

CAMBRIDGE SCHOOL



WE LEARN TO SERVE

1931

## **CAMBRIDGE SCHOOL INDIRAPURAM**

Cambridge School, Indirapuram was established on April 15, 1999. It has been growing steadily since and currently has a strength of around 2000 students. It is a co-educational, English medium, private school affiliated to the Central Board of Secondary Education and offers a wide choice of subjects in Science, Commerce & Humanities.

An attractive building and an inviting and welcoming atmosphere make the students of Cambridge School Indirapuram feel safe and comfortable. The school campus has over 52 classrooms, 2 libraries, 4 state-of-art science laboratories, 2 computer labs, 2 art rooms, 2 music rooms, a dance room, a seminar room, a math lab, a Geography room, a large multipurpose hall and a large playground. The school offers Taekwondo and Skating classes and has an Aeromodelling club. Coaching is provided in cricket, football, badminton and table-tennis.

Cambridge School Indirapuram offers a challenging and creative curriculum in the lower classes designed to stimulate deep understanding making learning enjoyable through a myriad activities and experiences. For older children, the school is known to foster strong student leadership skills by giving them the responsibility to plan and host inter school competitions.

Cambridge School Indirapuram achieves outstanding results in the Board Examinations year after year. Students have brought laurels to the School by securing the 4<sup>th</sup> rank in the Class X All India CBSE Examinations, 1<sup>st</sup> rank in International Commerce Olympiad and 1<sup>st</sup> rank in the Joint Admission Test conducted by Delhi University. Four students from various classes have represented the School in CBSE Nationals in the field of Shooting, Skating, Table Tennis & Cricket.

The school is about citizenship and its components – character, curiosity, competence and compassion. It is about to embark on a major initiative to promote environmental awareness and the sustainability ethic among its teacher and student communities. Living the vision, ‘We Learn to Serve’, of the Founder of Cambridge Schools, Mr. A C Deb, Cambridge School Indirapuram has a very strong Community Service Programme actively run by its students. The students conduct summer camps for underprivileged children, visit Old Age Homes and Orphanages and undertake Cleanliness, Tree Plantation and Book Donation drives.

CSI is part of a family of schools established by the Society for the Advancement of Education. The first Cambridge School was founded in 1931. There are presently five schools in the group with the others being located in Srinivaspuri, New Friends Colony, Noida and Greater Noida.

## **School Values**

It is well accepted that values are not taught to children, but are imbibed by them from the actions of the people they look up to, especially parents and teachers. Talking about what is good or bad without setting an example, would teach only hypocrisy and artifice.

It is our attempt, therefore, to create a culture in the class-room and the school, where the values we consider important are naturally absorbed and practiced. They are listed below with the wish that parents will practise them at home so that children are not confused by mixed or contradicting signals.

### **Justice**

Children have an innate sense of justice, which is frequently outraged by unfair treatment. Those frequently exposed to injustice, become cynical and learn that being 'good' does not matter. It will be our attempt to reinforce children's natural sense of justice and idealism by providing as fair an environment as possible.

Despite having said that justice is the most desirable of virtues, we know that life is frequently unfair - starting from the accident unequal birth to the natural inequalities of genetics. Our challenge is to give our children the sensitivity to recognize injustice; the courage to resist it wherever change is possible along with the wisdom to not let it immobilize them or make them cynical, whenever it must be accepted.

### **Courage**

We would like to teach our children to think for themselves and have the courage and integrity to stand up to opposition despite fear of ridicule or punishment.

We discourage a 'herd mentality' and the blind following of the latest fads.

### **Self-Esteem**

We believe that every human being needs affection and appreciation, particularly at a young age. It is the responsibility of the home and school to provide these so that the child grows up secure and self-assured.

Affection must be given to every child unconditionally, so that she feels that she is loved no matter what. The child must be able to take this affection for granted even when she has done poorly in exams or not won the race.

Appreciation, on the other hand, must be moderated, so that a child does not have an exaggerated sense of herself or her work.

Our aim is that our children grow up secure and confident but not brash and arrogant.

### **Concern for other people and civic sense**

Our children are encouraged to be concerned about other people, willing to listen and help in time of need and behave with genuine good manners and respect irrespective of social hierarchies.

