



**BETHANY CONVENT SCHOOL**  
**HS 11 C DELTA-II GREATER NOIDA**  
**UP-201310**

*This is to certify that*



Master/Miss ..... of Class

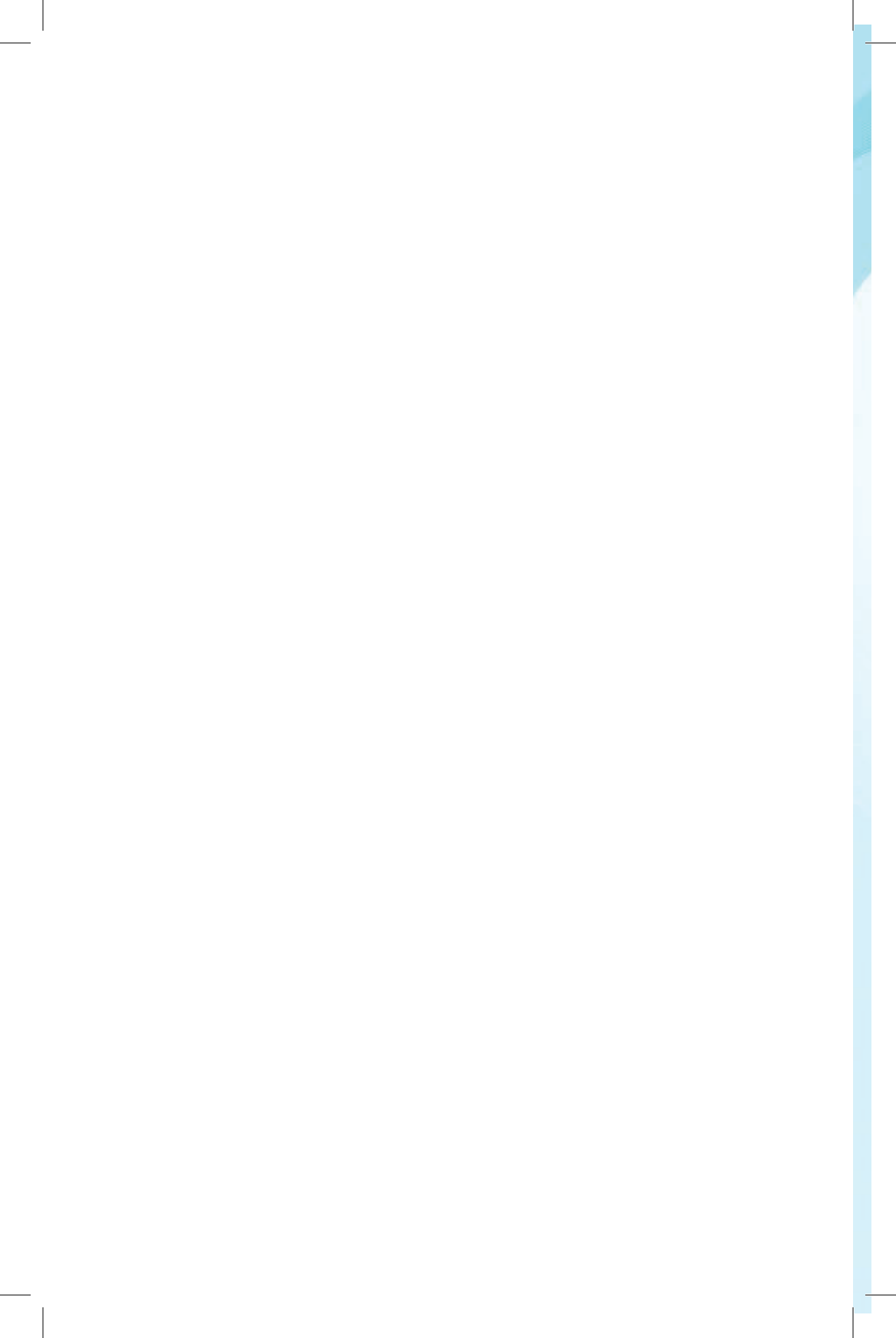
.....is a bonafide student of

**BETHANY CONVENT SCHOOL**

*During the academic session .....*

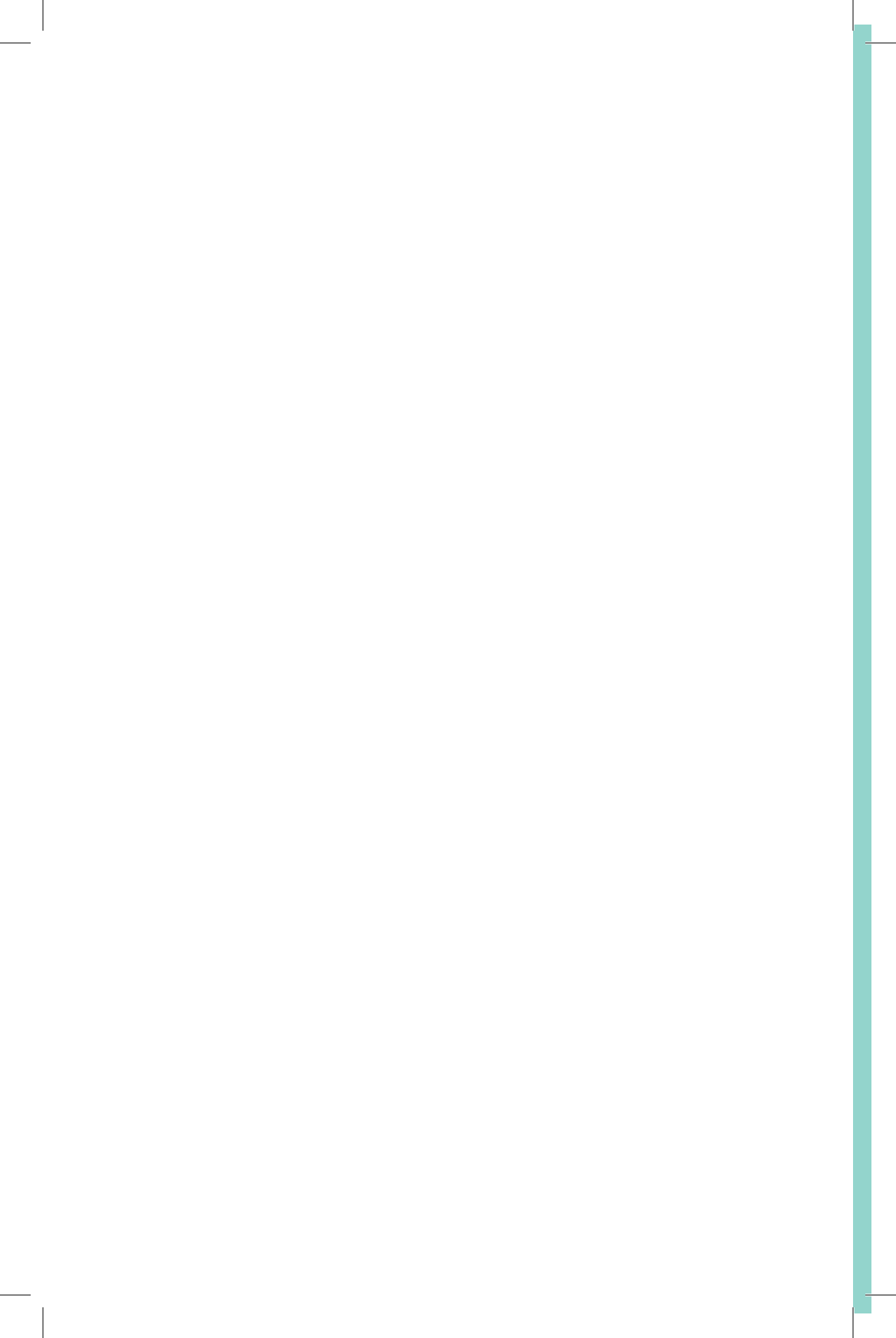
.....

Class Teacher



## *Important Points*

- ❖ This Almanac should be brought to school every day. Failure to produce it, will be penalized Rs. 100 per day.
- ❖ If this school almanac is lost or damaged, a fine of Rs. 200/- will be charged for replacement.
- ❖ Parents should read/understand all the details given in this almanac to motivate/ help your ward accordingly.
- ❖ Parents should sign the Green/Pink 5,7,16,22 pages and other pages on which sign is required, immediately after receiving the school almanac. (Mandatory)
- ❖ Affix a passport-size photo in regular uniform on page 1 for the Bethany Bonafide Certificate.



**DECLARATION BY PARENTS/GUARDIAN  
TEACHER'S COPY**

Please fill the form in block letters

Name: .....

Class: .....Section: .....Religion: .....

Admission No.: .....House: .....

Date of Birth: .....Blood Group: .....

Residential Address: .....

Name of Father : .....

Occupation :.....Mobile No.: .....

Occupation: .....Designation : .....

Office Address : .....

Office Mobile No. : .....

Name of Mother : .....

Occupation: .....Designation : .....

Office Address : .....

No. of Brothers/Sister Study in the school:.....

Name :.....Class & Section: .....

Name :.....Class & Section: .....

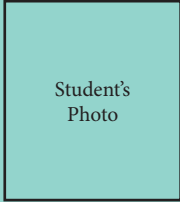
Mode of Conveyance : .....

Relationship with child: .....Mobile No. :.....

I have read the rules and the regulations of the school. I promise to abide by them and ensure that my child/ward also confirms to the standards required of her/him in conduct and studies. Specimen Signature of Parents.

Father..... Mother .....

Signature of Class Teacher : ..... Date.....





**DECLARATION BY PARENTS/GUARDIAN  
SCHOOL'S COPY**

Please fill the form in block letters

Name: .....

Class: .....Section: .....Religion: .....

Admission No.: .....House: .....

Date of Birth: .....Blood Group: .....

Residential Address: .....

Name of Father : .....

Occupation :.....Mobile No.: .....

Occupation: .....Designation : .....

Office Address : .....

Office Mobile No. : .....

Name of Mother : .....

