

ALMANAC 2024-2025

Name:

Class : Sec:

Admission No:

Transport:

S. No	INDEX	Page
1	Vision, Mission & Our Core Values	
2	Biodata of the Pupil (Office Copy)	
3	Biodata of the Pupil (Teacher Copy)	
4	Biodata of the Pupil (Student Copy)	
5	Do's and Dont's for the students (Office Copy)	
6	Do's and Dont's for the students (Teacher Copy)	
7	Do's and Dont's for the students (Student Copy)	
8		
9	THE PHILOSOPHY / The “Concept of the School” / The unique features of our curriculum approach	
12	Legal Aspects	

13	Chairman Message	
14	Secretary Message	
15	Treasurer Message	
16	Principal Message	
22	National Anthem / Tamil Thaaai Vazhthu	
23	Kodi Paatu	
24	National Pledge	
32	Guidelines	
33	School timings	
34	School Working Hours / School Attire	
35	School Uniform Pattern	
36	Guidelines regarding Uniform	
37	School Uniform Defaulter Record	
38	Guidelines regarding Leave and Attendance	
39	Record of Late Coming to School	
40	Students Leave & Absence Record	
41	Guidelines to Parents	
42	Fee Collection	

43	Details of School Fee, Transport Fee, Food Fee	
45	Private - Transport / OWN –Transport / Withdrawal from School	
46	Tips for Students on Proper Grooming, Change of Address and Mobile Number	
47	Month wise Calendar	
48	Class Timetable	

TIME	PERIOD	
8:50 A.M.	Students report to school	
8:55 A.M.- 9:10 A. M.	Assembly	
9:10 A.M. – 9:15 A .M.	Movement Time	
9:15 A.M. – 9:55 A .M.	First Period	Block 1
9:55 A.M. – 10:35 A.M.	Second Period	
10:35 A.M. – 10:45 A.M.	Mid-Morning Break	
10:45 A.M. – 11:25 A.M.	Third Period	Block 2
11:25 A.M.. – 12:05 P.M.	Fourth Period	
12:05 P.M. – 12:50 P.M.	Lunch Break	
12:50 P.M. – 1:30 P.M.	Fifth Period	Block 3
1:30 P.M. – 2:10 P. M.	Sixth Period	
2:10 P.M. – 2:50 P. M.	Seventh Period	Block 4
2:50 P.M. – 3:30 P. M.	Eighth Period	
3:30 P.M. – 3:40 P. M.	Students Dispersal report to School transport	
3:45 P.M.	School Transport leaves & Private transport students leave	
3:45 P.M. – 4:45 P. M	ASEP & ICEP	

4:45 P.M. – 4:55 P. M	Students Dispersal report to School transport	
5 P.M.	School Transport leave	

SCHOOL TIMINGS

09:15 am- 3:30 pm

APRIL

Date	Day	Particulars	No of Working Days
1	Mon	New Academic year- begins	
2	Tue		
3	Wed		
4	Thu		
5	Fri		
6	Sat		
7	Sun	Holiday	
8	Mon	Bridge course	
9	Tue	Bridge course	
10	Wed	Bridge course	5
11	Thu	Bridge course	6
12	Fri	Bridge course	7
13	Sat		8
14	Fri		
14	Sun	Holiday	9
15	Mon	Bridge course	
16	Tue	Bridge course	10
17	Wed	Bridge course	11
18	Thu	Bridge course	12
19	Fri	Bridge course	13

20	Sat	Summer vacation begins for students	
21	Sun	Mahavir Jayanti	
22	Mon		
23	Tue	Teachers capacity Enhancement programme	
24	Wed	Teachers capacity Enhancement programme	
25	Thu	Teachers capacity Enhancement programme	
26	Fri	Teachers capacity Enhancement programme	
27	Sat	Teachers capacity Enhancement programme	
28	Sun	Holiday	
29	Mon		
30	Tue		

MAY

Date	Day	Particulars	No of Working Days
1	Wed		
2	Thu		
3	Fri		
4	Sat		
5	Sun	Holiday	