Concern for other people would also extend to a civic sense and care of public property.

### **Concern for nature and other forms of life**

Human beings tend to forget that the planet is home to other species as well, and their claim on the earth is just as valid as ours. Being perhaps the most intelligent species, we must show our intelligence not only in technological progress but also in preserving the planet and its many forms of life.

We teach our children to enjoy nature and thereby have the motivation to conserve it. We encourage them to develop habits which are environmentally friendly.

### **Aesthetic sense**

To live a civilized life, it is important for people to have a sense of aesthetics in its widest meaning. It may not be possible for all of us to be artists and performers but we can all appreciate beauty around us, whether natural or man-made. This may be in the form of a lovely garden, beautiful images, joyful music, a well-structured argument or even an elegant equation!

Aesthetics and design are important in everyday life. From the choice of what we wear and the arrangement of our homes, to the myriad products we buy, design is an element we respond to almost subconsciously. A well-developed sense of aesthetics will, we believe, go a long way in creating a more beautiful world.

Aesthetics extends to keeping our rooms tidy, our kitchens clean and our streets free of waste.

### **Discerning of quality**

Children must set high standards for themselves and be conscious of quality in every task they undertake and every choice they make. To enable this, we attempt to make our children thinking individuals, discerning about the world around them and their own work.

The satisfaction which goes with a job well done is a reward we would like all our children to experience. It is this, we believe, that should provide the motivation to do anything at all – whether work or play. Appreciation from others, golden stars, trophies and high marks are external motivators which we will use carefully so that they do not become an end in themselves.

### **Life Skills**

Besides values which determine character, some life-skills go a long way in determining success and productivity. We will attempt to develop these in all our children:

- **The ability to concentrate** is a skill which is talked about by everyone from parents and teachers to successful entrepreneurs, psychologists and spiritual gurus. Called by different names – focus, flow, mindfulness or being in the zone – this skill is a key element for enhanced performance as well as for greater serenity and contentment.

We endeavour to provide a curriculum and an enabling atmosphere so that children develop the ability to focus on the task at hand, as well as enjoy keen engagement with what they learn.

- **The ability to think clearly and communicate with clarity**

The ability to think clearly is a critical skill. It enables us to cut through confusing and contradictory factors and make good decisions in personal and professional matters.

Clear thinking is the most critical ingredient of effective communication. It is only too common for writers and speakers to be wordy without saying very much, to use showy vocabulary but be unable to get through to their readers or listeners. Clarity of thought and therefore clarity in communication gets to the heart of the matter with elegance and simplicity. It is an essential leadership skill.

The school promotes spoken and written communication which reflect a clear and logical thought process.

- **Self-discipline**

Self-discipline is the ability to make yourself do what you know you should - when you don't want to. It converts goals and dreams into accomplishments.

We will give our students opportunities to develop habits of goal-setting, self-monitoring and self-assessment – skills which are particularly helpful, well after the discipline of parents and teachers is not there.

It is our aim that equipped with the values and skills learnt early on in school and at home, our children will make the most out of life – for themselves and for the community, fulfilling the motto of Cambridge School – We Learn to Serve.

## स्वयं विधाता हो हे मानव

स्वयं विधाता हो हे मानव  
अंतर में विश्वास जगाओ ।  
चलो न मिटते पद चिहनों पर  
अपने रस्ते आप बनाओ ।  
अपनी आत्म ज्योति से पुलकित  
अपने सूर्य स्वयं बन जाओ ।  
स्वयं विधाता हो हे मानव ।

### **Where the mind is without fear**

Where the mind is without fear  
and the head is held high  
Where knowledge is free  
Where the world has not been broken  
up into fragments by narrow domestic walls;  
Where words come out from the  
depths of truth;  
Where tireless striving  
stretches its arms towards perfection;  
Where the clear stream of reason  
has not lost its way into the  
dreary desert sand of dead habit;  
Where the mind is led forward  
by thee into ever widening  
thought and action into  
that heaven of freedom,  
my father,  
let my country awake.