Occupation: .....Designation : .....

Office Address : .....

No. of Brothers/Sister Study in the school:.....

Name :.....Class & Section: .....

Name :.....Class & Section: .....

Mode of Conveyance : .....

Relationship with child: .....Mobile No. :.....

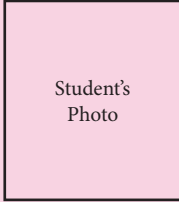
I have read the rules and the regulations of the school. I promise to abide by them and ensure that my child/ward also confirms to the standards required of her/him in conduct and studies. Specimen Signature of Parents.

Father.....

Mother .....

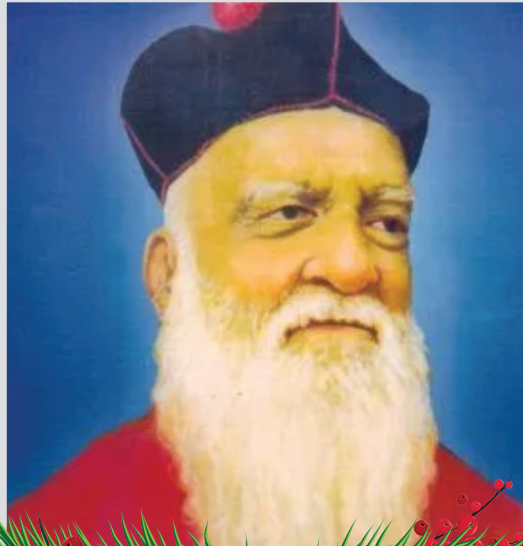
Signature of Class Teacher : .....

Date.....









## **SERVANT OF GOD**

*Raymond F.C. Mascarenhas*

**(23-Jan-1875 to 23-Dec-1960)**

Almighty God, our heavenly Father, we gratefully acknowledge, your plan for our salvation, which you realize, even by working miracles, through your chosen servant, R.F.C. Mascarenhas, as an example of, how to follow the footsteps of, your beloved son, Jesus Christ. With our whole heart, we pray that, you may lead us, through your Spirit, to imitate, his saintly life. Grant us also, the favour we ask as a sign that, he now shares, in the glory of, Risen Lord Jesus.

**FOUNDER OF THE CONGREGATION OF THE  
SISTERS OF THE LITTLE FLOWER OF BETHANY  
AND BETHANY EDUCATIONAL SOCIETY,  
MANGALORE**



# *Our Patron Saints*



  
**Pray for us**  
**Amen**



**“Education is not merely an instruction of the mind, but a formation of the heart, nurturing values that lead to character and service.”**

***Raymond F.C. Mascarenhas***



**“Cultivation of mind should be the ultimate aim of human existence.”**

***Dr. B.R. Ambedkar***



# Pledge

*I am proud to be an Indian. I believe that/ we are all God's children/ and therefore/ brothers and sister to one another, I know that/ some of my fellow countrymen /are Hindus, Muslim, Sikhs, or Christians/ and they all are a part of my own human family.*

*I pledge to love/ all my countrymen /regardless of their religion and region and to do all I can/ to make my country a great Nation /I also pledge to respect my country's environment/ so that/ the next generation/ can live in security and peace.*

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Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

**BETHANY CONVENT SCHOOL, GREATER NOIDA HAS ZERO TOLERANCE FOR BULLYING, PHYSICAL, MENTAL, OR IN THE CYBERSPACE, OBSCENITY, AND ANY TYPE OF SEXUAL OFFENCE BY ANYONE IN THE SCHOOL.**

- All incidents of intimidation against another, especially against junior students, by forcibly taking their belongings, food, etc are bullying.
- All direct or indirect remarks of obscene or sexual nature against and/or of another gender are very serious bullying.
- Posting or subscribing to posts offensive to another on the web is cyberbullying.
- All physical aggression leading to hurt or intimidation, including threatening physical action is also bullying.
- Carrying phones or other digital devices, which are in contravention of explicit school norms is a serious offense and will be dealt with seriousness, even expulsion. Contemplated action in this matter is the seizing of the material and kept in the school until the end of the session.
- Every incident must be reported and recorded and if proven correct, action would be taken immediately.
- Students who are habitually late to school may be stopped at the gate and sent back home. A student whose attendance falls short of 80% will not be eligible to appear for both Board/Home examinations. No request will be accepted as it is a mandatory requirement by CBSE rules.

I have read the rules of the school and agree to abide by them.

Name of Student .....

Father's Signature .....

Mother's Signature.....

Date:.....



## BETHANY CONVENT SCHOOL

Greater Noida- 201310

### GENERAL INFORMATION (Christian Minority Institution)

Bethany Convent School, HS 11C, Delta II, Greater Noida, was established in the year 2012 on July 10. It is a Christian Religious Minority Institution administered by the Sarvodaya Welfare Society, Kadru Road, Doranda Post, Ranchi, Jharkhand. The society is registered under the Society's Registration Act XXI of 1860 (Registration No.681- 2014-15).

The society has its head office at Ranchi. All the members of the Sarvodaya Welfare Society Ranchi, Jharkhand are Catholic nuns belonging to the Congregation of the Sisters of the Little Flower of Bethany.

The society runs formal and non-formal educational institutions all over the country. Bethany Convent School is conducted by the Bethany Sisters of Mangalore. They run educational institutions in different parts of the country and abroad; the institutions run by these sisters strive for the highest standard of education and enjoy an excellent reputation in India and abroad.

#### AIM AND OBJECTIVES

To provide a sound education designed to train its pupils for the world of tomorrow imbued with the zeal and spirit of service. The school strives to develop the whole personality (body, mind, and spirit) of the pupils in a climate of freedom and personal responsibility.

**Our Vision:** To promote the glory of God by the holiness of the members of our institution and the service of the Kingdom of God.

**Our Goal:** The goal of our educational endeavour is fullness of life for all, especially the marginalized, the rural poor, and the girls, through an integrated formation, in partnership with God to build His Kingdom.

#### OUR CORE VALUES

1. **God Experience:** To help the students to realize the presence of God within themselves and in others and teach them to pray and live in accordance with the dictates of God.
2. **Compassionate Love for all, Especially the poor and the Marginalised:** To motivate our staff and students to love compassionately the poor and the marginalized specially the rural poor and the girls.

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3. **Communion, Collaboration, Team Spirit: To inculcate the spirit** of teamwork and foster communion and collaboration in our institutions.
4. **Excellence in Terms of Developing Each one's Unique Potentialities to Build a Just and Humane Community:** To facilitate the staff and students to develop their multiple intelligences and also to enhance their positive self-image and self-esteem. To guide the pupils to seek knowledge that leads to truth and to make learning a joyful experience of discovery and creative thinking.
5. **Truth, Love, Justice, and Peace:** To respect and uphold the rights and dignity of every human being, to be loving, transparent, accountable, and just in our personal and institutional life, and work diligently for peace.
6. **Simplicity of Life Style and Dignity of Labour:** To instill in the staff and students the value of dignity of labour, simplicity of life and community service.
7. **Respect for Life, Nature, Cultures, Religions and Love for the Nation:** To promote love and profound respect for all forms of life, cultures, religions and nature.

#### A BETHANY STUDENT

1. Is always truthful and honest, whatever the cost.
2. Is always gentle, kind and courteous to elders, teachers and to one another.
3. Is loyal to the country and the school.
4. Is responsible and dutiful ready to help the parents and teachers in whatever work they can.
5. Is mindful of the class and school discipline and cleanliness.
6. Participates in various school and class activities and seeks the guidance of the parents and teachers to gain knowledge and develop the personality.
7. Is kind and sympathetic to the poor, weak, sick and old.
8. Be honest and truthful, punctual and diligent, courteous and friendly.
9. Respect all elders, help other and be kind to all.
10. Respect school property.
11. Respect National flag and National Anthem.

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12. Use excuse me, please, thank you and sorry every day.
13. Never use abusive language.
14. Say a prayer for peace every day.
15. Wash hands before and after meals.

### **RULES & REGULATIONS OF CBSE BOARD**

The CBSE board is responsible for conducting two major board examinations in our country:

I. The All-India Secondary School Examination for Class 10

II. The All-India Senior School Certificate Examination for class 12

The AISSCE exam conducted for class 12th is recognized and acknowledged for admission to undergraduate courses all over the world. The rules and regulations devised by the CBSE board to be followed by their schools are as under:

1. A student who attempts to take admission to a CBSE school can get admission only if she/he has been studying in a CBSE board-recognized or affiliated school or has passed an equivalent qualifying examination making him/her eligible for the same.
2. The class IX examinations are conducted internally by the schools themselves. It's from class X onwards that the students appear for all the Examinations.
3. The external examinations are conducted at the end of class X and class XII.
4. The board formulates its own curriculum for the exams held throughout the year which specifies the number of papers, duration of the examination, and marks for each subject/paper etc.

### **ADMISSION RULES**

The school is open for admission to both boys and girls irrespective of caste, creed or social status.

1. The right of admission is vested with the Management.
2. The early education segments are named Balvatika (Nursery- UKG)
3. A child who has attained the age of Three Years in which the admission is sought, is eligible for admission to Nursery.

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4. Admission to all higher classes will be governed by this rule.
5. A child who has previously studied in another recognized school will have to submit a Transfer Certificate from that school. Transfer Certificates from schools outside Greater Noida must be countersigned by the Education Officer of the District concerned. Government-issued Birth Certificates will have to be submitted for admission of a child who has not attended any recognized school previously. Special attention must be paid to entering correctly the name and date of birth of the child. Subsequent changes will not be permitted.
6. Admission is finalized strictly on merit after screening/interaction/test, as per the decision of the principal, and after payment of the prescribed fees.
7. School fees are subject to revision at the discretion of the Management.
8. A pupil joining the school for the first time must produce satisfactory evidence of his/her date of birth from the Municipality or Gram Panchayat (form 5) and an Aadhaar Card.
9. Date of birth once registered cannot be altered. The date of birth entered in the admission register at the time of admission to Nursery will be considered as the final record and no change based on will be made under any circumstances.

