



## **OUR LADY OF THE SNOWS SCHOOL**

Dhalpur, Kullu

ICSE : HP003  
Phone: 01902-222747  
[www.olskullu.org](http://www.olskullu.org)



**OFFICE HOURS :** 09.30 a.m. to 01.00 p.m.  
01.00 p.m. to 02.00 p.m. (LUNCH BREAK)  
02.00 p.m. to 04.00 p.m. on working days  
**In case of emergency office remains closed**

The Principal will be available in the school office to meet parents & visitors by prior appointments. The office will remain closed on Sundays and Public holidays. No school business will be transacted on holidays and after the office hours.

### **SCHOOL TIMINGS**

Classes 1 to X : 09:00 am to 03:10 pm

### **SCHOOL HOURS**

School Timing : 09:00 a.m. to 03:10 p.m.  
Assembly Bell : 09:00 a.m. to 09:10 a.m.  
First Period : 09:15 a.m. to 09:55 a.m.  
Second Period : 09:55 a.m. to 10:35 a.m.  
Third Period : 10:35 a.m. to 11:15 a.m.  
First Break : 11:15 a.m. to 11:30 a.m.  
Fourth Period : 11:30 a.m. to 12:10 p.m.  
Fifth Period : 12:10 p.m. to 12:50 p.m.  
Sixth Period : 12:50 p.m. to 01:30 p.m.  
Second Break : 01:30 p.m. to 01:50 p.m.  
Seventh Period : 01:50 p.m. to 02:30 p.m.  
Eighth period : 02:30 p.m. to 03:10 p.m.

## STATEMENTS MADE BY PARENTS/GUARDIANS



1. That my son/daughter namely is studying in Class Session in Our lady of the Snows School, Kullu.
2. That my son/daughter will abide by all rules and regulations of the said school.
3. That my son/daughter shall remain regular in attendance and obedient to his/her teachers.
4. That my son/daughter will not bring mobile phone and things that affect the discipline of the institution in the school premises on any occasion during and after school hours.
5. That my ward will safeguard the school property and will uphold the good name of the school even when he/she is not in the school campus but is engaged in any activity outside; and even after leaving the school campus.
6. That my ward will not join or take membership in any movements, unions or parties.
7. That my ward will come to school in proper uniform and proper hairstyle.
8. That I shall not ever demand any special, undue or extraordinary facility for my child alone other than what is provided for all wards which I have personally seen and verified and of which I am satisfied at the time of taking admission.
9. That I have thoroughly studied and I am satisfied with the fee-structure of the school and I am willing to accept the precondition of annual enhancement of the same and I am willing to pay the same and will not demand it's refund once the fee is deposited.
10. That I am in possession of a copy of this affidavit for any future reference.
11. In case of any dispute relating to any matter I shall abide by the decision of the School Management and it's decision shall be acceptable to me as final & binding. I shall not have recourse to any pressure tactics or agitation which will tarnish the reputation of the institution.
12. That I shall not communalize or politicize any issue relating to the institution, my child or any inmate or employee of the institution.
13. That I shall engage for the transportation of my child only such vehicles which are run as per the traffic norms laid down by the Hon'ble High Court of Himachal Pradesh.
14. That I am aware that the school does not own its own vehicles for transportation, but it is left to the duty of parents to negotiate with vehicle owners for the arrangement of the transportation of their wards.
15. That in case of any breach of discipline or violation of rules by my son/daughter, I will have no objection in initiating disciplinary action by the Management against him/her and even imposing a fine on him/her which I would be gladly paying as a disciplinary measure for benefit of my ward.
16. That I am aware of the fact that the school has an internal complaint committee to look into any sexual harassment of children or employees, and I undertake to settle any such issues through the assistance of the said committee.
17. I further undertake that my son/daughter shall not misbehave or indulge in any unlawful activity and shall be liable to be punished up to the extent of expulsion from the institution in case, he/she is found involved in such activity.
18. That I shall not join any group, association, or society or organize or fund any such group that works against this institution or its management. In case of any genuine grievance, I shall only have recourse to the management as per the norms described in the prospectus.
19. That I understand that Our Lady of the Snows School, Kullu is a Private, Un-aided, Minority Institution belonging to the Christian minority community with all its privileges inscribed in the Constitution of India.
20. That I understand Our Lady of the Snows School, Kullu, being a Private, Un-aided, Minority Institution does not come under the purview of RTE and RTI.
21. That I submit this affidavit on my own free will without any force or compulsion after having read and understood its full content.
22. Therefore, I solicit this affidavit in favour of Principal of Our Lady of the Snows School, Kullu, H.P.