6	Mon		
7	Tue		
8	Wed		
9	Thu		
10	Fri		
11	Sat		
12	Sun	Holiday	
13	Mon		
14	Tue		
15	Wed		
16	Tue		
16	Thu		
17	Fri		
18	Sat		
19	Sun		
20	Mon		
21	Tue		
22	Wed		
23	Thu		

24	Fri		
25	Sat		
26	Sun		
27	Mon		
28	Tue		
29	Wed		
30	Thu		
31	Fri		

JUNE

Date	Day	Particulars	No of Working Days
1	SAT THU		
2	SUN		
3	MON	School reopens	
4	TUE		

5	WED	World Environment Day	
6	THU		
7	FRI	English club activity	
8	SAT		
9	SUN		
10	MON	Entry level Assessment for New Students	
11	TUE		
12	WED		9
13	THU		10
14	FRI		11
15	SAT	PTM – for newly admitted students	12
16	SUN		13
17	MON		14
18	TUE		
19	WED		15
20	THU		16
21	FRI		17
22	SAT		18
23	SUN		19
24	MON		20
25	TUE		
26	WED		21

27	THU		22
28	FRI		23
29	Sat	Intra school competition (English)	
30	Sun		24

JULY

Date	Day	Particulars	No of Working Days
1	MON		1
2	TUE		
3	WED	Theme –Myself (KG-GRADE II)	2
4	THU		3
5	FRI	English club activity	4
6	SAT		5
7	SUN		6
8	MON		
9	TUE		
10	WED		7
11	THU		8
12	FRI		9
13	SAT		10
14	SUN		11
15	MON	School Election (SPL,ASPL)	12
16	TUE		
17	WED	Theme-Colours (KG-GRADE II)	13
18	THU		14
19	FRI		15
20	SAT		16
21	SUN	School Theme Installation	17
22	MON	Periodic Assessment-1 (GRADE III-XII)	18
23	TUE	Periodic Assessment-1 (GRADE III-XII)	
24	WED	Periodic Assessment-1 (GRADE III-XII)	19
25	THU	Periodic Assessment-1 (GRADE III-XII)	20
26	FRI	Periodic Assessment-1 (GRADE III-XII)	21
27	SAT		22

28	SUN		23
29	MON		
30	TUE		
31	WED	Intra school competition (Tamil)	24



AUGUST

Date	Day	Particulars	No of Working Days
1	THU		1
2	FRI	English club activity	2
3	SAT	PTM-1	3
4	SUN	Inter School Meet-Arts & Crafts	4
5	MON		5
6	TUE		
7	WED	Theme –Shapes(KG-GRADE II)	6
8	THU		7
9	FRI	English club activity	8
10	SAT		9
11	SUN		10
12	MON		
13	TUE		
14	WED		11
15	THU	Independence day	12
16	FRI		13
17	SAT		14
18	SUN		15
19	MON		16
20	TUE		
21	WED	Theme –Vegetables (KG-GRADE II)	17
22	THU		18

23	FRI	Intra school competition (Math)	19
24	SAT	Scroll of Honour	20
25	SUN		21
26	MON	Periodic Assessment-2 (GRADE III-XII)	22
27	TUE	Periodic Assessment-2 (GRADE III-XII)	
28	WED	Periodic Assessment-2 (GRADE III-XII)	23
29	THU	Periodic Assessment-2 (GRADE III-XII)	24
30	FRI	Periodic Assessment-2 (GRADE III-XII)	25
31	SAT	Periodic Assessment- 2 (GRADE III-XII)	

SEPTEMBER

Date	Day	Particulars	No of Working Days
1	SUN		1
2	MON		2
3	TUE		
4	MON		3
5	TUE	Teachers Day	4
4	WED	Theme –Fruits (KG-GRADE II)	

5	THU	English club activity	5
6	FRI	Educational Expository (KG-GRADE II)	6
7	SAT		
8	SUN		
9	MON		7
10	TUE		8
11	WED		9
12	THU	Master Chef Day (KG GRADE II)	10
13	FRI		11
14	SAT		12
15	SUN		
16	MON		13
17	TUE		14
18	WED		15
19	THU	Scroll of Honour	16
20	FRI	Term 1-Assessment Begins	17
21	SAT		18
22	SUN	Holiday - Sunday	
23	MON	Term – 1 Assessment	19
24	TUE	Term – 1 Assessment	20
25	WED	Term – 1 Assessment	21
26	THU	Term – 1 Assessment	