### **EXAMINATION RULES**

1. There will be 2 Term Exams and 2 Unit Tests that will be held in the whole Academic year to assess and observe each child on a particular syllabus.
2. Unit tests will be held in the month of July and November and Term Examination will be held in the month of September and February/ March every Academic year.
3. The Assessment and the Unit Tests shall not be anticipated or postponed for individual students.
4. Pupils absent for an examination for any reason will be re-examined and those who absent themselves from an examination without grave reason will be considered fail. In case of illness, a doctor's certificate will have to be produced. A Medical Certificate does not guarantee a promotion.
5. No candidate will be allowed to appear in any of the examinations unless all school dues have been paid in full.

6. The pupils are strictly forbidden to borrow stationery from their neighbours in the examination hall. Copying and consulting and carrying answer slips to the examination hall will be liable for punishment such as detention in the class.
7. The year's work will be taken into account for drawing, craft, dance, and physical education. No separate examination will be held in these subjects at the end of each term. Grades will be awarded for these subjects.
8. Promotion to a higher class depends upon-
  - a. Regularity in attendance (80%).
  - b. Regularity and quality of day-to-day participation in the class.
  - c. Completion of note copy and projects assigned by the subject teachers.
  - d. Clear pass in all the subjects in all the exams.
9. Results declared at the end of the year are final in all cases and will not be re-considered.
10. A pupil failing twice in the same class will have to discontinue his/her studies in the school.
11. A progress report is shown to parents after each Term. Parents are requested to sign the report and return it to the class teacher.

**CHEATING OR USING UNFAIR MEANS  
DURING THE EXAMINATION**

Students found using unfair means in the examination shall be punished, depending upon the seriousness of the offence as mentioned below.

1. If a student is found to have actually copied from the answer book of another, his/her answer for that question shall be cancelled. Further, up to 10 marks shall be deducted from the marks obtained by him/her on that paper. If in the opinion of the invigilator, a student is found helping another, he/she is also guilty and up to 10 marks shall be deducted from the marks obtained by him/her in that subject.

2. If any student is found possessing a written piece of paper or chit or a page torn out of a book or any other written matter on his/her hand, body or clothes, his/her examination paper shall be cancelled irrespective of whether he/she has actually copied from the material in his/her possession or not.
3. Any student misbehaving with the invigilator/Principal or threatening anyone, whether inside or outside the school campus shall immediately be expelled from the school.
4. The decision of the Principal in all such matters shall be final and binding on all concerned.

Parent's Signature

Teacher's Signature

Student's Signature

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### SCHOOL REGULATIONS

1. Bethany Convent School insists on strict punctuality, regular school attendance, regulations regarding uniform, cleanliness in dress, good grooming, and fidelity to study and work assignments. Absence from school for a mere social function is strongly discouraged.

### SCHOOL HOURS

**SUMMER:**

Nursery	:	9:00 am to 12: 00 Noon
LKG & UKG	:	7:45 am to 12: 00 Noon
Std I-VIII	:	7:45 am to 1:30 p.m.

School gate will be closed after the 2nd bell at 7:50 a.m.

**Main Office hours**

Summer	:	8:00 a.m. to 12:00 Noon
Winter	:	9:00 a.m. to 1:00 p.m.

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## **IMPORTANT**

1. Timings as shown above are subject to change according to weather conditions and other exigencies.
2. No school business will be transacted on Saturdays and holidays.
3. A pupil coming late will be marked absent and will be fined.
4. Students and teachers are expected to converse only in ENGLISH during school hours.
5. Students are not allowed to enter the neighbouring classrooms without the permission of the teacher.
6. No students should leave the school premises without the Principal's permission.
7. Students are not allowed to enter the staff room.
8. Students must be present on the reopening day without fail.

## **RULES FOR PAYMENT OF FEES**

1. All the fees are to be paid strictly in advance before 15th of the fee scheduled month. Fee may also be paid yearly, half-yearly or quarterly, or monthly before 15th of every month.
2. Fee must be paid even for those months during which students have been absent.
3. Parents are requested to keep the fee receipt issued to them and produce them as proof of payment if and whenever needed.
4. Fee should be paid by the 15th of April, July, October, and January
5. All the school dues must be cleared before the beginning of every term examination, failing which the student will be stopped from giving the examination.
6. Fine will be charged for those who intentionally pay late.

## SCHOOL UNIFORM SUMMER UNIFORM

Class	Boys	Girls
<b>Nur-UKG</b>	<ul style="list-style-type: none"> <li>• Half sleeves, light blue colour shirt with school monogram.</li> <li>• Check half pants</li> <li>• Navy blue socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• School belt.</li> </ul>	<ul style="list-style-type: none"> <li>• Half sleeves, light blue colour shirt with school monogram</li> <li>• Check skirt.</li> <li>• Navy blue socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• School belt.</li> </ul>
<b>I-V</b>	<ul style="list-style-type: none"> <li>• Half sleeves, light blue colour shirt with school monogram.</li> <li>• Black full pants with sky blue stripes in the pockets.</li> <li>• Navy blue socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• School belt.</li> </ul>	<ul style="list-style-type: none"> <li>• Half sleeves, light blue colour shirt with school monogram</li> <li>• Check skirt.</li> <li>• Navy blue socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• School belt.</li> </ul>
<b>VI-IX</b>	<ul style="list-style-type: none"> <li>• Half sleeves, light blue colour shirt with school monogram.</li> <li>• Black full pants with sky blue stripes in the pockets.</li> <li>• Navy blue socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• School belt.</li> </ul>	<ul style="list-style-type: none"> <li>• Half sleeves, light blue colour kurti with school monogram.</li> <li>• Black full pants with sky blue stripes in the pockets.</li> <li>• Navy blue socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• School belt</li> </ul>

## WINTER UNIFORM

Class	Boys	Girls
<b>Nur-IX</b>	<ul style="list-style-type: none"> <li>• Full sleeves, light blue colour shirt with school monogram. (Class III to V)</li> <li>• Grey full pants with sky blue stripes in the pockets. (Class III to V)</li> <li>• Black full pants with sky blue stripes in the pockets. (Class VI to IX)</li> <li>• Grey Sleeveless Sweater (with blue stripes on borders) with monogram.</li> </ul>	<ul style="list-style-type: none"> <li>• Full sleeves, light blue colour shirt with school monogram.</li> <li>• Full sleeves, light blue colour Shirt with school monogram. (Class VI-IX)</li> <li>• Grey full pant with sky blue stripes in the pockets.</li> <li>• Grey Sleeveless Sweater (with blue stripes on borders) with monogram.</li> <li>• Navy blue blazer with</li> </ul>

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<ul style="list-style-type: none"> <li>• Navy blue blazer with school monogram.</li> <li>• Grey colour socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• Navy blue cap and muffler.</li> <li>• School belt.</li> </ul>	<ul style="list-style-type: none"> <li>• school monogram.</li> <li>• Grey colour socks with BCS in white up to ankles.</li> <li>• Black shoes with laces.</li> <li>• Navy blue cap and muffler.</li> <li>• School belt.</li> </ul>
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<b>Class</b>	<b>Boys</b>	<b>Girls</b>
Sports Uniform Nursery -IX	<ul style="list-style-type: none"> <li>• House colour T-shirt.</li> <li>• White colour track pant.</li> <li>• White shoes with laces.</li> <li>• White socks.</li> </ul>	<ul style="list-style-type: none"> <li>• House colour T-shirt.</li> <li>• White colour track pant.</li> <li>• White shoes with laces.</li> <li>• White socks.</li> </ul>

#### NOTE

<b>Boys</b>	<b>Girls</b>
<ul style="list-style-type: none"> <li>• Neatly trimmed hair style.</li> <li>• Identity card is compulsory.</li> </ul>	<ul style="list-style-type: none"> <li>• Long hair- Two plaits with black rubber band.</li> <li>• Short hair- Two ponytails with black rubber band.</li> <li>• Very short hair- Bob cut with black hair band.</li> <li>• Identity card is compulsory.</li> </ul>

## **SCHOOL DIARY**

1. Every pupil must possess a copy of the School diary and song book which should be brought to School every day. Apart from entering anything except what is related to School legibly the name and other personal data, pupils should not enter in it anything except what is related to the school.
2. School diary is to be preserved carefully and no page from it should be destroyed or smudged.
3. Pupils must show to their parents/guardians whenever they are given a note by the Principal or teacher and obtain their signature. Entries by parents/guardians should also be shown to the Principal/Teacher.
4. Parents are expected to check thoroughly and sign their children's school diary every day.
5. If a pupil loses the diary, he/she will be subjected to disciplinary action, and a fine of Rs. 100/- will be levied and a new diary will have to be purchased.

## **ATTENDANCE**

1. Pupils must be punctual at the beginning of the day, for all subject classes and activities.
2. For every absence, a written statement, signed by the Parent/Guardian is required on the day the pupil returns. If a student is absent for more than 3 days for reasons of ill health, a certificate from a doctor is required stating illness and fitness.
3. A student who arrives late will need to bring an explanatory note from the parent/guardian.
4. All explanatory notes for absence/late arrival should be handed over to the class teacher. No one who is late or has been absent on the previous day will be admitted to the class, without the permission of the Principal.
5. Outside the vacation period pupils are not granted leave. Prior permission should be sought for absence from the school for any reason known or planned in advance.
6.
  - a. Students who are regularly sick and fall short of the required 80% of attendance may be asked to leave the school on grounds of physical unfitness.
  - b. No leave will be granted during the test week.
7. The application for leave should be made on the page set for the purpose in the school diary.

8. Those children, who have been sent from the school or have been struck off the roll are as a rule not readmitted. If readmitted, they will have to pay the admission fee again.
9. All pupils must return after holidays on the re-opening day after every vacation. Those who return late after the holidays will be fined Rs. 100/- per day of absence.
10. Students will not be allowed to leave school early unless parents/guardians present a written note to the office. Expressed permission by the Principal is necessary.
11. In case of infectious disease, the parents are required to submit a medical certificate to the effect that the child is fit to re-join.
12. Any unscheduled holidays may be made good by the school without prior intimation to teachers, parents & staff.
13. Confirmation regarding any unscheduled holidays can be done by checking the school website or the notice board at the gate but not with the Janitor.

