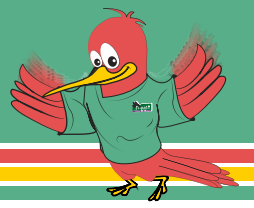


# ABOUT TRIPADA PARIVAR



## VISION

**“Provide quality education and allied services to build global institutions, boards and universities that develop citizens who will take the lead in creating new horizons in nation building.”**

## MISSION

**To build an inspiration, which develops value oriented, intellectually competent, Confident and Disciplined future citizens by providing Quality Education with innovation to deliver societal Satisfaction .**

The very name Tripada® suggests a trio with “Tri”, means “three” and “Pada” in Sanskrit language means “feet”. The learner, the teacher, and the parents form the foundation of the school. Tripada® nurtures these three main supports of education — The learner, the teacher and the parents. Tripada® means “Gayatri” — Divine energy, that is three deities of Goddess Tripada® know as Saraswati, Laxmi and Durga

It was established in the year 1968 on the Rathayatra day by Visionary, founder and Managing trustee Late Shri Labhubhai Bhatt and other trustees Dr. (Mr.) Kirit Vaidya (Charter Trustee, now in U.S.A), Mr. Keshubhai Sathwara, Mrs. Kumudlata L. Bhatt.

Mr. Archit L. Bhatt, the managing Director gave wings to the dreams of the trust and its institution, and ever since, it has been on a continuous growth path in the field of education, educational research and training.

Tripada was established in 1968 under the Aegis of Tripada Education Trust and is supported by Tripada Learning Solutions Pvt. Ltd. It has established various educational institutions catering to various sectors and strata of the society. It has also established a name for itself in providing contemporary and non convectional relevant education.

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Tripada was established in 1968 under the Aegis of Tripada Education Trust and is supported by Tripada Learning Solutions Pvt. Ltd. Technical and developmental activities are supported by Tripada Learning Solutions Pvt. Ltd for professional upgradation and development of the team of T.H.K which keeps our preschool dynamic in technology and training the staff.

Tripada was established in 1968 under the Aegis of Tripada Education Trust and is supported by Tripada Learning Solutions Pvt. Ltd. Our team of T.H.K which keeps our Pre - school is dynamic in terms of Professional up gradation of team members, technical and developmental activities, Trainings etc as we are always supported by TLSPL

## ABOUT Tripada® HAUS FUR KINDER

## MISSION

**We emphasis on the socio –emotional and spiritual growth, by providing a creative innovative and homely environment with activity based learning which transforms young learners to become “Better citizens for better Tomorrow”**

Tripada® HAUS FUR KINDER (T.H.K) is one of the step towards the beginning of our vision and to provide a complete K-12 solution. Preschool education is a provision of learning for children before the commencement of statutory and obligatory education. We at Tripada® HAUS FUR KINDER try to satisfy the needs of success, fun, choice respect and provide healthy development of lifelong learning of adaptability. The early learning requires development of factual knowledge, skills and training. The child must build initially a system by adopting knowledge from the instructor through the use of child's own senses.

**UNDERSTANDING DEVELOPMENT:-** A mother conceives and the journey of the growth begins, it is scientifically proved; during the development of an embryo to a full grown baby ready to see the first light of the world, the mental and physical development takes place, hence, it is important that during the initial years, the child needs to be properly monitored and molded.

**“Your children are not your children. They are the sons and daughters of the life's longing for itself. They come through you, but not from you.” — Kahlil Gibran**

**CURRICULUM AND METHODOLOGY:-** We at T.H.K, have designed a curriculum for supporting the development of and child help the parents to be a part of this process. We follow the theories advocated by Jean Piaget and Maria Montessori, which talks about the development of the child in different stages..

www.tripada.com/thk



### **AS PER PIAGET THE CHILD:-**

First assimilates and then Accommodation happens which are the two sides of adaption.

The initial stages of child development are:-

**Step -1:** Between one and four months – Child works for Primary Circular Reaction

**Step -2:** Between four and twelve months – Infant turns to secondary circular reaction

**Step -3:** Between twelve and twenty four months- Child works on Tertiary circular reaction

**Step -4:** Pre Operational stage lasts for about two to seven years .

### **As per Maria Montessori:-**

Montessori education is fundamentally a model of human development and an educational approach based on that model.