*- Rabindranath Tagore*

## राष्ट्र गान

जन गण मन अधिनायक जय हे,  
भारत भाग्य विधाता  
पंजाब, सिंध, गुजरात, मराठा,  
द्राविड़, उत्कल, बंग,  
विंध्य, हिमाचल, यमुना, गंगा,  
उच्छल जलधि तरंग,  
तव शुभ नामे जागे,  
तव शुभ आशीष माँगे  
गाहे तव जय गाथा,  
जन गण मंगल दायक जय हे,  
भारत भाग्य विधाता ।  
जय हे, जय हे, जय हे,  
जय जय जय जय हे ।



## Rules and Norms

### School Timings

- Nursery and Prep: 9.00 a.m. to 1.00 p.m.
  - Classes I to XII: 8:00 a.m. to 2:10 p.m.
  - Office Timings: 8:00 a.m. to 4.00 p.m.
1. Students who come to the school on their own should arrive at the school five minutes before the morning bell rings. The school gates may be closed and the students denied entry for the day, if they arrive after the morning bell
  2. The second, fourth and fifth Saturdays, as well as other public holidays as per the School's holiday list, will be observed as closed days for the School's Administration Office.
  3. It is mandatory to carry the parent ID card when visiting the school for any reason.
  4. No student will be allowed to leave the premises during school hours unless permission has been sought in writing and given by the school counselor / Headmistress/ Vice Principal / Principal or medical officer.
  5. In case of a medical problem the Medical Officer, Counselor or Headmistress may decide to call the parents and ask for a child to be taken home

### School Visits and Interactions

1. Parents entering the school for any reason must have a valid school identity card with them. The security guards are instructed to check. Please co-operate with them as these steps are for the security of all the children.
2. On their visits, parents are required to go via the reception, which is their first point of contact in the school.
3. Parents must park their vehicles outside the school. The guard and the receptionist are representatives of the school and parents are expected to take direction from them during their visit.
4. Parents are not allowed to visit the classroom / playground during school hours.
5. Parents can meet teachers, with prior appointment, on working Saturdays specified in the school calendar, which is given in the school diary. If parents are coming to discuss academics, it is recommended that they bring along their child's copies. Except for these Saturdays, parents are requested to make prior appointment, through the school diary, with the teacher or counselor, when necessary.
6. Parents can keep track of their ward's academic performance/ homework/ assignments on the parent portal - <https://scm.v3m.in/cambridge/index.aspx>
7. Parent Teacher Meetings should be attended regularly. These meetings are held to discuss the performance and progress of the children.
8. Result declaration for first term Examination: October 15, 2022
9. Result declaration for the Academic Session 2022-23: March 24 & 25, 2023
10. The Principal / Vice Principal / Headmistress / Academic Supervisors will be available to meet parents on the PTM days

### Email ids / Contact Details:

School	<a href="mailto:contactus.csi@cambridgeschool.edu.in">contactus.csi@cambridgeschool.edu.in</a>
Finance	<a href="mailto:finance.csi@cambridgeschool.edu.in">finance.csi@cambridgeschool.edu.in</a>
Principal	<a href="mailto:info.csi@cambridgeschool.edu.in">info.csi@cambridgeschool.edu.in</a>
Uniform Shop	9891888249 (Mr. Bajaj)
Book Shop	9999933157 (Mr. Harsh Gupta)

## The School Diary

1. Every student must carry the diary to the school daily.
2. Parents must read the contents of the diary carefully, and abide by the rules laid down.
3. It is important to fill up the first pages of the diary. This information is required if the teachers need to get in touch with parents. This can sometimes be critical. Any changes in address or phone number must be communicated to the class teacher in writing, failing which the school may not be able to inform/consult parents in case of a medical emergency.
4. The school diary serves as a ready reckoner and planner. Besides being a convenient means of communication between the teacher and the parent, the children also use it for noting homework. Parents must go through the diary every day and sign entries from the school, if any.
5. If any parent wishes to meet a teacher, an appointment should be sought through the diary. The student should be instructed to show the parent's written note to the concerned teacher.
6. Comments made by parents in the diary should be confined strictly to the student's work and conduct. All other matters concerning the school should be dealt with separately. They are to be either conveyed personally or through separate letters / e-mails addressed to the Head of School at [info.csi@cambridgeschool.edu.in](mailto:info.csi@cambridgeschool.edu.in)
7. In case a child has visited the medical room, an SMS is sent to the parents

