping in view the overall attendance, sincerity, values and behaviour of the students.**

**COURSES OFFERED FOR CLASS XI**


**ASSESSMENT STURCTURE AND PROMOTION POLICY FOR CLASS XI (TO BE PROVIDED BY THE RESPECTIVE SCHOOL/COLLEGE FOLLOWING THE GUIDELINES ISSUED BY THE STATE BOARD/ CBSE)**

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**Activities/Observances/Celebrations conducted in the school/Jr. College:**

Day/Date	Activities

**The School Health Policy**

- The School Health Policy and the Manual by CBSE proposes to view health holistically, utilize all the educational opportunities for health promotion including formal and informal approaches in curricular pedagogy.
- As part of Comprehensive assessment of co-scholastic aspects, the grades obtained in Health and Physical Education will be reflected in the Report Card as well as Certificate of School Based Assessment.
- Learners can choose any two activities from the options provided. These include Sports/Indigenous Sports, NCC/NSS, Scouting and Guiding, Swimming, Gymnastics, Yoga, First Aid, Gardening / Shramdaan.
- The observations about student's participation will be recorded over a period of time either in Anecdotal Records or a Portfolio.
- All students must take up at least two activities to ensure maximum health benefit in terms of physical fitness.

*Schools/Colleges may refer to the Comprehensive School Health Manuals (four volumes) brought out by CBSE for detailed information.*

**PHYSICAL EDUCATION TENTATIVE PROGRAM 2021-22**

**(To be completed by the respective school/college)**

<b>S. No.</b>	<b>Class</b>	<b>Event Name</b>	<b>Date</b>

**PROPOSED CCA PROGRAMME 2021-22**

<b>S. No.</b>	<b>Class</b>	<b>Event Name</b>	<b>Date</b>

## LIST OF EXTERNAL EXAMS 2021-22

[illegible]

### **VACATION SCHEDULE (For the Academic Year:2021-22)**

#### **MID TERM BREAK:**

##### **(a) For Group A Schools**

11.10.2021 (Monday) to 22.10.2021 (Friday) – 12 Days

Reopening on 23.10.2021 (Saturday)

##### **(b) For Group B Schools**

01.11.2021 (Monday) to 12.11.2021 (Friday) – 12 Days

Reopening on 15.11.2021 (Monday)

**WINTER BREAK:** 22.12.2021(Wednesday) to 01.01.2022 (Saturday) -11 Days

Reopening on 03.01.2022 (Monday)

**SUMMER VACATION:** 04.05.2022 (Wednesday) to 17.06.2022 (Friday) -45 Days

Reopening on 18.06.2022 (Saturday) For Teachers

Reopening on 20.06.2022 (Monday) For Students

	<b>SUMMARY OF HOLIDAYS</b>
05	Restricted Holidays
17	Common Holidays
12	Mid Term Break
11	Winter Break
45	Summer Break

### **HOLIDAY SCHEDULE (For the academic Year:2021-22)**

<b>S.No.</b>	<b>Common Holidays</b>	<b>Date</b>	<b>Day</b>
1.	Good Friday	02-04-2021	Friday
2	MahavirJayanti	25.04.2021	Sunday
3	Id-ul-Fitr	14.05.2021	Friday
4	BudhaPurnima	26.05.2021	Wednesday
5	Id-ul-Zuha (Bakrid)	21.07.2021	Wednesday
6	Independence Day	15.08.2021	Sunday
7	Muharram	19.08.2021	Thursday
8	Ganesh Chatuthi	10.09.2021	Friday
9	Mahatma Gandhi's Birthday	02.10.2021	Saturday
10	Dussehra	15.10.2021	Friday
11	Milad-un- Nabi	19.10.2021	Tuesday
12	Diwali	04.11.2021	Thursday
13	Guru Nanak's Birthday	19.11.2021	Friday

14	Christmas Day	25.12.2021	Saturday
15	Republic Day	26.01.2022	Wednesday
16	Mahashivaratri	01.03.2022	Tuesday
17	Holi	19.03.2022	Saturday

### **RESTRICTED HOLIDAYS**

Note: **Five Restricted** holidays will be announced later on as and when it is felt significance of local festivals.