***Signature of Father Signature of Mother***

***Signature of Father Signature of Mother***

## OUR VISION STATEMENT



“To nurture young minds to respond to challenges of life with joy and a deep faith in God, self and their fellow beings.”

## OUR MISSION STATEMENT

“To create a learning environment which inspired students to grow in confidence, discover their purpose, achieve as individuals and become committed citizens.”

### I. GENERAL INFORMATIONS

Our Lady of the Snows School, Kullu is an English Medium Catholic School for both boys and girls, owned and managed by the Simla-Chandigarh Educational Society of the Simla-Chandigarh Catholic Diocese. It is affiliated to the Council for the Indian School Certificate of Secondary Education (ICSE). It is a Private, Unaided, Minority and Co-Ed. Christian Institution open to all communities with a special responsibility for the holistic education of all the students.

### II. AIMS AND OBJECTIVES

Our aim is to become a self-satisfactory, proactive and leading institute offering quality learning, teaching and counselling in the field of education to the students and teachers. Our Lady of the Snows School, Kullu is concerned with holistic education of its students so that the students become enlightened individuals to serve the society. Our aim is to develop the students as rational and balanced human beings and citizens of modern India and the Global Village.

### III. OUR TARGET IS :-

1. To impart and instil an all-round education based on spiritual values.
2. To develop a sense of self-respect and responsibility.
3. To impart appropriate moral and spiritual values.
4. To create the spirit of tolerance, patience, love and respect for values.
5. To instil leadership qualities.
6. To encourage committed social work.
7. To inculcate all the encompassing qualities of a global citizen.
8. To enable the learners to keep pace with changing times.
9. To empower the learners to stride ahead of times.
10. To make the students intellectually well informed, socially concerned, morally upright, emotionally balanced, physically well developed, capable of loving and serving their fellow beings, nationally upright with integrity and spirit of unity etc...
11. Thus turning boys and girls capable of responding to the challenges of life with joy and a deep faith in God, self and their fellow beings.



#### IV. ADMISSION TO CLASS-1

1. Admissions to Class-1 are usually taken in the month of October / November of the year.
2. The minimum age required for admission to Class I is 6 years on 1st March.
3. The following documents must be submitted to the school Office prior to the admission.
  - (a) Bio data Form
  - (b) Voter ID (of the Parents)
  - (c) Bank Copy
  - (d) Three latest pass port size photograph
  - (e) Copy of the Birth certificate
  - (f) A family photograph with the child(4/6)
  - (g) Medical fitness certificate
  - (h) Aadhar Card
  - (i) Caste Certificate
  - (j) Transfer Certificate if received
4. The parents will have to introduce the candidate to the Principal on the 'Day of Introduction'.
5. The Original Birth certificate must be presented to the Principal on the day of Introduction.
6. Signature of both parents must be given on the admission form; either signature will be valid for all transactions while the candidate continues to study.
7. One may be considered admitted only after the payment of all fees and all the requirements are fulfilled at the time of the admission. Subsequent withdrawal or non-attendance on the required day will mean the cancellation of the admission and no refund will be made.
8. The Principal is the final authority in all matters of admission into the school.

#### V. ADMISSION TO OTHER CLASSES

1. The admissions to other classes take place if there are vacancies.
2. The applications for admissions may be submitted to the School Office.
3. If vacancies arise the candidates will be intimated by phone to collect the Bio-data Form from the School Office.
4. Parents / Guardians are requested to fill in the Bio-data form with utmost possible accuracy. No subsequent change will be permitted for any reason whatsoever.
5. A written test may be conducted for the subjects of English, Hindi and Mathematics at the discretion of the Principal. The tests will be of 1 hour duration.
6. The parents will have to introduce the candidate to the Principal on the Day of introduction.
7. The following original documents must be presented to the Principal on the day of Introduction:
  - (a) Bio data Form
  - (b) Voter ID (of the Parents)
  - (c) Bank Copy
  - (d) Three latest pass port size photograph
  - (e) Copy of the Birth certificate
  - (f) A family photograph with the child(4/6)
  - (g) Medical fitness certificate
  - (h) Aadhar Card
  - (i) Caste Certificate
  - (j) Transfer Certificate
  - (k) Report Card of the previous Class
8. The admission process is complete only after the submission of the transfer Certificate from the previous School and the payment of the required fees. Only fair means are permitted.