## Attendance and Absence

1. In case a student's attendance is less than 75 % in the first term, or in the academic session, he / she will not be assigned grades in the report card. Also, if the student's attendance is less than 60%, a report card will not be issued to him/her.
2. The parents of children who have been absent on the previous day must make an entry in the diary, in the pages given for this purpose. Children from class II onwards must also bring their own 'leave letter'. These must be addressed to the teacher and should be written by the children themselves. Parents are requested not to encourage children to give false reasons for their absence. The school does not believe in punishing or scolding children if they are absent and definitely not in teaching children to lie.
3. If the child is absent for a period of three days or more, parents should inform the school through written application/email addressed to the Principal supported with necessary documents
4. A student who is suffering from contagious or infectious disease should not be sent to school till she/he has fully recovered. Medical fitness certificate duly signed by a doctor must be submitted to the class teacher when the child returns to the school
5. The school reserves the right to take disciplinary action against a student who is irregular in attendance, or whose conduct in the school or outside is harmful to other students.
6. In case a student is absent for more than 10 days without information, his/her name will be struck off the rolls.

## School Fees

1. Fee bill will be uploaded on the parent portal at the beginning of every quarter.
2. Alterations on the fee bill will not be accepted.
3. The school fee including bus fee is due during the first 15 days of April, July, October and January each year. In case the last day for payment happens to be a holiday, the next working day will be considered the last day.
4. During the due period, parents can pay the fees by any one of the following methods:
  - a. Drop box at the school gate: By cheque/ DD along with the fee slip between 8.00 am to 2.00 pm. *(The DropBox will be available only during the due period)*
  - b. School office: By cheque along with the fee slip between 8.15 a.m. to 1.00 p.m.
  - c. Bank: By cash or cheque along with the fee slip at Indian Bank, Plot No. 8 , Gaur Gravity Mall, Shop No. 32 & 33 , Gaur Green City, Block B, Vaibhav Khand , Indirapuram, between 10.00 a.m. to 3.00 p.m. Monday to Saturday. (2<sup>nd</sup> and 4<sup>th</sup> Saturdays are bank holidays)
  - d. Online payment: through School website <https://ip.cambridgeschool.edu.in/online-fee-payment>
5. Cheques should be made in favour of 'Cambridge School Indirapuram'. Parents must write the student's name, class with section, admission number and a contact number on the reverse of the cheque.
6. The fee must be paid in full. Part payment is not accepted.
7. Post-dated cheques are not accepted.
8. Parents who wish to pay the fees in advance for the entire session may do so using the fee bills issued by the school. An incentive of ₹ 2500 will be given if the fees for the entire session is paid in advance in the month of April.
9. Bus fee, payable quarterly, will be charged along with the school fee except for class X and XII where the bus fee will be charged six-monthly. No bus fee is charged for the month of June. No bus withdrawal will be allowed in the fourth quarter.
10. A fine of ₹ 500/- would be charged in case a cheque is dishonoured for any reason.
11. Please note the fee schedule given below:

<b>First Quarter</b>		<b>Third Quarter</b>	
1 April to 15 April	Due Period	1 Oct to 15 Oct	Due Period
16 April to 25 April	Fine ₹ 100	16 Oct to 25 Oct	Fine ₹ 100
26 April to 05 May	Fine ₹ 500	26 Oct to 05 Nov	Fine ₹ 500
06 May to 15 May	Fine ₹ 1000	06 Nov to 15 Nov	Fine ₹ 1000
Subsequently	Fine ₹ 1500 per month	Subsequently	Fine ₹ 1500 per month
<b>Second Quarter</b>		<b>Fourth Quarter</b>	
1 July to 15 July	Due Period	1 Jan to 15 Jan	Due Period
16 July to 25 July	Fine ₹ 100	16 Jan to 25 Jan	Fine ₹ 100
26 July to 05 Aug	Fine ₹ 500	26 Jan to 05 Feb	Fine - ₹ 500
06 Aug to 15 Aug	Fine ₹ 1000	06 Feb to 15 Feb	Fine - ₹ 1000
Subsequently	Fine ₹ 1500 per month	Subsequently	Fine ₹ 1500 per month

12. Fine will be charged after the last day of payment as given in the fee bill. No reminder or intimation will be sent by the school. After the fine period is over, further delay would lead to the removal of the student's name from the school rolls.
13. Bus facility will be withdrawn from students if the due school fees are not received within one month of the due period.
14. In case of late payment of fees along with fine (also in case of dishonour of cheque), parents will be required to pay the fees, dishonour charges and fine, applicable as per schedule for that quarter, either online or by Demand Draft at the school's office.