27	FRI	Term – 1 Assessment	22
28	SAT	Play way Assessment (KG-GRADE II)	23
29	SUN		
30	MON	Intra school competition (Science)	

OCTOBER

Date	Day	Particulars	No of Working Days
1	TUE	Holiday - Sunday	
2	WED	Holiday - Gandhi Jayanthi Term I Holiday Begins	
3	THU	Term I Holiday	
4	FRI	Term I Holiday	
5	SAT	Term I Holiday	
6	SUN	Term I Holiday	
7	MON	Term I Holiday	
8	TUE	Holiday - Sunday	
9	WED	School Reopens after Term I Holidays	1
10	THU		2
11	FRI	English Club meeting	3
12	SAT	PTM- 2	4
13	SUN	Educational Expository (GRADE III -V)	5
14	MON		6
15	TUE	Holiday - Sunday	
16	WED	Theme –Plants (KG-GRADE II)	7
17	THU		8
18	FRI		9
19	SAT	Educational Expository (KG-GRADE II)	10

20	SUN		11
21	MON	Math Club meeting	12
22	TUE	Holiday - Sunday	
23	WED	Holiday - Ayudha Pooja	
24	THU	Holiday - Vijaya Dasami	
25	FRI		13
26	SAT	Scroll of Honour	14
27	SUN	Heritage Club meeting	15
28	MON	Science & Math Expo	16
29	TUE	Holiday - Sunday	
30	WED	Theme - Insects & Animals (KG-GRADE II)	17
31	THU	Intra school competition (Social)	18

NOVEMBER

Date	Day	Particulars	No of Working Days
1	FRI		1
2	SAT		2
3	SUN	Educational Tour-Middle School	3
4	MON		4
5	TUE	Holiday - Sunday	
6	WED	Theme - Festivals (KG-GRADE II)	5
7	THU	Science Club meeting	6
8	FRI	English Club meeting	7
9	SAT		8
10	SUN	Science Research Fest-Senior Secondary	9

11	MON	Holiday - Second Saturday	
12	TUE	Holiday - Diwali	
13	WED		10
14	THU	Children's day	11
15	FRI	Tamil Club meeting	12
16	SAT		13
17	SUN	Educational Tour-Senior Secondary School	14
18	MON	Math Club meeting	15
19	TUE	Holiday - Sunday	
20	WED		16
21	THU	Commerce Fest -Senior Secondary	17
22	FRI		18
23	SAT	Educational Tour-High School	19
24	SUN	Grand Parents Day-Primary classes	20
25	MON		21
26	TUE	Holiday - Sunday	
27	WED	Theme –Transports (KG-GRADE II)	22
28	THU	Scroll of Honour	23
29	FRI		24
30	SAT	Intra school competition (English)	25

DECEMBER

Date	Day	Particulars	No of Working Days
1	SUN		1
2	MON	Inter School Meet-Arts Mela	2

3	TUE	Holiday - Sunday	
4	WED		3
5	THU		4
6	FRI	English club activity	5
7	SAT		6
8	SUN	Virundhuombal (GRADE III-V) / Science Club meeting	7
9	MON	Holiday - Second Saturday	
10	TUE	Holiday - Sunday	
11	WED	Theme – Birds(KG-GRADE II)	8
12	THU		9
13	FRI	Heritage Club meeting	10
14	SAT	Tamil Club meeting	11
15	SUN		12
16	MON	Math Club meeting	13
17	TUE	Holiday - Sunday	
18	WED	Periodic Assessment -III (GRADE III-XII)	14
19	THU	Periodic Assessment -III (GRADE III-XII) Scroll of Honour	15
20	FRI	Periodic Assessment -III (GRADE III-XII)	16
21	SAT	Periodic Assessment -III (GRADE III-XII)	17
22	SUN	Periodic Assessment -III (GRADE III-XII)	18
23	MON	Periodic Assessment -III (GRADE III-XII)	19
24	TUE	Holiday - Sunday	
25	WED	Holiday -Christmas Winter Holiday	