#### **Important academic/sports/Co-Scholastic web links:**

The following points have to be incorporated in the school calendar.

1. [www.aees.gov.in](http://www.aees.gov.in): This is web portal of Atomic Energy Education Society- for ready reference to the matters of AEES, Academic matters, Grievance and other Information on.

#### **2. e-Contents prepared by Teachers of AEES:**

For Class VI: [http://www.aees.gov.in/htmldocs/econtents\\_vi.html](http://www.aees.gov.in/htmldocs/econtents_vi.html)

For Class VII: [http://www.aees.gov.in/htmldocs/econtents\\_vii.html](http://www.aees.gov.in/htmldocs/econtents_vii.html)

For Class VIII: [http://www.aees.gov.in/htmldocs/econtents\\_viii.html](http://www.aees.gov.in/htmldocs/econtents_viii.html)

For Class IX: [http://www.aees.gov.in/htmldocs/econtents\\_ix.html](http://www.aees.gov.in/htmldocs/econtents_ix.html)

For Class X: [http://www.aees.gov.in/htmldocs/econtents\\_x.html](http://www.aees.gov.in/htmldocs/econtents_x.html)

#### **3. Payment of online Fees:**

<https://www.onlinesbi.com/sbicollect/icollecthome.htm>

#### **4. Achievements of Our Students:**

[http://aees.gov.in/htmldocs/students\\_corner.html](http://aees.gov.in/htmldocs/students_corner.html)

#### **5. Holiday and Vacation schedule of AEES:**

<http://aees.gov.in/htmldocs/calendar.html>

#### **6. Grievance/Suggestion Portal of AEES:**

[http://183.87.247.9:8049/suggestion\\_default.aspx](http://183.87.247.9:8049/suggestion_default.aspx)

7. <https://www.education.gov.in/en-> It is Government portal of Ministry of Education to get acquaintant with the education policy and latest developments and initiatives in Education.

8. <https://ncert.nic.in>: This is Government portal providing information on the syllabus, study material and books prescribed for all the classes. This body conducts NTSE(National Talent Search Examination) for the students.
9. <http://cbseacademic.nic.in/index.html>: This is a CBSE Academic website and is quite useful to get updated with the CBSE Examination Information, sample Question papers and circulars pertaining to Academics
10. Your School website Particulars

DATE	ASSIGNMENT/HOME WORK



DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK



DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK

DATE	ASSIGNMENT/HOME WORK


### LEAVE RECORD

Date	Reason for absence	Sign. of the Parent	Class Teacher's Remarks	Sign. of the Class Teacher	Sign. of HM / VP / Principal

### LEAVE RECORD

Date	Reason for absence	Sign. of the Parent	Class Teacher's Remarks	Sign. of the Class Teacher	Sign. of HM /VP / Principal

### LEAVE RECORD

Date	Reason for absence	Sign. of the Parent	Class Teacher's Remarks	Sign. of the Class Teacher	Sign. of HM / VP / Principal

**Principal's/ Vice Principal's/ Headmaster's remark pages**

<b>Date</b>	<b>Remarks</b>	<b>Sign. of the Principal</b>	<b>Remarks</b>	<b>Sign. of the Parent/ Guardian</b>



**Principal's/ Vice Principal's/ Headmaster's remark pages**

<b>Date</b>	<b>Remarks</b>	<b>Sign. of the Principal</b>	<b>Remarks</b>	<b>Sign. of the Parent/ Guardian</b>

### TEACHER'S REMARKS

Date	Remarks of the Teacher	Sign. of the Teacher	Remarks of the Parent/ Guardian with Sign.	Sign. of the Principal

### TEACHER'S REMARKS

Date	Remarks of the Teacher	Sign. of the Teacher	Remarks of the Parent/ Guardian with Sign.	Sign. of the Principal

**PARENT / GUARDIAN'S REMARKS**

<b>Date</b>	<b>Remarks</b>	<b>Sign. of the Parent / Guardian</b>	<b>Sign. of the Class Teacher</b>

**PARENT / GUARDIAN'S REMARKS**

<b>Date</b>	<b>Remarks</b>	<b>Sign. of the Parent / Guardian</b>	<b>Sign. of the Class Teacher</b>

## APPLICATION FOR RAILWAY CONCESSION FORM FOR STUDENTS

### (For Home Town Only)

**Note:** This proforma is to be filled in and handed over to the office at least 7 days before the expected date of booking of the ticket.