## INFRASTRUCTURE

### SCHOOL PROPERTY

1. Proper care must be taken of the school property and no pupil should scratch or spoil the desks or chairs or damage any school furniture, write or draw anything on the walls, or in any way damage things belonging to others. Damages done even by accident should be reported at once to the class teacher or to the Principal. Any damage done will be made good by the one who does it. Anyone who sees something damaged should report the matter even if he/she does not know who has done it. No Pupils should bring razor blades or any sharp instruments to school.
2. Students shall cooperate with the library, computer, and laboratory staff, in maintaining order and discipline. Students shall take care not to cause damage or deface any of the materials, fixtures, and equipment that are provided.

### SCHOOL LIBRARY

Silence is to be observed in the library. Books issued are to be properly looked after and returned on the due date.

1. All pupils of the school are members of the library.
2. Every student should read a minimum of 6 English books and Hindi books and the prescribed magazines. One page summary of each book read must be shown to the language teachers. The name of the books read should be entered in the page given at the end of this diary.

3. A student may ordinarily borrow a book for a week, and may get it reissued for another week. No book that is in great demand shall be lent for more than four days.
4. Books will be issued to students during the library periods.
5. Reference books will not be issued. A member will be allowed to consult a reference book during school hours only.
6. The Librarian may call for a book at any time even if the normal period of loan has not expired.
7. If the date of issue/return of books happens to be a holiday, the issue/return of books shall stand postponed to the corresponding day of the following week.
8. If the book is not returned at the expiry of the period or after the librarian has called for it even within the period loan, a fine of Rs. 10/- per day will be charged. Fines shall be collected by the librarian and the fact notified in the defaulter's card.
9. In case a book is misused, wrongly handled, damaged, or lost, the person concerned will have to pay the full price of the book.
10. Defacing books in any form and by any means is strictly forbidden. Fine shall be levied for violating this rule. Earmarking of a book is not allowed.

### **LABORATORY**

1. Silence should be observed while doing practicals in the laboratory.
2. The instructions given by the teacher must be followed.
3. Students will be responsible for any breakage, or loss of the apparatus which is used in the experiment. Even breakage or loss should immediately be reported to the teacher. In case of any breakage, a fine will be charged.
4. Students should bring to the laboratory proper record books and note down observations immediately after the experiments are performed.
5. Students should wear a lab coat in the chemistry lab.
6. Students will hand over the chemicals and apparatus taken for the experiment to the teacher when the experiment is over. They should not take out or bring any chemical instruments to the laboratory.
7. Students should strictly adhere to safety rules and regulations while in the laboratory.
8. Students should use the computer for school activities only.
9. Students should not screw up with the computer system or setting. In case of any damage or inappropriate content, has to be informed to the teacher immediately.

## GUIDELINES FOR PARENTS

- The main purpose and objectives of this school is to make your child a good student, industrious, honest and truthful, just and fair in dealing with all. Please help us in this great noble task.
- In order to secure all that is best in the education of our children, maximum cooperation between parents and the school authorities is desired. Hence Parents/ Guardians are expected to cooperate with the school authorities by enforcing regularity and discipline, by seeing that they prepare their lessons daily, and come to school on time.
- Continuous reports about the conduct of your children will be sent by the teachers.
- When communicating with the Principal, Parents/ Guardians are requested to mention in their letter the Admission Number, Name of the Student, Class and Section etc.
- Parents must intimate to the school whenever their residential address or telephone number, or student email id is changed in order to communicate to them in urgent matters, in the interest of their child.
- Tiffin - Please ensure that your ward carries healthy food with a napkin and a water bottle every day to school.
- Diary- Parents must read the school diary so as to acquaint themselves with the acceptance for the same by signing in the school diary. It is compulsory for every parent to check their ward's diary every day so as to follow the timetable of the day or sign any note written by the class teacher. Personal details of the diary should also be duly filled up. The diary also enlists information regarding the holidays, parent-teacher meetings, and other activities.
- If for any reason a student is unable to wear a full school uniform at any time, the parent should inform the Class Teacher with a written note.
- Bringing cosmetics to school is prohibited.
- Parents are requested to co-operate with the school authorities in re-enforcing the educational values of neatness, politeness, and courtesy both at home and in school.
- A Parent/Guardian should respect the Principal and the staff at all times. Parents/guardians shall not criticize the Principal/staff in front of the students. It does more harm to the children than the staff.
- The school raises its funds for day-to-day expenses from the Parents/guardians in different heads. The school fee may be enhanced depending on the financial requirement of the school.

- The parent/guardian should be able to pay the fees decided by the management of the school from time to time. Correction work must be done regularly to ensure good performance.
- Books, notebooks, worksheets, files, etc. are to be covered & maintained neatly. File the worksheets regularly in the given file. Books are to be sent to the school according to the timetable.
- The Parent/guardian should not carry any polybags in the school premises. Any parent found carrying polybags will be charged 500/-.

### WITHDRAWAL/DISMISSAL

1. One calendar months' notice will have to be given for the withdrawal of the child from the school. However, full fees for the quarter will be charged.
2. All dues must be cleared and books and other school property items returned before the child is withdrawn and the transfer certificate obtained.
3. Duplicate copies of T.C. may be issued on payment of Rs. 100/-, applications will be processed within a maximum period of 3 days and in case of counter signature 10 days with the self-addressed envelope.
4. The management reserves to itself the right to dismiss any student.
5. The Principal is empowered to effect the withdrawal of a pupil or to remove the name of the pupil from the rolls of the school if in her opinion the progress of the pupil or conduct is unsatisfactory or whose parents/guardians show little interest in the progress of their wards. Immorality, insubordination, contempt of authority or damage to property, irregularity in payment of school fees, using unfair means during the examination, stealing or cheating, use of Pan, Pan Parag, Cigarettes, etc are always enough reasons for immediate dismissal.
6. The management may require the withdrawal of any student when satisfied that such a step is necessary for the interest of the school.
7. A student involved in any incident ever outside the school brings discredit to the institution, either because of its unpleasant nature or inviting criminal or legal action by police or the court will be dismissed from school without enquiry.

I have read the rules of the school and agree to abide by them.

\_\_\_\_\_  
Name of Father

\_\_\_\_\_  
Name of Mother

\_\_\_\_\_  
Signature of Father

\_\_\_\_\_  
Signature of Mother

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### **MEETING (P.T.M.)**

1. Parents/Guardians are not allowed to meet the teachers during class hours. Those wishing to visit the School or meet the staff of the School must first seek permission from the Principal.
2. Parents may meet the Principal any day from 9:30 a.m. to 11:30 a.m. in winter, and 9:00 a.m. to 11:00 a.m. in summer except on Saturdays and public holidays. Interviews at any other time may be held by appointment. Teachers may be contacted before or after class hours.
3. Periodic meetings of parents with the teacher will be arranged by the principal in order to ensure coordination in the progress of the children's education.
4. Parents who regularly fail to attend Parent-Teacher meetings will be deemed to be not interested in the student's education. Such a student may be asked to discontinue.
5. It is compulsory to attend the parent-teacher meetings on the scheduled date. Kindly adhere to the timings.

### **PERSONAL BELONGINGS:**

1. Money should not be lent or borrowed or articles exchanged between the students.
2. Burning crackers in the school or carrying inflammable material is considered by the school an indicator of intention to harm others causing disturbance and damage to any property and a serious violation of the fundamental tenets of the school, namely respect, and concern for one's fellow beings. Anybody found or reported to have carried this activity in the school either personally or through others will be suspended. It may even lead to dismissal after verification.
3. Every pupil should take care of his/her personal belongings. School authorities do not assume the responsibility for loss of such belongings.

### **CO-CURRICULAR ACTIVITIES:**

1. The school provides ample opportunities for students to take part in different co-curricular activities and thereby develop qualities of self-expression, self-confidence, self-discipline, purposefulness, endurance, decision-making, etc. which are needed for a full and fruitful life.
2. The school is grouped into four houses for the purpose of different activities and inter house championship trophy is awarded to the house that scores the highest number of points in the school year. Pupils are also given training in Music, Dance, Drawing, Painting, and other art forms.

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3. Inter-house debates and quiz competitions, talent shows, inter-house games and athletic and cultural competitions are the regular features of the school year. Students are to participate at least in two items as per the general instructions given by the school authorities.

### **EDUCATIONAL TOUR (K.G.-IX)**

1. Education tour helps a student to improve observation power, group dynamism, self-management, team spirit, leadership quality, and writing skills.
2. Educational tours are arranged by the school, every student is expected to go for the tour.
3. The class teacher accompanies the students.
4. Students should carry their own snacks and drinking water.
5. Although all educational tour groups generally return by the intimated time, there could be delays owing to traffic congestion and breakdowns. Parents are requested to bear with such a situation.
6. Students with previous records of indiscipline may be asked to abstain from the tour by the Principal.
7. The Principal for security reasons can at her discretion may cancel any educational tour at the last minute.
8. Students are not allowed to carry mobile phones & cameras.
9. In case of any accidents and loss of life school authority will not be responsible.

### **GENERAL DISCIPLINE**

1. It is vitally important that changes in residence/office addresses and telephone numbers are to be communicated in writing to the office immediately when they occur.
2. The school does not hold itself responsible for injuries sustained by pupil while in the school. However, first aid will be rendered immediately and injuries necessitating Hospital/OPD treatment attended to, without delay.
3. Pupils are advised not to have private tuitions. Parents are urged to encourage their children to do their daily work diligently and honestly and to pay utmost attention to the studies in the class room. If there is real need for help contact the Principal.
4. Parents are encouraged to have their children undergo medical examination regularly for general well-being, especially eye, ear and dental care.