The model has two basic elements. First, children and developing adults engage in psychological self construction by means of interaction with their environments. Second, Children especially under the age of six, have an innate path of psychological development. Based on her observations, Madam Montessori believed that the child, has the liberty to choose and act freely within as environment prepared according to her model, would act spontaneously for the optimal development.

In this approach, the human tendencies of self – construction, liberty and spontaneous activity are seen as driving behavior in every stage of development and education should respond to and facilitate their expression.

### **Prepared Environment:-**

Montessori's education method called for free activity within a "prepared environment" ,meaning an educational environment tailored to basic human characteristics and to the specific characteristics of children at different ages.

The function of the environment is to allow the child to develop independence in all the areas according to his/her inner psychological directives.

### **Planes of Development:-**

Montessori observed four distinct periods or "planes" in human development, extending from birth to twenty –four years of age. She saw different characteristics, learning modes and developmental imperatives active in each of these planes and called for educational approaches specific to each period.

#### **First Plane:-**

The first plane extends from birth to around six years of age. The child undergoes striking physical and psychological development. Montessori introduced several concepts to explain this work:

- 
- Absorbent Mind
- Sensitive periods
- Normalization

#### **Second Plane:-**

The second plane of development extends from around six to twelve years of age. During this period, Madam Montessori observed physical and psychological changes in children.

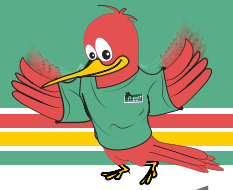
#### **Third Plane:-**

The third plane of development extends from around twelve to eighteen years of age, encompassing the period of adolescence. Madam Montessori characterized the third plane not only by the physical changes of puberty and adolescences, but also psychological changes.

#### **Fourth Plane:-**

The fourth plane of development extends from around eighteen years to twenty –four years. Madam Montessori wrote comparatively little about this period and did not develop an educational program for this age.

Hence, with the view in the mind to develop the child with respect to the above two philosophies, we have designed two methodologies for education. It is an established fact that 80% of brain develops by the time a child is of four years and is ready in transition. We at TRIPADA® HAUS FUR KINDER provide the following curriculum and methodology keeping in mind the physical and the mental development of the child. TRIPADA® HAUS FUR KINDER (T.H.K) runs under two methodologies.



## PLAY WAY METHOD :-

### Curriculum

#### - Providing a class according to the age in the form of Nursery, Jr.KG and Sr.KG

- Developing Skills
- Environment learning
- Basic concept learning (Language and Math)
- Physical Education
- Dance and Music
- Art and Craft

## MONTESSORI METHOD :-

### Curriculum

- Providing a mixed age group environment
- Providing structure based on five developmental areas like :
  - 1) Practical Life
  - 2) Sensorial
  - 3) Mathematics
  - 4) Linguistic development
  - 5) Culture

### Assessment and Evaluation:-

We at T.H.K believe in the continuous and ongoing assessment method where the learners are evaluated at activity based education throughout the year.

### Facilities:-

- Play area
- Developmental activities
- Co- curriculum activities like Days, Events and festival celebration etc.
- Field trips and Picnics
- Mother's workshop
- Independent classwise mini Library
- Learning through club activities
- Parents – Teachers Meeting (PTM)
- Providing transport facility
- Nutritive Food (Nasta)

### Admission Procedure:-

As primary education is the primary right of every individual, we have identified a very simple process of admitting child at T.H.K by just random selection and counseling session will be conducted to help you to take proper decision in taking admission. We will be scrutinizing the forms based on proper submission of documents and form duly filled completely. We have been imparting education in an international language (English) we would like the parents to understand the importance of mother tongue and foreign language before applying for admission.

### The following stages are involved for the admission:-

- Admission form should be filled in block letters (Capital, legible handwriting).
- Forms can be downloaded from our website and the E- form fees has to be paid at the time of submission.
- Incomplete or illegible Registration forms, without photographs will not be processed / accepted.
- Selected candidates will be informed through phone, SMS or via Email.
- After scrutinizing the admission form, there will parents interaction with Principal.