### **Fee for optional activities**

1. Fees for all optional activities are payable along with the school fees.
2. All optional fees will remain applicable to a child unless a written application for withdrawal is received. Such application of withdrawal should reach the school office before 15<sup>th</sup> of the preceding month else fee for both months shall be charged as notice fee.
3. Unless an application for withdrawal is received in writing before the fees become payable, it will be taken that children opting for activities in the previous quarter will continue with those activities in the next quarter.

### **Withdrawal**

1. Only the parents/legal guardians of a student are authorized to submit an application for withdrawal of the student from the school. Such application requires signatures of both parents.
2. The application procedure for withdrawal from the school consists of completing the withdrawal form and the feedback form which are available in the school office, clearing all fees due and returning library books issued.
3. In case of withdrawal of a child from the school or from school bus (except in the last quarter) or from any optional activity, during the course of the session, one month's notice is required in writing.
4. If an application for withdrawal is received before the commencement of an academic session, fees if paid in advance shall be refunded after deduction of admission fee, applicable for the said session.
5. However, if an application for withdrawal is received after the commencement of an academic session but before fifteenth of a particular month, all applicable fee of that month will be payable as notice fee. Notice fee includes all fees applicable to a child. In case such application is received after fifteenth of a particular month, fees for the following month will also be payable as notice fee.
6. No bus withdrawal will be allowed in the fourth quarter.
7. Transfer Certificates are issued within eight working days, only after the above procedure has been completed.

## **School Transport**

1. The school has an arrangement with private vendors for plying different bus routes.
2. Students must wear their ID cards while using the school bus.
3. Students using school bus are not permitted to travel by other bus except the bus route allotted to them. They are expected to reach their bus stop 10 minutes before the arrival time of the bus.
4. Each student is expected to board and/or deboard the school bus only at his/her regular stop, not just anywhere as per his/her convenience.
5. Parents may help their wards to get on/off the bus but are not allowed to travel by the school bus.
6. Indiscipline in the school bus including vandalizing equipments, distracting bus driver, throwing items/objects outside the bus, misbehaviour with bus driver/conductor/bus teacher/fellow student will be viewed as a misconduct and will lead to suspension from school bus.
7. Requests for change of bus stop/route will not be entertained except in case of change of address. In case of change of address, a written application should be sent to the Head of School. Allotment of bus route will be subject to availability of seat.
8. The school will not be responsible for the transport arrangement made through private vehicles or for students who commute on their own.
9. Non-bus users should be dropped/picked up from the gate allotted to them.
10. The school management reserves the right to create / modify / discontinue bus routes without assigning reasons thereof.
11. Students cannot stop using bus service without written intimation to the school. In case of withdrawal through written application, one month's bus fee will be charged as notice fee. If no such application is received, bus fee will be charged for the entire quarter.
12. No bus withdrawal will be allowed in the last quarter of the year.
13. Bus fee is neither fully nor partially refundable under any circumstances.

## **Discipline**

1. The school gates will be opened for the students 15-20 minutes prior to the school time. Punctuality in reaching the school must be strictly followed.
2. Parents must ensure that students do not bring objectionable books, magazines, pictures etc. to the school, as these are strictly prohibited. Gold ornaments must not be worn and costly articles are not to be brought to the school under any circumstances. Mobile phones are prohibited in school. Students should be careful about his/her belongings. The school bears no responsibility for articles lost in the school.
3. If a student leaves the school premises without permission and is untraceable, the school will not be responsible for any mishap/ accident.