5. Parents and/or pupils (individually or collectively) are forbidden to give gift to teachers. Neither parties nor gift presentations by students or parents on birthdays of students or such occasions are allowed. Token of flower or a sweet may be allowed.
6. Collection of funds for whatever use is forbidden without prior permission of the Principal. Students shall not sell or take orders for any merchandise in school or in the name of the school.
7. Pupils are required to behave politely and avoid using indecent language or actions injurious to the feelings of fellow students, teachers or others in this school. Any such behaviour indicative of hurting others, caste or community will attract serious disciplinary action.
8. In the absence of the Teacher from the classroom, pupils are required to observe silence and obey the Monitor of the class.
9. Fines, which may be deemed necessary to be imposed on the students, are only to improve or to enforce discipline.
10. Pupils may be required to take part in various co-curricular and extra 20 curricular activities even outside School hours. When so required participation will be deemed compulsory.
11. Staying away from mandatory school functions, including Annual day and Sports Day, without prior permission and/or justification will be considered a discipline default.
12. Each student's safety is a major concern of the School. Therefore, the following should be strictly observed: -
  - a. Students must wear an identity card with the school uniform.
  - b. Parents of pre-primary students are required to teach their children their names, address, and telephone numbers.
  - c. If the child has to go to a place other than the normal one, a note from the parents must be sent to School requesting permission and stating the reason for the child to go to a different address after school.
13. Parents are advised to inform the Principal about any problem they may be facing regarding their children keeping in mind that it is only with sincerity and openness of the parents that the School will be able to help their child to become a well-adjusted person and a strong character with right attitudes. Needless to say, the disclosures made will be treated with the utmost confidentiality.
14. Pupils are strictly forbidden to make purchases from unauthorized dealers in or near the School premises.
15. Any students found travelling at odd hours with fellow students in a motorized vehicle without their parent's permission and/or without

a proper valid license will be liable for disciplinary action, if this is brought to the notice of the School authorities.

16. Students as well as parents are reminded that the minimum passing mark in the School is 40% both in the terminal exams as well as in the final promotional exams.
17. Although the conservation of our environment is fundamental, it is also equally important that applications made to the Principal or the School office be done in a decent sheet of paper. Applications submitted to the office or to the Principal inappropriately will not be considered.
18. Children must be in their respective classrooms at least ten minutes before the time fixed for the assembly to commence.
19. All pupils are expected to be present for assembly during which they pray together.
20. Running, playing, shouting and whistling inside the school building is not permitted.
21. No books (other than the text and library books), newspapers or periodicals and electronic gadgets like Transistors, Cameras, and Mobile Phones etc. should be brought to the school. Rs. 500/-will be collected as fine if any one of these gadgets found in possession.

### **SPECIAL NOTE**

- Encourage your child to speak in English.
- Develop good reading habits.
- Spend quality time with your child.
- Due to the growing child sexual abuse faced in today's society, please be aware of the company your child keeps in the neighbourhood and family.
- Set a good personal example for your child.

With Regards  
Sr. Dr. Shilpa  
Principal

## DIET CHART

DAYS	PARTICULARS
Monday	<b>RICE PREPARATION</b> (Idly, Dosa, Poha, Pulao, Dal – Rice) with any fruit or salad.
Tuesday	<b>WHEAT PREPARATION</b> (Chapati, Puri, Stuffed Paratha, etc. accompanied with vegetables) with any fruit or salad.
Wednesday	<b>BREAD ITEM /SUJI/BESAN PREPARATION</b> (Uthappam, Sandwich, Chilla, Halwa) with any fruit or salad.
Thursday	Roti – Sabji with a small quantity of any fruit or salad.
Friday	Tiffin of your choice + One Fruit
Saturday	<b>RICE PREPARATION</b> (Idly, Dosa, Poha, Pulao, Dal – Rice) with any fruit or salad.

- Note: 1. “Say NO to all Junk food, Say YES to Veggies”.  
 2. Kindly send handkerchief and a small napkin & table mat daily in your child’s bag with name on it.

## SUMMARY OF THE PLANNER

1.	Reporting Dates for The New Session Class UKG-IX	<b>April</b>
2.	Summer Vacation	21st May to 30th June 2025
3.	Reporting After Summer Vacation Class Nur To IX	1st July 2025
4.	First Periodic Test	5th May to 10th May
5.	PTM	17th May 2025
6.	First Term Exam	15th Sep. to 26th Sep.
7.	PTM	4th Oct.
8.	Annual Function	Oct. 3rd Week Tentative
9.	Second Periodic Test	17th Nov. to 22nd Nov. 2025
10.	PTM	20th Dec. 2025
11.	Fr. Founder Death Anniversary	23rd Dec.
12.	Christmas Vacation	24th Dec. to 26th Dec. 2025
13.	Winter Vacation	1st January to 10th January 2026
14.	Fr. Founder Birth Anniversary	23rd January
15.	Second Term Exam	6th March to 18th March 2026
16.	Final PTM Result	Tentative

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## HOLIDAYS LIST 2025-2026

S.NO.	DATE	DAY	HOLIDAYS
1.	06-04-2025	Sunday	Ram Navami
2.	10-04-2025	Thursday	Mahavir Jayanti
3.	14-04-2025	Monday	Ambedkar Jayanti
4.	18-04-2025	Friday	Good Friday
5.	19-04-2025	Saturday	Holy Saturday
6.	12-05-2025	Monday	Buddha Purnima
7.	07-06-2025	Saturday	Bakrid-id
8.	06-07-2025	Sunday	Muharram
9.	16-07-2025	Wednesday	Foundation Day
10.	09-08-2025	Saturday	Raksha Bandhan
11.	16-08-2025	Saturday	Janmashtami
12.	05-09-2025	Friday	Id-e-Mila
13.	01-10-2025	Wednesday	Ram Navami
14.	02-10-2025	Thursday	Dussehra
15.	07-10-2025	Tuesday	Maharishi Valmiki Jayanti
16.	19-10-2025	Sunday	Narak Chaturdashi
17.	20-10-2025	Monday	Diwali
18.	22-10-2025	Wednesday	Gowardhan Puja
19.	23-10-2025	Thursday	Bhai Dooj
20.	05-11-2025	Wednesday	Guru Nanak Birthday
21.	24-11-2025	Monday	Guru Teg Bahadur Jayanti
22.	25-12-2025	Thursday	Christmas
23.	06-01-2026	Tuesday	Guru Gobind Singh Jayanti
24.	14-01-2026	Tuesday	Makar Sankranti
25.	01-02-2026	Sunday	Guru Ravi Daas Jayanti
26.	15-02-2026	Sunday	Maha Shivaratri
27.	04-03-2026	Wednesday	Holi

1. Wednesday and Saturday- P.T. Uniform
2. Every 4th Saturday P.T.M: 8:00 AM to 10:00 AM for all.
3. All Saturdays are holiday from NUR to UKG





**RECORDS OF BOOK/NOTEBOOK  
NOT BROUGHT TO SCHOOL**

Date	Subject	Teacher's Sign	Parent's Sign	Date	Subject	Teacher's Sign	Parent's Sign

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**RECORDS OF BOOK/NOTEBOOK  
NOT BROUGHT TO SCHOOL**

Date	Subject	Teacher's Sign	Parent's Sign	Date	Subject	Teacher's Sign	Parent's Sign

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**RECORDS OF BOOK/NOTEBOOK  
NOT SUBMITTED FOR CORRECTION**

Date	Subject	Teacher's Sign	Parent's Sign	Date	Subject	Teacher's Sign	Parent's Sign

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**TERM-I EXAMINATION (SEPTEMBER - 2025)  
NURSERY (ORAL), LKG AND UKG (WRITTEN)**

DATE	DAY	NURSERY	LKG	UKG
25-08-2025	MON	ENG ORAL	ENG (WRITTEN)	ENG (WRITTEN)
26-08-2025	TUE	MATHS/V.EDU	ENG (DICTATION)	HINDI (WRITTEN)
27-08-2025	WED	HINDI (ORAL)	MATHS (WRITTEN)	MATHS (WRITTEN)
28-08-2025	THU	EVS (ORAL)	EVS (WRITTEN)	EVS (WRITTEN)

**TERM-II EXAMINATION (NOVEMBER - 2025)  
NURSERY (ORAL), LKG AND UKG (WRITTEN)**

DATE	DAY	NURSERY	LKG	UKG
17-11-2025	MON	ENG ORAL	ENG (WRITTEN)	ENG (WRITTEN)
18-11-2025	TUE	MATHS/V.EDU	ENG (DICTATION)	MATHS (WRITTEN)
19-11-2025	WED	HINDI (ORAL)	MATHS (WRITTEN)	HINDI (WRITTEN)
20-11-2025	THU	EVS (ORAL)	EVS (WRITTEN)	EVS (WRITTEN)

**TERM-III EXAMINATION (MARCH - 2026)  
NURSERY (ORAL), LKG AND UKG (WRITTEN)**

DATE	DAY	NURSERY	LKG	UKG
06-03-2026	FRI	ENG ORAL	EVS (WRITTEN)	EVS (WRITTEN)
09-03-2026	MON	MATHS/V.EDU	ENG (DICTATION)	MATHS (WRITTEN)
11-03-2026	WED	HINDI (ORAL)	MATHS (WRITTEN)	HINDI (WRITTEN)
13-03-2026	FRI	EVS (ORAL)	ENG (WRITTEN)	ENG (WRITTEN)

**PERIODIC TEST-1 (MAY 2025) CLASSES I-II**

DATE	DAY	CLASS I	CLASS II
05-05-2025	MON	EVS	HINDI
06-05-2025	TUE	ENGLISH	V.EDU
07-05-2025	WED	V.ED	MATHS
08-05-2025	THU	HINDI	ENGLISH
09-05-2025	FRI	MATHS	EVS

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**TERM -1 (SEPTEMBER 2025) CLASSES I-II**

DATE	DAY	CLASS I	CLASS II
15-09-2025	MON	EVS	EVS
17-09-2025	WED	MATHS	V.EDU
19-09-2025	FRI	V.EDU	MATHS
22-09-2025	MON	HINDI	ENGLISH
24-09-2025	WED	ENGLISH	HINDI