### Age criteria:-

#### Play way methodology:-

- Nursery:- 3 years as on 31st May
- Jr.Kg :- 3.6 years as on 31st May
- Sr.kg :- 4 years and above as on 31st May
- Will lead to State Board Education

### Montessori methodology:-

- Montessori Younger group: - 3 years as on 31st May
- Montessori middle group:- 3.6 years as on 31st May
- Montessori Older group :- 4 years and above as on 31st May
- Will lead to CIE-PYP (Primary Year Program)

### Timings:-

Morning Shift:- 8:30 am to 12:00 Noon • Afternoon Shift:- 12:15 pm to 3:45 pm • All Saturdays will be holiday.

### PLAY WAY:-

### MONTESSORI:-

### Fee Details:-

- Fees once paid are not refundable for any reasons whatsoever.
- Every year there will be an increase of fees by 10% Every year you need to fill the form and confirm the admission for the next session by completing the admission process.
- The fees have to be paid in form of 4 PDC cheques during the time of commencement of new session.
- Management is bound to follow the rules laid by Government. The fees decision will be taken accordingly and has to be accepted.

## PLAY WAY SECTION (Frequently Asked Questions By Parents)

### Q1: What is the appropriate age to admit a child to pre-school?

He/she should complete 3 years as on 31st May (Year of admission), as the primary education starts from 5 years to 12 years.

### Q2: We would like our child to admit in an English medium School? What are the challenges?

As parents you should be able to monitor the development of the child with respect the language of learning and for that you should be able to provide a learning environment in the form of proper learning aids. The biggest challenge is the medium of education, as it might be different from your mother tongue.

### Q3. We live in a joint family and we speak our mother tongue, how will we manage to teach in foreign language (English)?

With constant support and providing quality time to your child, motivate him/her to speak, read, and write in the foreign language (English).

### Q4. How do you teach the child in the class? What is the method for giving homework?

For teaching language skills many activities like action words, word game, making sentences, stories etc are used in the classroom teaching. For number skills activities like abacus, count and write, addition and subtraction board etc teaching aids are used. We do give home work in the form of reading and practice writing so as to strengthen the child's concept.



**Q5. My child does not eat everything. He / she is very moody and needs constant attention, how will you manage it?**

Snack time is the time where child learns to socialize with their peer mates and through observing them the learn to eat. Teachers also explain them the importance of eating food and inculcate healthy eating habits along with eating etiquettes.

**Q6. Does the child need to be toilet trained? If he/she is not toilet trained how will the school manage?**

Yes, it is good for the child, but in case if the child is not toilet trained, we have trained and caring maids to take care. Child needs to carry one pair of extra clothes in the bag.

**Q7. How do you try to manage their tantrums? Do you work on their behavior?**

We initially try to observe their behavior and then teacher explains the child through stories, activities etc. If there is no change then we work collectively with parents and in case of extreme situations; we have a counselor who handles the situation and helps the child to progress positively.

**Q8. What type of assessment is conducted in a pre – school?**

We do not have assessment in pre - school, in terms of paper pencil. We assess the child through their cognitive behavior and over all development

**Q9. What if the child does not sit in the classroom? How will you manage the presence, what is the minimum presence required? What if the child has medical problems?**

We do not force the child to sit in the class, but we have created a place that the child likes to sit and learn. We do not give importance to attendance at the tender age, but if the child does not come for more than a week, we try to find the reason and in case of medical issues, we need to be informed with an appropriate medical certificate.

**Q10. What type of teaching faculties do you have? Are they qualified, trained? What about maid staff?**

We have experienced and well trained teaching staff which is caring and loving to the children; we have training programs for constant up gradation of teaching staff. We also do a training program for maid staff and also keep a track of their health so that it does not affect the child's health.

**Q11. What is the sitting arrangement tables/chairs? What is the environment like?**

We have different environment in which we have different sitting arrangements. We would like to make our environment live as per our required learning needs.

**Q12. How the assessments are being done in pre- school? Which board do you follow?**

There is no syllabus in pre - school. We just train them for their senses and help to develop their skills, under our supervision. Pre - school does not follow any board affiliation.