4. Changing of classroom between periods, going for P.T. or activities must be done in silence and in an orderly manner. When using staircases and corridors, all students must keep to the left.
5. Non-Sikh boys are not allowed to keep long hair. They must maintain a proper haircut at all times.
6. A student who uses unfair means during tests, examinations, etc. will be given a zero in the subject. Repetition of the same offence will result in dismissal.
7. In order to acquire a good command over English language, which is the medium of instruction, children should speak only in English in the school premises.
8. Students who use bicycles, are required to keep them locked at the cycle stand.
9. Students are strictly prohibited from driving motorised vehicles.
10. Students will not be permitted to attend telephone calls during school hours unless it is an emergency.
11. No student shall indulge in any of the following practices:
  - a. Spitting in or near the school building.
  - b. Smoking
  - c. Any form of gambling.
  - d. Rowdyism and rude behaviour.
  - e. Casteism, communalism or the practice of untouchability.
  - f. Use of drugs or intoxicants.
  - g. Bursting of crackers or splashing of colours in and around the school campus.
  - h. Use of violence which includes physical or sexual abuse, bullying or ragging.
12. Students are expected to be responsible for their own actions and show courtesy and respect to the staff, visitors and to one another.
13. The observance of school rules is an essential condition for a student's continuance in the school. In case a student violates the School rules or indulges in any form of indiscipline, strict action including suspension/expulsion/rustication shall be taken against him/her.
14. If the student has to carry a cell phone for any reasons, then he/she should deposit the mobile properly labelled with his/her name and cell phone number at the reception. If the student is found using or carrying a mobile, during school hours, the mobile will be confiscated and returned only after the student passes out of the school. A fine of Rs. 1000/- will be levied.

### **Damage to School Property**

1. Care must be taken of school property and no student should scratch or spoil the desks or chairs or damage school furniture.
2. Damage to school property will have to be paid for by the concerned student.
3. Strict action will be taken against a student found writing/defacing the school walls. Repetition of the offence will lead to dismissal from the school.

## **Children's Property**

1. All uniform items, books and stationery should have the name and class of the child to whom they belong. The school is not responsible for any loss.
2. Large sums of money, mobile phones, jewellery, expensive toys and other items should not be brought to the school.
3. Money carried to the school for the purchase of uniform or stationery purchase must be accompanied by a letter written by the parent, else it may be confiscated.

## **Social Responsibility**

1. In an effort to sensitize our students and instill a sense of responsibility towards those less fortunate than them, the school has a tradition of collecting 'Friday Collection' from children and teachers of classes I to XII. Contributions of outgrown clothes, toys and small amounts of cash (less than Rs.10) can be given to the class teachers on Fridays. These contributions are used by NGOs with whom our senior students interact, or they are used during national calamities.
2. The school also organises visits to the Old Age Home, Orphanage & Schools for Differently Abled as a part of the Community Service Programme.
3. The parents should guide children about traffic rules and ensure that their child does not drive four/two wheelers without having a proper driving licence. According to transport / traffic rules, passengers travelling in the bus/van should not take out any part of the body from the windows/door.
4. The school tries to develop eco-friendly habits in the children. Towards this end, we actively discourage the use of plastic and encourage children to re-use stationery whenever possible. Please do not send your child's lunch or other material which he/she might need to carry in a plastic bag.
5. As part of our efforts towards a healthy environment, we have pledged to be a 'single-use plastic free' school.

## **School Uniform**

1. On all working days, birthdays and school functions the children should come in full school uniform as prescribed for the season, unless otherwise instructed by their teachers.
2. The school uniform should be always clean, ironed and of the right size, and design.
3. Students must always have their nails trimmed, shoes polished and hair neatly combed. Nail polish, dangling ear adornments and fancy jewellery are not permitted. Trendy hairstyles, coloring and streaking of hair is not permitted.
4. Students should have their name, class and sections clearly marked on their sweaters, jackets, belts and shoes.

## **Identity Card**

1. Students must wear their identity cards during school hours and while travelling to and from school.
2. For new admissions, the ID card form is filled up along with the admission formalities.
3. In case an identity card is lost or parents wish to change the information on the card (for instance if there is a change of address), please send an application to the class teacher. The cost of the re-issue of the ID card will be Rs.50/-.
4. The parents must carry the Parent ID Card whenever they come to school.