26	THU	Winter Holiday	
27	FRI	Winter Holiday	
28	SAT	Winter Holiday	
29	SUN	Winter Holiday	
30	MON	Winter Holiday	
31	TUE	Holiday - Sunday	

JANUARY

Date	Day	Particulars	No of Working Days
1	WED	New Year –Holiday	
2	THU	School Reopens after winter holidays	1
3	FRI	English club activity	2
4	SAT	PTM-3 Theme – Community helpers(KG-GRADE II)	3
5	SUN	Educational Expository	4
6	MON	Science Club meeting / PTM- III (Grades IX – XII)	5
7	TUE	Holiday - Sunday	
8	WED		6
9	THU	English Club meeting	7
10	FRI		8
11	SAT		9
12	SUN	Pongal Celebration/ Tamil Club meeting	10
13	MON	Holiday - Second Saturday	

14	TUE	Pongal Holiday - Sunday	
15	WED	Pongal Holiday	
16	THU	Pongal Holiday	
17	FRI	Pongal Holiday	
18	SAT		11
19	SUN		12
20	MON	Art Expo	13
21	TUE	Holiday - Sunday	
22	WED		14
23	THU		15
24	FRI		16
25	SAT	Scroll of Honour	17
26	SUN	Republic day	18
27	MON	Math Club meeting / PTM- III (Grades I – VIII)	19
28	TUE	Holiday - Sunday	
29	WED	Intra school competition (English)	20
30	THU		21
31	FRI	Annual Day (GRADE-KG-IX)	22

FEBRUARY

Date	Day	Particulars	No of Working Days
1	SAT	Pre Board –II Begins for GRADE X & XII	1
2	SUN		2
3	MON	Periodic Assessment - IV	3

4	TUE	Periodic Assessment - IV	
5	WED	Periodic Assessment - IV	4
6	THU	Periodic Assessment - IV	5
7	FRI	Periodic Assessment - IV	6
8	SAT	English club activity	7
9	SUN		8
10	MON	Holiday - Second Saturday	
11	TUE	Holiday - Sunday	
12	WED		9
13	THU		10
14	FRI	Tamil Club meeting	11
15	SAT		12
16	SUN		13
17	MON	Farewell-(GRADE X & XII)	
18	TUE	Holiday - Sunday	
19	WED		14
20	THU		15
21	FRI		16
22	SAT		17
23	SUN		18
24	MON	Math Club meeting	19
25	TUE	Holiday - Sunday	
26	WED		20

27	THU		21
28	FRI	Intra school competition (English)	22

MARCH

Date	Day	Particulars	No of Working Days
1	SAT		1
2	SUN		2
3	MON	Holiday - Sunday	
4	TUE		3
5	WED		4
6	THU	English club activity	5
7	FRI		6
8	SAT		7
9	SUN	Holiday - Second Saturday	
10	MON	Holiday - Sunday	
11	TUE		8
12	WED		9
13	THU	Term II Assessment (GRADE III-IX & XI)	10
14	FRI	Term II Assessment (GRADE III-IX & XI)	11
15	SAT	Term II Assessment (GRADE III-IX & XI)	12
16	SUN	Term II Assessment (GRADE III-IX & XI)	13
17	MON	Holiday - Sunday	
18	TUE	Term II Assessment (GRADE III-IX & XI)	14
19	WED	Term II Assessment (GRADE III-IX & XI)	15

20	THU	Term II Assessment (GRADE III-IX & XI)	16
21	FRI	Term II Assessment (GRADE III-IX & XI)	17
22	SAT	Term II Assessment (GRADE III-IX & XI) Graduation Day -UKG	18
23	SUN	Term II Assessment (GRADE III-IX & XI)	19
24	MON	Holiday - Sunday	
25	TUE	Term II -Holiday for Students	
26	WED	Term II -Holiday for Students	
27	THU	Term II -Holiday for Students	
28	FRI	Term II - Holiday for Students	
29	SAT	Term II -Holiday for Students	
30	SUN	PTM - 4	20
31	MON	Holiday - Sunday	

[illegible]