**PERIODIC TEST-2 (NOVEMBER 2025) CLASSES I-II**

DATE	DAY	CLASS I	CLASS II
17-11-2025	MON	EVS	EVS
18-11-2025	TUE	MATHS	V.EDU
19-11-2025	WED	V.EDU	MATHS
20-11-2025	THU	HINDI	ENGLISH
21-11-2025	FRI	ENGLISH	HINDI

**TERM -2 (MARCH 2026) CLASSES I-II**

DATE	DAY	CLASS I	CLASS II
06-03-2026	FRI	EVS	EVS
09-03-2026	MON	MATHS	V.EDU
11-03-2026	WED	V.EDU	MATHS
13-03-2026	FRI	HINDI	ENGLISH
16-03-2026	MON	ENGLISH	HINDI

**PERIODIC TEST-1 (MAY 2025) CLASSES III-V**

DATE	DAY	CLASS III	CLASS IV	CLASS V
05-05-2025	MON	SCI	HINDI	MATHS
06-05-2025	TUE	ENGLISH	S.ST	SCI
07-05-2025	WED	S.ST	MATHS	HINDI
08-05-2025	THU	HINDI	ENGLISH	S.ST
09-05-2025	FRI	MATHS	SCI	ENGLISH

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**TERM -1 (SEPTEMBER 2025) CLASSES III-V**

DATE	DAY	CLASS III	CLASS IV	CLASS V
15-09-2025	MON	SCI	HINDI	MATHS
17-09-2025	WED	ENGLISH	SST	EVS
19-09-2025	FRI	S.ST	MATHS	SST
22-09-2025	MON	HINDI	ENGLISH	ENGLISH
24-09-2025	WED	MATHS	SCI	HINDI

**PERIODIC TEST-2 (NOVEMBER 2025) CLASSES III-V**

DATE	DAY	CLASS III	CLASS IV	CLASS V
17-11-2025	MON	MATHS	HINDI	MATHS
18-11-2025	TUE	ENGLISH	SCI	ENGLISH
19-11-2005	WED	SCI	ENGLISH	SST
20-11-2025	THU	SST	MATHS	HINDI
21-11-2025	FRI	HINDI	SST	SCI

**TERM -2 (MARCH 2026) CLASSES III-V**

DATE	DAY	CLASS III	CLASS IV	CLASS V
06-03-2026	FRI	SCI	HINDI	MATHS
09-03-2026	MON	ENGLISH	SCI	SST
11-03-2026	WED	SST	MATHS	HINDI
13-03-2026	FRI	HINDI	ENGLISH	SCI
16-03-2026	MON	MATHS	SST	ENGLISH

**PERIODIC TEST-1 (MAY 2025) CLASSES VI-VIII**

DATE	DAY	CLASS VI	CLASS VII	CLASS VIII
05-05-2005	MON	SCI	HINDI	MATHS
06-05-2025	TUE	ENGLISH	SST	SCI
07-05-2025	WED	SST	MATHS	HINDI
08-05-2025	THU	HINDI	ENGLISH	ENGLISH
09-05-2025	FRI	MATHS	SCI	SST

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**TERM -1 (SEPTEMBER 2025) CLASSES VI-VIII**

DATE	DAY	CLASS VI	CLASS VII	CLASS VIII
15-09-2025	MON	ENGLISH	HINDI	MATHS
17-09-2025	WED	SCI	SST	SCI
19-09-2025	FRI	SST	ENGLISH	HINDI
22-09-2025	MON	HINDI	MATHS	SST
24-09-2025	WED	MATHS	SCI	ENGLISH

**PERIODIC TEST -2 (NOVEMBER 2025) CLASSES VI-VIII**

DATE	DAY	CLASS VI	CLASS VII	CLASS VIII
17-11-2025	MON	ENGLISH	HINDI	MATHS
18-11-2025	TUE	SCI	SST	SCI
19-11-2025	WED	SST	ENGLISH	HINDI
20-11-2025	THU	HINDI	MATHS	SST
21-11-2025	FRI	MATHS	SCI	ENGLISH

**TERM -2 (MARCH 2026) CLASSES VI-VIII**

DATE	DAY	CLASS VI	CLASS VII	CLASS VIII
06-03-2026	FRI	ENGLISH	HINDI	MATHS
09-03-2026	MON	SCI	SST	SCI
11-03-2026	WED	SST	ENGLISH	HINDI
13-03-2026	FRI	HINDI	MATHS	SST
16-03-2026	MON	MATHS	SCI	ENGLISH

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**PERIODIC TEST -1 (MAY 2025) CLASSES IX**

DATE	DAY	CLASS IX
05-05-2025	MON	SCI
06-05-2025	TUE	ENGLISH
07-05-2025	WED	MATHS
08-05-2025	THU	HINDI
09-05-2025	FRI	SST
10-05-2025	SAT	AI

**TERM -1 (SEPTEMBER 2025) CLASSES IX**

DATE	DAY	CLASS IX
15-09-2025	MON	ENGLISH
17-09-2025	WED	SCI
19-09-2025	FRI	MATHS
22-09-2025	MON	HINDI
24-09-2025	WED	SST
26-09-2025	FRI	AI

**PERIODIC TEST -2 (NOVEMBER 2025) CLASSES IX**

DATE	DAY	CLASS IX
17-11-2025	MON	MATHS
18-11-2025	TUE	ENGLISH
19-11-2025	WED	AI
20-11-2025	THU	SCI
21-11-2025	FRI	HINDI
22-11-2025	SAT	SST

**TERM -2 (MARCH 2026) CLASSES IX**

DATE	DAY	CLASS IX
06-03-2026	FRI	HINDI
09-03-2026	MON	ENGLISH
11-03-2026	WED	SST
13-03-2026	FRI	MATHS
16-03-2026	MON	SCI
18-03-2026	WED	AI

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## SPECIAL ASSEMBLIES, EVENTS AND CELEBRATIONS 2025-2026

DATE	DAY	ACTIVITY	TEACHERS IN CHARGE
<b>April</b>		Re-Opening Day Assembly	VIII ABC
01-05-2025	Thu	Labour's Day Celebration	VII ABC
15-07-2025	Tue	Foundation Day/Environment Day	VI ABC
05-09-2025	Fri	Teacher's Day	Cabinet Members
14-11-2025	Fri	Children's Day	Teachers
Tentative		Investiture Ceremony	P.E. Teachers

DATE	DAY	ACTIVITY	HOUSE IN CHARGE
14-08-2025	Thu	Independence Day	Raymond House (Red)
18-10-2025	Sat	Deepawali	Mother Teresa House (Blue)
23-12-2025	Tue	Christmas	Swami Vivekananda House (Yellow)
26-01-2026	Mon	Republic Day	Martha House (Green)

## BETHANY CONVENT SCHOOL, GREATER NOIDA PRE-PRIMARY ACTIVITY CALENDAR 2025-2026

<b>April</b>				
S No.	Date	Day	Nursery- UKG	Teacher In charge
1.	04-04-2025	Friday	Hand Impression	Class Teacher
2.	11-04-2025	Friday	Bhangra (Baisakhi Celebration)	Class Teacher
3.	15 to 22-04-2025	Tuesday	Eco-Friendly (Earth Day)	Class Teacher
<b>May</b>				
4.	01-05-2025	Tuesday	Ramp walk (Labour Day)	Class Teacher
5.	09-05-2025	Friday	Thankyou Card Making	Class Teacher
6.	16-05-2025	Friday	Fun & Learn Day (Bag less day)	Class Teacher
<b>July</b>				
7.	04-07-2025	Friday	Vegetable Stamping	Class Teacher
8.	11-07-2025	Friday	School Safari	Class Teacher
9.	18-07-2025	Friday	Spring Fling (Origami Flower)	Class Teacher
10	25-07-2025	Friday	Fun & Learn Day (Bag less Day)	Class Teacher

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<b>August</b>				
11.	01-08-2025	Friday	My Healthy Fruit Basket	Class Teacher
12.	08-08-2025	Friday	Thread of Togetherness (Rakhi)	Class Teacher
13.	14-08-2025	Friday	Pot of Beauty	Class Teacher
14.	22-08-2025	Friday	Fun & Learn Day (Bag less Day)	Class Teacher
15.	29-08-2025	Friday	Umbrella Dance	Class Teacher
<b>September</b>				
16.	04-09-2025	Thursday	Twain My Teacher	Class Teacher
17.	12-09-2025	Friday	Abhivyakti (Hindi Recitation)	Class Teacher
18.	19-09-2025	Friday	Fun & Learn Day (Bag less Day)	Class Teacher
19.	26-09-2025	Friday	Garba Ramjat	Class Teacher
20.	30-09-2025	Friday	Gandhi March to Freedom	
<b>October</b>				
21.	10-10-2025	Friday	All About me Poster Making	Class Teacher
22.	17-10-2025	Friday	Diya Decor	Class Teacher
23.	31-10-2025	Friday	Fun & Learn Day (Bag less Day)	Class Teacher
<b>November</b>				
24.	07-11-2025	Friday	Discovery Day (Nature)	Class Teacher
25.	21-11-2025	Friday	Creative Conversation (Object Talk)	Class Teacher
26.	28-11-2025	Friday	Fun & Learn Day (Bag less Day)	Class Teacher
<b>December</b>				
27.	05-12-2025	Friday	Gratitude Month	Class Teacher
28.	12-12-2025	Friday	Sparkling Christmas Craft	Class Teacher
29.	19-12-2025	Friday	Carol Singing	Class Teacher
<b>January</b>				
30.	09-01-2026	Friday	Smokeless Cooking	Class Teacher
31.	16-01-2026	Friday	Poetry Parade	Class Teacher
32.	23-01-2026	Friday	Tie & Dye	Class Teacher
33.	30-01-2026	Friday	Fun & Learn Day (Bag less Day)	Class Teacher

Forests are the lungs of our land, purifying the air and giving fresh strength to our people.