### PROFORMA

1. Name of the Pupil: \_\_\_\_\_
2. Class: \_\_\_\_\_
3. Sex : Male /Female: \_\_\_\_\_
4. a) Date of Birth: \_\_\_\_\_  
b) Completed age: \_\_\_\_\_
5. Home Town/Village: \_\_\_\_\_
6. a) Outward journey from Rly. Station: \_\_\_\_\_  
\_\_\_\_\_ on date \_\_\_\_\_  
b) Name of Railway Station: \_\_\_\_\_  
c) Book Station: \_\_\_\_\_
7. a) Inward Journey from Rly. Station: \_\_\_\_\_  
b) Name of the Railway Station: \_\_\_\_\_  
c) Book Station: \_\_\_\_\_

Certificate that the Home Town of my ward as declared above is correct.

Date

Signature of the Parent /Guardian

Name of the Parent /Guardian \_\_\_\_\_  
(In Block Letters)

Address: \_\_\_\_\_  
\_\_\_\_\_

Sign. of Class Teacher

Principal

Concession Form No. and date of issue	

Clerk \_\_\_\_\_

**NOTE:**

- 1) Railway concession forms will be issued to the students to travel to and from Home Town only.

The term “HOME” denotes:

- (i) Native Place of the Student

OR

- (ii) The place where the parent or if no parent is alive the guardian of the student normally resides.

- 2) Application for Railway Concession form for all the children of a parent studying in AEC School should be submitted at one and the same time.
- 3) If the children of a parent are studying in different AEC School, all their applications should be submitted in the school where the eldest child is studying.
- 4) Railway concession forms will be issued for Mid-term Vacation and Summer Vacation, but not for winter break.

## APPLICATION FOR RAILWAY CONCESSION FORM FOR STUDENTS

### (For Home Town Only)

**Note:** This proforma is to be filled in and handed over to the office at least 7 days before the expected date of booking of the ticket.

#### PROFORMA

1. Name of the Pupil: \_\_\_\_\_
2. Class: \_\_\_\_\_
3. Sex : Male /Female: \_\_\_\_\_
4. a) Date of Birth: \_\_\_\_\_  
b) Completed age: \_\_\_\_\_
5. Home Town/Village: \_\_\_\_\_
6. a) Outward journey from Rly. Station: \_\_\_\_\_  
\_\_\_\_\_ on date \_\_\_\_\_  
b) Name of Railway Station: \_\_\_\_\_  
c) Book Station: \_\_\_\_\_
7. a) Inward Journey from Rly. Station: \_\_\_\_\_  
b) Name of the Railway Station: \_\_\_\_\_  
c) Book Station: \_\_\_\_\_

Certificate that the Home Town of my ward as declared above is correct.

Date

Signature of the Parent /Guardian

Name of the Parent /Guardian \_\_\_\_\_  
(In Block Letters)

Address: \_\_\_\_\_  
\_\_\_\_\_

Sign. of Class Teacher

Principal

Concession Form No. and date of issue	

Clerk \_\_\_\_\_



## TIME TABLE

PERIOD	1st	2nd	3rd	4th	<div>R  E  C  E  S  S</div>	5th	6th	7th	8th
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

# REVISED TIME TABLE

PERIOD	1st	2nd	3rd	4th		5th	6th	7th	8th
Monday					<b>R E C E S S</b>				
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

# REVISED TIME TABLE

PERIOD	1st	2nd	3rd	4th	<b>R  E  C  E  S  S</b>	5th	6th	7th	8th
Monday									
Tuesday									
Wednesday									
Thursday									
Friday									
Saturday									

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