**Q13. How much support will the school provide for tuition and to manage home work? What help can we receive from school as we are not able to support the child in English?**

We do not advocate the thought of tuition. We help the learners with challenges by providing extra study time to the child , without any financial burden and once the child is at minimum level of learning (M.L.L) we put the child back with his peer group. (Within the school time)

**Q14. Do you serve food in the school? What type of food do you serve? Is it Religion specific (especially for Jains / Swaminarayan). Do you serve Vegetarian or non vegetarian food?**

We serve only vegetarian food in our campuses. During festival time (religious) we on request provide Jain / swaminarayan food. (Depends on the availability)

**Q15. Do you have a day boarding school? What are the timings and what extra activity is provided?**

Yes, some of our campuses do have the facility of day boarding.

**Q16. What does the fee include?**

The information is available in the prospectus as well as available at the respective campus office.

**Q17. Where do we get the school uniform? Is it compulsory to buy from there?**

We have identified suppliers which are manufactures and it is not compulsory to buy from them as long as the shade and the design of the uniform does not change.

**Q18. Do you have regular P.T.M's? When can we meet the class teacher?**

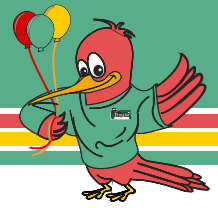
Yes P.T.M's are regularly conducted on 2nd and 4th Saturdays of the month. You can meet the class teacher between 8:30 am to 10:00 am.

**Q19. Are we allowed to visit the campus? Can we come and taste the food served to the Children?**

Yes, you are also welcomed with your child, as you are also a part of Tripada Parivar.

**Q20. Do you have Transport facility?**

Yes, students can opt for the transport facility by paying transport fees and it is optional.



**Q21. What is the process to apply for the document from the school and how do we do it?**

Please contact the front desk for the details.

**Q22. What is the procedure to pay the fees and how?**

We collect the fees in four equal installments through 4 PDC cheques only during the starting of the session. (Can pay in two installments also – optional)

**Q23. How will I know about the confirmation of my child's admission?**

The office will inform you on the contact information provided by you in person.

**Note:- The above FAQs are only to help you to know the pre- school and does not keep us binding , the management deserves the right to change, act and decide the above points and has to adhere to it.**

## MONTESSORI SECTION:- (FREQUENTLY ASKED QUESTIONS BY PARENTS)

**Q1. What do you mean by Montessori Environment?**

Montessori is a mixed age group class, designed to help the children with their task of inner creation, as they grow from childhood to adult. It is named under the name of Dr. Maria Montessori, who believed that competition in education should be introduced only after the child has gained confidence in the use of basic skills.

**Q2. What is the basic difference between Play way method and Montessori Method?**

Montessori provides activity based learning experience, mix aged group programs, self – reliant activities, behavior with peers groups, no black board work and complete overall child development.

**Q3. Which are the activities given in Montessori Environment?**

The activities will be:

- Sensorial
- Exercise in practical life
- Mathematical and logical
- Linguistic
- Cultural activities

**Q4. What is the assessment pattern?**

It is continuous and an ongoing process for the children working in Montessori Method, wherein the child is assessed on his/ her ability to interact and perform in class.

**Q5. Why Montessori has mixed age group class?**

Having children of different ages grouped together permits the younger children a graded series of models for imitation and the older ones and opportunity to reinforce their own knowledge by helping the younger ones.

**Q6. Is there any competition among children?**

No, because the children work individually with own materials / activities. There is no competition in the classroom.

**Q7. Do you provide regular parent teacher meeting?**

Yes, parent can meet the teacher on 2nd and 4th Saturday of the month between 8:30 am to 10:00 am.

**Q8. Who are the staff members?**

All the staff members are qualified, trained and well experienced to lead this section.

**Q9. Is there a nap period?**

No, there is no nap period.

**Q10. Do we have to provide snacks from home?**

No, all the students are provided with healthy and nutritious snacks from school.

**Q11. Are you providing Transport facility?**

Yes, students can opt for the transport facility by paying transport fees and it is optional.