## ACTIVITY CALENDAR CLASS I - II (2025-26)

<b>Intra Class Activities Class I-II</b>			
Date	Day	Activity	Teacher In charge
09-04-2025	Tuesday	English Calligraphy	Class Teacher
29-04-2025	Tuesday	Tool-Making/Mother's Day Card Making	Class Teacher
22-07-2025	Tuesday	Go Green Planting Trees	Class Teacher
29-07-2025	Tuesday	Library Visit	Class Teacher
02-09-2025	Tuesday	Teacher's Day Card Making	Class Teacher
07-10-2025	Tuesday	Hindi Poem Recitation	Class Teacher
02-12-2025	Tuesday	Master Chef Day	Class Teacher
30-12-2025	Tuesday	New Year Celebration	Class Teacher
13-01-2026	Tuesday	Kite Making	Class Teacher
27-01-2026	Tuesday	Cooking Without Fire	Class Teacher
<b>Intra Class Activities Class I-II</b>			
Date	Day	Activity	Teacher In charge
15-04-2025	Tuesday	Myself Oral	Class Teacher
08-07-2025	Tuesday	Calligraphy/Dictation	Class Teacher
05-08-2025	Tuesday	Rakhi Making	Class Teacher
12-08-2025	Tuesday	Patriotic Song Competition	Class Teacher
14-10-2025	Tuesday	Diwali bandhanwar Making/Diya Making	Art Teacher
09-11-2025	Tuesday	Nature Walk (Say 5-10 Sentences About Nature)	Class Teacher
11-11-2025	Tuesday	Solo Dance Competition	Class Teacher
16-12-2025	Tuesday	Christmas Carol Singing	Class Teacher
20-01-2026	Tuesday	Grandparent's Day Celebration	Class Teacher
<b>Inter Class Activities Class I-II</b>			
Date	Day	Activity	Teacher In charge
22-05-2025	Tuesday	Spell Bee English	Class Teacher
15-07-2025	Tuesday	Prayer Song	Class Teacher
26-08-2025	Tuesday	Show And Tell Competition	Class Teacher
30-09-2025	Tuesday	Story Telling On Gandhi Ji	Class Teacher
09-12-2025	Tuesday	Christmas Bell/Story Making	Class Teacher
<b>Inter House Sports Activities Classes I-II</b>			
Date	Day	Activity	Teacher In charge
13-05-2025	Tuesday	Collecting Cones	Sports Teacher
19-08-2025	Tuesday	Relay Race	Sports Teacher
28-10-2025	Tuesday	Flat Race	Sports Teacher
25-11-2025	Tuesday	Football	Sports Teacher

Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

## ACTIVITY CALENDAR CLASS III – V (2025-26)

Intra Class Activities Class III-V			
Date	Day	Activity	Teacher In Charge
09-04-2025	Wednesday	Hindi/English Calligraphy	Class Teacher
23-04-2025	Wednesday	Card making on Earth Day	Class Teacher
07-05-2025	Wednesday	Poetry exploration on Mother's Day	Class Teacher
30-07-2025	Wednesday	Friendship band making activity	Class Teacher
27-08-2025	Wednesday	Science quiz	Class Teacher
03-09-2025	Wednesday	Favourite Teacher Role play activity	Class Teacher
12-11-2025	Wednesday	Tombola	Class Teacher
Inter Class Activities Class III-V			
Date	Day	Activity	Teacher In Charge
09-04-2025	Wednesday	Me' in a minute	Class Teacher
30-04-2025	Wednesday	Bouquet making for labours' day	Class Teacher
09-07-2025	Wednesday	Poster making on Core Values	Class Teacher
06-08-2025	Wednesday	Rakhi making Activity	Class Teacher
15-10-2025	Wednesday	Diya or Pot Decoration Competition	Art Teacher
10-12-2025	Wednesday	Christmas Crib Competition	Class Teacher
Inter House Activities Class III-V			
15-07-2025	Wednesday	Quiz on Father Founder	Class Teacher
23-07-2025	Wednesday	School Anthem Competition	Class Teacher
13-08-2025	Wednesday	Patriotic Song Competition	Class Teacher
30-09-2025	Wednesday	Cleanliness Drive on Gandhi Jayanti	Class Teacher
29-10-2025	Wednesday	Carrom Competition	Class Teacher
17-12-2025	Wednesday	Christmas Cantata(carols)	Class Teacher
Inter House Sports Activities Class III-V			
Date	Day	Activity	Teacher In Charge
20-08-2025	Wednesday	Relay race	Sports Teacher
08-10-2025	Wednesday	Leg Cricket	Sports Teacher
26-11-2025	Wednesday	Kho-Kho	Sports Teacher
28-01-2026	Wednesday	Foot Ball	Sports Teacher

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## ACTIVITY CALENDAR CLASS VI-VIII (2025-26)

<b>Inter House Activities</b>			
<b>Date</b>	<b>Day</b>	<b>Activity</b>	<b>Teacher In charge</b>
09-Jul-2025	Wednesday	Role Play/Drama/Skit On Justice (International Day Of Justice)	Class Teacher
23-Jul-2025	Wednesday	Bethany Quiz (Core Values/ Father Founder)	Class Teacher
13-Aug-2025	Wednesday	Kite Making/Rakhi	Class Teacher
03-Sep-2025	Wednesday	Doha Recitation	Hindi Teacher
08-Oct-2025	Wednesday	Poster Making (World Mental Health Day)	Class Teacher
13-Nov-2025	Wednesday	English/Hindi Calligraphy	Class Teacher
<b>Intra-Class Activities Class VI-VIII</b>			
<b>Date</b>	<b>Day</b>	<b>Activity</b>	<b>Teacher In charge</b>
09-Apr-2025	Wednesday	My Role Model (Speaking Activity)	Class Teacher
7-May-2025	Wednesday	Photo Frame (Mother's Day)	Class Teacher
16-Jul-2025	Wednesday	Creative Writing English (Short Stories)	Class Teacher
20-Aug-2025	Wednesday	Clay Modelling (Lord Ganesha)	Class Teacher
15-Oct-2025	Wednesday	Role Play (Diwali)	Class Teacher
17-Dec-2025	Wednesday	Snow Man/Christmas Tree Activity	Class Teacher
<b>Inter-Class Activities Class VI-VIII</b>			
<b>Date</b>	<b>Day</b>	<b>Activity</b>	<b>Teacher In charge</b>
16-Apr-2025	Wednesday	Make A Planter with Waste Material	Class Teacher
23-Apr-2025	Wednesday	News Paper Reading	Class Teacher
14-May-2025	Wednesday	Cooking Without Fire	Class Teacher
30-Jul-2025	Wednesday	Science Quiz	Science Teacher
20-Nov-2025	Wednesday	Ppt On Disaster Management	Class Teacher
22-Jan-2026	Wednesday	Speech On Republic Day	Class Teacher
<b>Inter House Sports Activities Class VI-VIII</b>			
<b>Date</b>	<b>Day</b>	<b>Activity</b>	<b>Teacher In charge</b>
19-Nov-2025	Wednesday	Kabaddi	Sports Teacher
03-Dec-2025	Wednesday	Tug Of War	Sports Teacher
10-Dec-2025	Wednesday	Dodge Ball	Sports Teacher
21-Jan-2026	Wednesday	three-legged race	Sports Teacher

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## ACTIVITY CALENDAR CLASS IX (2025-26)

Inter House Activities			
Date	Day	Activity	Teacher In charge
09-07-2025	Wednesday	Mono Act (International Day of Justice)	Class Teacher
23-07-2025	Wednesday	Betheny Quiz (Core Values/ Father Founder)	Class Teacher
13-08-2025	Wednesday	Skit Group Competition (Theme-Patriotic)	Class Teacher
03-09-2025	Wednesday	Essay Writing (Hindi)	Hindi Teacher
08-10-2025	Wednesday	Poster Making (World Mental Health Day)	Class Teacher
12-11-2025	Wednesday	PPT On Girl Child Education and Women Empowerment	Class Teacher
Intra-Class Activities			
Date	Day	Activity	Teacher In charge
09-04-2025	Wednesday	Debate Use of Social Media (Speaking Activity)	Class Teacher
09-07-2025	Wednesday	JAM	Class Teacher
20-08-2025	Wednesday	Clay Modelling (Lord Ganesha)	Class Teacher
15-10-2025	Wednesday	Bandhanwar Making (Diwali)	Class Teacher
17-12-2025	Wednesday	Paper Origami (Christmas Activity)	Class Teacher
Inter-Class Activities			
Date	Day	Activity	Teacher In charge
16-04-2025	Wednesday	Making a wall hanging with waste material	Class Teacher
23-04-2025	Wednesday	Poem Recitation Competition	Class Teacher
14-05-2025	Wednesday	Cooking Without Fire	Class Teacher
30-07-2025	Wednesday	Science Quiz	Class Teacher
21-01-2026	Wednesday	Quiz on Indian Constitution and History	Class Teacher
Inter House Sports Activities			
Date	Day	Activity	Teacher In charge
06-08-2025	Wednesday	March Past Competition	Sports Teacher
29-10-2025	Wednesday	Shot Put	Sports Teacher
12-11-2025	Wednesday	Kho-Kho	Sports Teacher
03-12-2025	Wednesday	Long Jump	Sports Teacher

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## MY SEWA PROMISE FORM (ILLUSTRATIVE)

Dear Students,

SEWA is a firm step to prepare you for life. It is a voluntary project experience. You have to complete My SEWA Promise for and obtain prior approval for the activity/project. Selection of a SEWA activity, development, implementation of the proposal and evaluation of the activity is the responsibility of each student. Signature of the parent indicates review and approval of this proposal.