## Birthdays & Gifts

1. On a child's birthday, parents are requested to send not more than a sweet or two for the children of the class. Anything more than this will be sent back. It is also suggested that some useful articles be donated for the school's Community Service Programme for underprivileged children.
2. While the school appreciates the children's affection and regard for their teachers, particularly on Teacher's Day, no flowers, readymade cards, pens or any gifts purchased from the market will be accepted. Any gifts on Teacher's Day, or any other occasion, must be hand-made by the children themselves.

## Medical Advisory

1. In case of sick leave, a medical certificate must be submitted along with the application.
2. All parents are expected to behave responsibly, not only towards the health of their own child, but also towards that of others. Children suffering from infectious diseases should not be sent to school till they are fully cleared by a doctor, and have observed the prescribed period of quarantine, which is given below for some common infections:
  - \* **Chicken Pox** - **3 weeks**
  - \* **Measles** - **2 weeks**
  - \* **Mumps** - **2 weeks**
  - \* **Conjunctivitis** - **1 week**
  - \* **COVID** - **In accordance with Govt. guidelines**
3. A medical fitness certificate, duly signed by a Registered Medical Practitioner, should be submitted at the time of re-joining. Quarantine period recommended -

## Subjects & Activities Offered

The Subject combinations offered for class XI are:

### SCIENCE-I

1.	2.	3.	4.	5.
English	Physics	Chemistry	Mathematics	Computer Science/ Physical Education

### SCIENCE-2

1.	2.	3.	4.	5. *
English	Physics	Chemistry	Mathematics/ Psychology/ Commercial Art / Physical Education	Biology/ Economics Sociology/ Geography

### COMMERCE

1.	2.	3.	4. *	5.
English	Business Studies	Accountancy	Mathematics / Psychology Informatics Practices / Commercial Art / Physical Education	Economics

### HUMANITIES

1.	2.	3.	4. *	5. *
English	History	Political Science	Mathematics / Psychology Informatics Practices / Commercial Art / Physical Education	Geography/ Economics / Sociology / Physical Education

\* Choose any one subject



## Cocurricular Activities offered:

### Classes III to V

1. Creative Dance
2. Sculpture
3. Chess
4. Non fire cooking
5. Sustainability Club
6. Table Tennis
7. Aero modelling (Paid Activity)
8. Drama
9. Create & Design
10. Taekwondo
11. Skating

### Classes VI to X

1. Vocal Music (Indian)
2. Vocal Music (Western)
3. Art & Craft
4. Photography
5. Sculpture
6. Dance- Classical
7. Dance-Western
8. Drama
9. Aeromodelling (Paid Activity)
10. Multimedia
11. Synthesizer
12. Guitar
13. Percussion
14. Non-Fire Cooking / Baking
15. Quiz and Heritage Club
16. Sustainability Club / Gardening Club
17. Health & Wellness / First Aid
18. Band
19. Interact Club
20. Public Speaking Club
21. Table Tennis

Though we try to give children the activity they choose, this may not always be possible, and the final decision would be the school's.

## Unit Tests & School Examination System

### Classes Nursery & Prep:

Continuous Evaluation and Report card shall be handed over after Term 1 & Term 2

### Classes I to VI

In keeping with the NEP 2020, the new scheme of assessments, being adopted by the Cambridge Schools moves towards shorter tests, based on smaller chunks of the syllabus.

After a concept has been taught in class, children will be given many opportunities to demonstrate their understanding. These assessments will emphasize the application of knowledge and concepts learnt as well as the essential skills of different subjects. The idea is to minimize rote learning.

The assessments for all subject areas will be in 4 learning cycles every year. Parents will receive a report on each learning cycle.

Months	Learning Cycle
Learning Cycle 1	April, May, July
Learning Cycle 2	Aug, Sept
Learning Cycle 3	Oct, Nov, Dec
Learning Cycle 4	Jan, Feb, Mar

Our request to parents is to not stress about the assessments, which will occur soon after every concept / chapter is completed. Children are expected to be regular with their classwork and homework and are encouraged to ask their teachers if they have difficulties.