**Q12. What happens when child leaves Montessori?**

Children are very adaptive in the class as they work independently by making their own decisions from very early age and are capable of solving problems on their own. Montessori student can enroll their names in PYP program of Cambridge International Examination.

**Note:- The above FAQs are only to help you to know the pre- school and does not keep us binding , the management deserves the right to change, act and decide the above points and has to adhere to it.**

# Tripada Haus Für Kinder

## ADMISSION FORM

PLAYWAY SECTION : Nursery  Jr. KG.  Sr. KG.   
 MONTESSORI SECTION : Younger Group  Middle Group  Older Group

Father's  
Photograph

Mother's  
Photograph

Please affix a recent  
colour photograph  
of the child

Form No.....

**Please register the name of my Child for admission in your school**

(Use Capital Letters Only)

1. Admission sought to Class .....

2. Child's Name in Full (**Capital Letters**) (Last Name) (First Name)

Gender  M  F

3. Date of Birth (in figures) Date   Month   Year

(in words) .....

Age as on 31st May.....Years ..... Months ..... Days .....

4. Religion ..... Caste ..... Sub Caste ..... OBC / SC / Yes \_\_\_ No \_\_\_

5. Place of Birth .....

6. Last School Attended .....

7. Blood Group

8. Mother Tongue .....

9. Present Postal Address .....

Permanent Postal Address .....

Telephone No. (R) ..... Email : .....

10. <u>Details of Parents :</u>	Father	Mother	Guardian
i. Name	.....	.....	.....
ii. Age	.....	.....	.....
iii. Educational Qualifications	.....	.....	.....
iv. Occupation	.....	.....	.....
v. Place of work	.....	.....	.....
Telephone No.	(M)..... (O).....	(M)..... (O).....	(M)..... (O).....

**✂**  
**ACKNOWLEDGMENT**

Received the Admission Form & other documents from .....  
 in respect of Master / Miss .....  
 for admission to class ..... of the school for  
 the academic session .....

Admission Form No. : .....

Received on .....

(Signature)  
Office Incharge

**SCHOOL :**

Previous school attended, if any : ..... (recognised / not recognised)  
School Transfer Certificate in Original to be submitted alongwith.

**Details of siblings studying in :**

Class / Sec.	Name of Child
.....	.....
.....	.....

Areas in which you could contribute to enrich school life in terms to time, skills etc. Please put a tick

Cultural.....	Medical.....	Media.....
Professional.....	Sports.....	Academics.....

**SIGNATURE :**

I, hereby, certify that the information given in the Admission Form is complete and accurate. I understand and agree that misrepresentation or omission of facts will justify the denial/cancellation of admission or expulsion of my child. I have read and hereby consent to the terms and conditions enclosed with the Admission Form.

..... Signature of Father / Mother	..... Signature of Guardian
---------------------------------------	--------------------------------

Date :

Enclosed : (1) Transfer Certificate (2) Birth Certificate (3) You are requested to bring original documents for verification.

**FOR SCHOOL USE ONLY**

**Check List:**

Medical Form <input type="checkbox"/>	Transportation Form <input type="checkbox"/>	Birth Certificate <input type="checkbox"/>	Last Result <input type="checkbox"/>
Registration Fees <input type="checkbox"/>	Aadhar Card <input type="checkbox"/>	2 Passport Size Photographs <input type="checkbox"/>	Id Proof of Parents <input type="checkbox"/>

• Details of sibling studying in any branch of **TRIPADA GROUP OF SCHOOLS**

Name	Class	Campus
.....	.....	.....

Check Details :

- Date .....
- Cheque No. ....
- Bank .....
- E.R. No. ....
- Date of Admission .....
- Sign of Principal .....

Date : .....

Franchisee Stamp



Visit Us : [www.tripada.com/thk](http://www.tripada.com/thk)

Email: [info@tripada.com](mailto:info@tripada.com)





## 1. RULES AND REGULATIONS

- 1.1. Registration forms have to be filled in and submitted to the school office before the end of Registration period.
- 1.2. Dates for the counseling will be given at the time of registration. The school authorities reserve the right to change the date and time of counseling.
- 1.3. Mere issues of form or registration do not imply admission. Admission is subjected to availability of seats.
- 1.4. Photocopy of birth certificate issued by Municipal Corporation or the concerned civic authority must accompany with the originals duly attested.