Brief description of the activity:

Duration (Day and Time) \_\_\_\_\_ Estimated Hour \_\_\_\_\_

Name of the mentor Teacher: \_\_\_\_\_

Student Signature: \_\_\_\_\_ Date \_\_\_\_\_

Parents Signature: \_\_\_\_\_ Date \_\_\_\_\_

### SEWA Hourly Schedule (Illustrative)

Hour Count	Date and Day	Proposed Activity Plan
Hour 1		
Hour 2		
Hour 3		
Hour 4		
Hour 5		
Hour 6		

Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

**Indiscipline, Disobedience, Misbehaviour, Late Etc.**

<b>Date</b>	<b>Fault</b>	<b>Warned by</b>	<b>Sign of Parent</b>
	Call the Parent		
	Call the Parent		
	Call the Parent		

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**Academic Faculty of Class .....**

<b>Sl. No.</b>	<b>Subject</b>	<b>No. of Notebooks</b>	<b>Name of the Subject Teachers/Incharge (To be filled with Pencil)</b>
1.	Academic Supervisor		
2.	Floor Supervisor		
3.	Class Teacher		
4.	CCA Co-Ordinator		
5.	Controller of Exams		
6.	Sports Co-Ordinator		
7.	Librarian		
8.	English		
9.	Hindi		
10.	Sanskrit		
11.	Mathematics		
12.	EVS		
13.	Science		
14.	Social Science		
15.	IT		
16.	GK		
17.	Art		
18.	Moral Science		
19.	Work Education		
20.	Dance		
21.	Music		
..... Sign of the Class Teacher			..... Sign of the parent

Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

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Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

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Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

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Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

**NOTICE**

Dear Parents,	Date.....
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Dear Parents,	Date.....
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Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

## NOTICE

Dear Parents,	Date.....
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Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

### ACKNOWLEDGMENT OF CIRCULAR

Date	Parents Signature	Class Teacher

### LIST OF LIBRARY BOOKS RECORDS

Date	Author	Title

Forests are the lungs of our land, purifying the air and giving fresh strength to our people.



## LATE COMING AND LATE PICK-UP RECORD

**Reporting Time:**  
• For Escort Teachers: Till 7.35 am  
• I to VIII Students: Till 7.50 am  
• NUR,LKG,UKG Students: Till 7.50 am

Assembly starting Bell/Late entry Bell/  
Main Gate Closing Bell:  
I-VIII Students  
NUR,LKG,UKG Students

S. No.	Date	Action taken for Late Coming	Penalty (Optional) details	Sign of Office I/C	Sign of Teacher I/C	Sign of Parents.
<b>ACTION TAKEN FOR LATE PICK UP.</b>						

**Late Coming and Late Pick up Norms:**

1. Only one line should be per late arrival/Late Pick up.
2. Reporting late to school due to traffic or other personal reason and distributing morning activities should be avoided. To avoid traffic related problems, students should start early home as required.  
Late comers will be sent back home after 3 warning entries.
3. The students reporting school after the late entry bell should stay at the securely cabin until attended by the in-charge teachers after the school assembly (National Anthem) including exam/class test days. No extra time will be provided for such student's degree exam.
4. Late Pick up of students (After 12.55 PM/2.30 pm) will be penalized (Rs 150) after 3 warning entries.  
Sign of the Parent .....

Forests are the lungs of our land, purifying the air and giving fresh strength to our people.

### ABSENCE & LEAVE

Date	No. of Days Absent	Reason	Parents/ Guardian's Signature	Principal's Signature

This must agree with the attendance Roll. No. explanation may be demanded in case of disagreement PARENTS AND GUARDIANS SHOULD MAKE A POINT TO USE THIS PAGE. Absence without leave is liable to punishment either in fine or any other form, at the Principal's discretion

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## SCHOOL FEE

Class ..... Sec. .... Adm. No. ....

Instalment	Date of fee Deposit	Parents/ Guardian's Signature	Verification Vice Principal /Class Teacher
1st to 15th April			
1st to 15th July			
1st to 15th October			
1st to 15th January			

## ATTENDANCE RECORD

Name ..... Class..... Sec .....

Month	No. of Working Days	No. of Days Present	Class Teacher's Signature	Parent's Signature
April				
May				
July				
Aug				
Sep				
Oct				
Nov				
Dec				
Jan				
Feb				
Mar				
Total				

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### TEACHER'S REMARK

Date	Duration	School Leaving Time	Subject/ Activity	Parents/ Guardian's Signature	Principal's Signature

### STAYING BACK AFTER SCHOOL

The Class/Subject teacher will note above if a student is required to stay back in school for remedial teaching or any other activity. Parents are required to note the information.

### PARENT'S REMARKS

Date	Remarks	Principal's Signature

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### GATE PASS RECORD

Sl. No.	Date	Time of leaving	Reason	Absent for	Sign of Parent	Sign of Principal/Office I/C

### GATE PASS RECORD

1. Parents should also sign in the gate pass register available at gate.
2. Once in school, students would not be allowed to leave the school except for sickness with valid reason.
3. The students those who are leaving in the middle of school hours due to any personal reasons will be penalized (Rs 150/-) compulsory & attendance will be marked as -Ab- including on exam day.
4. Parents are requested to plan properly before sending their wards to schools and avoid disturbing their wards and the school like bringing tiffin box, medicine, Homework etc.

Sign of the Parent: .....

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## PARENTS GATE PASS

On emergency in my absence, I authorize the following persons to take my ward from school after verifying my ID card from them.

1. \_\_\_\_\_

2. \_\_\_\_\_

3. \_\_\_\_\_

Signature of the Parent

Ph. No.: .....

(Parents have to send his /her ID card with the deputed person)

Parents are requested to check the school diary regularly and meet the teachers on every Saturday after dispersal.

**LKG- UKG CLASS TIMETABLE (TO BE FILLED BY PENCIL ONLY)**

DAY	SILENCE PERIOD 7:45 -7:55 am	ASSEMBLY 7:55- 8:10 am	ATTENDANCE 8:10- 8:15 am	PERIOD 1 8:15- 8:55 am	PERIOD 2 8:55-9:35am	PERIOD 3 9:35-10:15 am	BREAK LUNCH		PERIOD 4 10:35-11:15 am	PERIOD 5 11:15-11:55 am	CLOSING PRAYER 11:55 am	DISPERSAL 12 noon
FRI	Silence/Copy writing/ Homework Checking	Assembly, Yoga and Meditation										
THU												
WED												
TUE												
MON												

Note: 1. Parents are requested to check thoroughly before sending their wards with necessary textbooks/ notebooks as per the timetable and avoid sending unnecessary to reduce their bag load.

2. Interested parents can divide the textbooks & bind them separately as per the term-wise portion available with the Supervisors.

Sign of Class teacher ..... Sign of Parent/ Guardian .....

**CLASS TIMETABLE WITH ZERO PERIOD (TO BE FILLED WITH PENCIL ONLY)**

DAY	SILENCE PERIOD 7:50-8 am	ASSEMBLY 8:00-8:20 am	ZERO PERIOD 8:20-9:10 am	PERIOD 1 9:10-9:45 am	PERIOD 2 9:45-10:15 am	PERIOD 3 10:15-10:45 am	PERIOD 4 10:45-11:15 am	LUNCH BREAK			PERIOD 5 11:30-12 NOON	PERIOD 6 12:00-12:30 pm	PERIOD 7 12:30- 1 pm	PERIOD 8 1 pm- 1:30 pm		
SAT	Silence/Copy writing/Homework Checking	Assembly, Yoga and Meditation	Sports And Co-Curricular Activities													
FRI																
THU																
WED																
TUE																
MON																

- Note: 1. Parents are requested to check thoroughly before sending their wards with necessary textbooks/ notebooks as per the timetable and avoid sending unnecessary to reduce their bag load.  
 2. Interested parents can divide the textbooks & bind them separately as per the term-wise portion available with the Supervisors.

Sign of Class teacher ..... Sign of Parent/ Gaurdian .....



**CLASS TIMETABLE WITH REGULAR PERIOD (TO BE FILLED BY PENCIL ONLY)**

SAT	FRI	THU	WED	TUE	MON	DAY	SILENCE PERIOD 7:50 - 8 am	ASSEMBLY 8:00-8:20 am	PERIOD 1 8:20-8:55 am	PERIOD 2 8:55-9:30 am	FRUIT BREAK			PERIOD 3 9:35-10:10 am	PERIOD 4 10:10-10:45 am	LUNCH BREAK			PERIOD 5 11:05-11:40 am	PERIOD 6 11:40-12:15 pm	PERIOD 7 12:15-12:50 pm	PERIOD 8 12:50 pm-1:30 pm	
							Silence/Copy writing/Homework Checking	Assembly, Yoga and Meditation															

- Note:** 1. Parents are requested to check thoroughly before sending their wards with necessary textbooks/ notebooks as per the timetable and avoid sending unnecessary to reduce their bag load
2. Interested parents can divide the textbooks & bind them separately as per the term-wise portion available with the Supervisors.
- Sign of Class teacher ..... Sign of Parent/ Guardian .....



**Application for Transfer Certificate**

To,  
The Principal  
Bethany Convent School  
Greater Noida, UP

Respected Principal,

Kindly grant me Transfer Certificate of my child/ward. The necessary particulars are given below:

Surname ..... ADM No. ....

Name .....

Class..... Section ..... Roll No.....

Reason of Withdrawal.....

Address .....

.....

Phone No. ....

Principal's Signature

Date.....

(Parents/Guardian)

Signature



To,

The Principal  
Bethany Convent School  
Greater Noida, UP  
Dear Sister,

I Willingly and voluntarily permit my child namely

.....

of Std.....to go on an excursion /Class

Picnic /Day out .....Along with his/her

classmates provided it is organized by the school.

Yours faithfully

Date: .....

Parent's Signature



**BETHANY CONVENT SCHOOL,  
GREATER NOIDA**

**NO DUES CERTIFICATE (2 WEEK OF FEB 2025)**

Those who have not paid the fee they may not be allowed to sit for the final examination.

Name ..... Class ..... Sec .....

ADM No. ....Office .....School Fee.....

Submission Note Copy .....

Internal Assessment .....

Library books/fine .....Lab.....Computer.....

Sports.....

Note: After getting necessary clearance, this should be handed over to the class-teacher one week before commencement of Annual Examination. Cleared, to sit for Annual Examination.

Date .....Class Teacher .....