### Classes VII & VIII

2 Periodic Assessments in the months of July & January  
1<sup>st</sup> Term in September & 2<sup>nd</sup> Term in March

### Classes IX

3 Periodic Assessments in the months of July, September & January  
Annual Exam in March

### Class X

3 Periodic Assessments in the months of July, September & January  
2 Pre-boards  
Board Exam in March / April

### Class XI:

2 Unit Tests July & January  
First Term in September & 2<sup>nd</sup> Term in March

### Class XII:

1 Unit Test in July  
First term in September & 2 pre boards  
Board Exam in March/ April

## Promotion Rule

- As per the CBSE, promotion rules are applicable for the students of classes IX – XII
- In case a student's attendance is less than 75%, he/she will not be allowed to take the final exam.
- It is mandatory to achieve 33% in theory & practical/ internal assessment separately for promotion to the next classes.

## Certificates & Principal's Award

- We at Cambridge, encourage the students to come forward and serve the school community while keeping a balance between the scholastic, co-scholastic and cocurricular areas. Every student of class XII is given the opportunity to be a part of this competition to be nominated for this award. Only a handful of them turn out to be the lucky recipient of this coveted award.
- It is the highest recognition which can be awarded to a student of Cambridge School Indirapuram.

## Educational Trips & Excursions

- The school organises educational trips, off-campus adventure camps and weekend excursions for the students of classes III to XII. In house adventure camps are organised for the students of classes Nursery to II.

## Medical Room

- The school's medical room is equipped to provide immediate first aid. All major expenses will be the responsibility of the parents/ guardians. Medical observations are communicated to the parents, through SMS. Should your child be allergic to any over-the-counter drugs, please mention it in the form given in the diary and also inform the Class teacher.
- In case of asthma and other allergies the Class teacher should be informed in advance. Emergency interventions like an inhaler, SOS medicine for epilepsy should be deposited with the Medical Officer.

## School Library

- Each student using the library from class IV upwards will be provided with one Borrower Card.
- If a book is not returned within the stipulated time, a fine of Rs.2/- per day will be imposed till the book is returned.
- A duplicate library card may be issued to a student by the Librarian, if informed in writing of the loss of the original card. A new card will be issued on payment of Rs.15/-
- Journals, magazines and reference books are to be handled with care in the library. Mutilation or disfiguring of a book/magazine etc. shall invite penalty/replacement.
- Each student shall record in his/her diary, names of the books he/she has read during the session.
- A student has to return the library card to the Librarian at the time of leaving the school.
- Loss of book is to be intimated in writing to the Librarian. It will either be replaced by the student or a fine of double the cost of the book will be levied by the school.

## School Canteen

- The School canteen is open for the students of classes III to XII during lunch break.
- Students of classes III, IV & V are allowed to visit the school Canteen only once a week.
- Students are not allowed to go to the canteen during classes.

## List of Holidays – 2022- 2023

Ram Navami	April 10, 2022	Sunday
Mahavir Jayanti	April 14, 2022	Thursday
Good Friday	April 15, 2022	Friday
Eid-ul-Fitr	May 03, 2022	Tuesday
Budh Purnima	May 16, 2022	Monday
Eid- ul-Zuha	July 10, 2022	Sunday
Moharram	August 09, 2022	Tuesday
Rakshabandhan	August 11, 2022	Thursday
Independence Day	August 15, 2022	Monday
Janmastami	August 19, 2022	Friday
Gandhi Jayanti	October 02, 2022	Sunday
Maha Ashtami,	October 03, 2022	Monday
Maha Navami	October 04, 2022	Tuesday
Dussehra	October 05, 2022	Wednesday
Eid-E-Milad	October 09, 2022	Sunday
Valmiki Jayanti	October 09, 2022	Sunday
Choti Diwali	October 23, 2022	Sunday
Diwali	October 24, 2022	Monday
Goverdhan Puja	October 25, 2022	Tuesday
Bhai Dooj	October 26, 2022	Wednesday
Guru Nanak's Birthday	November 08, 2022	Tuesday
Christmas	December 25, 2022	Sunday
Republic Day	January 26, 2023	Thursday
Maha Shivratri	February 18, 2023	Saturday
Holi	March 07, 2023	Tuesday