## 2. ADMISSION PROCEDURE

- 2.1 Parents are requested to fill carefully and submit the admission form and medical form at the time of payments of the fees. These forms are enclosed in this booklet.
- 2.2 The date of birth of the child is required to be supported by Birth certificate in original issued Municipal Corporation/ Local bodies as applicable, along with a certified Photostat copy thereof. An affidavit or any other evidence is not accepted in support of birth certificate. It has to be attached with admission form.
- 2.3 Candidates whose names are included in the list must pay the fees dates by the dates indicated on the list otherwise the admission will automatically stand cancelled.
- 2.4 Selected candidates will be informed through phone, SMS or via email.
- 2.5 After scrutinizing the admission form, there will be parents interaction with the Principal.
- 2.6 The child will be granted the student I- card only after have been completed all the admission formalities.
- 2.7 Parents have to report at the reception counter on the dates specified in the joining instructions.
- 2.8 The child has to report in complete school uniform along with books and stationary as prescribed by T.H.K
- 2.9 Admission fees in any case will not be refunded (even if the child has not attended a single Day.)
- 2.10. Management will be the final authority for confirmation of admission
- 2.11 Management has the whole and sole rights of school rules. Parents cannot dictate them.
- 2.12 T.H.K will not accept any kind of unwanted behavior of parents in order to maintain peaceful environment. This follows:-
  - Loud / offensive / abusive language.
  - Threatening of any kind to staff members or T.H.K authorities
  - Destroying school property.
  - In case, if parents are misbehaving the Management has the right to cancel the child's admission.
- 2.13 Admission to THK section does not mean confirm admission to Grade-1 provided the admission formalities are completed within the given prescribed period.

## 3. FEES

- 3.1 Every year you need to fill the form and confirm the admission the for the next session by completing the admission process.
- 3.2 Every year there will be an increase in fee structure by 10%.
- 3.3 The fees have to be paid in form of 4 PDC cheques during the time of commencement of new session.
- 3.4 Fees once paid are not refundable for any reasons whatsoever.
- 3.5 Management is bound to follow the rules laid by Government. The fees decision will be taken accordingly and has to be accepted.

## 4. BUS RULES

- 4.1 Request for using the school bus must be made at the beginning of the session.
- 4.2 Change in routes and bus stop will not entertain during the session.
- 4.3 It will be whole and sole responsibility of the parents to escort the child to and fro from the fixed bus stops. The bus facility is extended at the sole risk and responsibility of the parent.
- 4.4 Any suggestions or complaints should be reported to the transport incharge.
- 4.5 The change in the school bus charges will be applicable as with the changes in the fuel charges.

## 5. RIGHT TO ALTERATION / MODIFICATION

The management reserves the right to modify, alter and or include any other terms and conditions that may be deemed fit in the interest of the institution, which will be duly informed to the parents (Subjected to Ahmedabad Jurisdiction)

## 6. MEDICAL FACILITIES

- 6.1 The school provides facilities of First –Aid only.
- 6.2 The school cannot be held responsible for injuries suffered by a child. No reimbursement charges would be made towards any medical treatment.

## 7. ABSENCE FROM SCHOOL

- 7.1 No student will be allowed to go home during the school hours for the purpose of attending a marriage or to consult the doctor except prior permission has been granted.
- 7.2 Student should produce a leave application and get it sanctioned for availing it.
- 7.3 Student who will remain absent for more than a month should submit the medical certificate if the student has been unwell.
- 7.4 If the student remains absent for more than three months, then his/her name will be automatically deleted without any intimation from the Register. In such situation it is the responsibility of the parents to inform the school office in the documented form.

## 8. ILLNESS

The child who is unwell and has sickness, diarrhea or has fever should not be sent to school. In the case of communicable diseases, the school should be notified immediately.

## 9. ATTENDANCE

Regular and punctual attendance in school is essential for the progress and level of achievement of every pupil and is encouraged by all staff members. If the pupil is absent due to illness, parents are requested to inform the school office, with written application and submit the medical certificate without fail to the class teacher.

If the pupil is likely to be absent for reasons other than illness, teachers and the office needs to be informed so that teacher prepares the work for the pupil. The school is not responsible for preparing advance work without adequate notice.

## 10. DISCIPLINE

- 9.1 Discipline is an important element in providing an ideal classroom.
- 9.2 Child is expected to be punctual.
- 9.3 Discipline is most effective when parents and the school work together to bring about desirable behavior and we therefore will consult with parents at every opportunity.

## IMPORTANT INFORMATION

- No certificates or testimonials are to be submitted along with any form unless specified.
- This form is for registration only.

## Disclaimer

All the above terms and conditions are subjected from time to time as per the decision of the management. The decision of the management shall be final in all the matters pertaining to the admission process and policy of the school.

Parent's Sign \_\_\_\_\_

Date \_\_\_\_\_

Name of the child \_\_\_\_\_



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- 3.1 Every year you need to fill the form and confirm the admission the for the next session by completing the admission process.
- 3.2 Every year there will be an increase in fee structure by 10%.
- 3.3 The fees have to be paid in form of 4 PDC cheques during the time of commencement of new session.
- 3.4 Fees once paid are not refundable for any reasons whatsoever.
- 3.5 Management is bound to follow the rules laid by Government. The fees decision will be taken accordingly and has to be accepted.

## 4. BUS RULES

- 4.1 Request for using the school bus must be made at the beginning of the session.
- 4.2 Change in routes and bus stop will not entertain during the session.
- 4.3 It will be whole and sole responsibility of the parents to escort the child to and fro from the fixed bus stops. The bus facility is extended at the sole risk and responsibility of the parent.
- 4.4 Any suggestions or complaints should be reported to the transport incharge.
- 4.5 The change in the school bus charges will be applicable as with the changes in the fuel charges.

## 5. RIGHT TO ALTERATION / MODIFICATION

The management reserves the right to modify, alter and or include any other terms and conditions that may be deemed fit in the interest of the institution, which will be duly informed to the parents (Subjected to Ahmedabad Jurisdiction)

## 6. MEDICAL FACILITIES

- 6.1 The school provides facilities of First –Aid only.
- 6.2 The school cannot be held responsible for injuries suffered by a child. No reimbursement charges would be made towards any medical treatment.

## 7. ABSENCE FROM SCHOOL

- 7.1 No student will be allowed to go home during the school hours for the purpose of attending a marriage or to consult the doctor except prior permission has been granted.
- 7.2 Student should produce a leave application and get it sanctioned for availing it.
- 7.3 Student who will remain absent for more than a month should submit the medical certificate if the student has been unwell.
- 7.4 If the student remains absent for more than three months, then his/her name will be automatically deleted without any intimation from the Register. In such situation it is the responsibility of the parents to inform the school office in the documented form.

## 8. ILLNESS

The child who is unwell and has sickness, diarrhea or has fever should not be sent to school. In the case of communicable diseases, the school should be notified immediately.

## 9. ATTENDANCE

Regular and punctual attendance in school is essential for the progress and level of achievement of every pupil and is encouraged by all staff members. If the pupil is absent due to illness, parents are requested to inform the school office, with written application and submit the medical certificate without fail to the class teacher.

If the pupil is likely to be absent for reasons other than illness, teachers and the office needs to be informed so that teacher prepares the work for the pupil. The school is not responsible for preparing advance work without adequate notice.

## 10. DISCIPLINE

- 9.1 Discipline is an important element in providing an ideal classroom.
- 9.2 Child is expected to be punctual.
- 9.3 Discipline is most effective when parents and the school work together to bring about desirable behavior and we therefore will consult with parents at every opportunity.

## IMPORTANT INFORMATION

- No certificates or testimonials are to be submitted along with any form unless specified.
- This form is for registration only.

## Disclaimer

All the above terms and conditions are subjected from time to time as per the decision of the management. The decision of the management shall be final in all the matters pertaining to the admission process and policy of the school.

Parent's Sign \_\_\_\_\_

Date \_\_\_\_\_

Name of the child \_\_\_\_\_