## I. SCHOOL UNIFORM

### SUMMER

(Monday, Tuesday, Thursday & Friday)

#### Classes I TO X

**Boys :** White Shirt Full Sleeves with school logo, Grey Trouser, Maroon Socks, School Belt (Classes I–X House Belt) (Sikhs:-White Patka) and Black shoes with laces. (Winter: Maroon Blazer & Maroon Cardigan)

#### Classes I TO VI

**Girls :** White Shirt Full Sleeves with school logo, Tunic Grey Skirt with school logo, White satin ribbons, white hair clips, white hair band for short hair, Maroon Socks, House Belt Classes I – VI and Black shoes with buckles. (Winter: Maroon Blazer & Maroon Cardigan)

#### Classes VII TO X

**Girls :** White Shirt Full Sleeves with school logo, Divided Grey Skirt, White satin ribbons, white hair clips, white hair band for short hair, Maroon Socks, House Belt and Black shoes with buckles. (Winter: Maroon Blazer & Maroon Cardigan)

(Wednesday)

#### Classes I TO X

**Boys :** White Trouser with House T- Shirt, White Socks with stripes, House Belt, (Sikhs:-Red Patka) and White canvas shoes with laces.(Winter: Maroon Blazer & Maroon Cardigan)

#### Classes I TO VI

**Girls :** Tunic White Skirt with House T- Shirt , Red satin ribbons, Red hair clips, Red hair band for short hair, White Socks with stripes, House Belt and White Canvas shoes with laces.  
( Winter: Maroon Blazer & Maroon Cardigan)

#### Classes VII TO X

**Girls :** Divided White Skirt with House T -Shirt , Red satin ribbons, Red hair clips, Red hair band for short hair, White Socks with border, House Belt and White Canvas shoes with laces.  
( Winter :Maroon Blazer & Maroon Cardigan).

(Saturday)

#### Classes I TO X

**Boys :** House Tracksuits with House T- Shirt, White Socks with stripes, (Sikhs :-White Patka) and White canvas shoes with laces.

#### Classes I TO X

**Girls :** House Tracksuits with House T-Shirt , Red satin ribbons, Red hair clips, Red hair band for short hair, White Socks with stripes, House Belt and White Canvas shoes with laces.

## VII. SCHOOL FEES:

1. The school fees cover twelve calendar months and may be paid in instalments in the months of April, June, August and November, from 5th to 14th, from 10.30 am to 1.00 p.m. and on Saturdays from 10.30 a.m. till 12.00 noon.
2. Fees will not be accepted on Sundays and bank holidays.
3. Those who do not pay their fees by the 14th of the respective months will be fined `200 per Quarter. Fees should be paid by cheque preferably of the bank in which the school has account. If the cheque bounces a penalty of `200/- will be charged from the parents concerned.
4. No reduction is made for holidays or broken periods. Students are liable to be charged full fees as long as their names are officially on the rolls. Fees once paid will not be refunded.
5. Pupils whose fees are long overdue may be debarred from appearing for examinations and are liable to have their names struck off the rolls and in order to continue, the readmission fee will be charged. The defaulters will not be promoted to the next class until all the dues are cleared.
6. The school reserves the right to increase and revise the fees at any time of the year, if an increment is considered necessary.

## VIII. CURRICULUM, ASSESSMENTS & PROMOTION

1. Our Lady of the Snows School, Kullu, being an English-medium school makes every effort to teach the students to handle English effectively as a written and spoken language. The students and the staff are expected to speak in English in the school Campus.
2. The school will prepare the students for the Indian Certificate of Secondary Education Examination (ICSE) of the Council for the Indian School Certificate Examination, New Delhi, in the following subjects: English, Hindi, Mathematics, Science and Computer Applications. Besides the above subjects, Environmental Studies, Social Studies, Sanskrit, General Knowledge, IT, Drawing and Craft and Socially Useful Productive Work are also part of the studies. The third language, Sanskrit is discontinued at the end of class VII. Classes in Christian Doctrine for Christian students and Moral Science for other students constitute an integral part of the curriculum.
3. Special attention is given to ensure a high standard of morality and discipline in the school. A student must strive to attain qualities of mind and heart, and integrate into his life virtues, such as, honesty, sincerity, piety, compassion, generosity, love for one and all, self-reliance and patriotism.
4. OLS School believes that properly organised and regulated co-curricular activities are just as much a part of sound education as studies. Mere book learning is not enough for life. Hence special attention is given to develop the student's personality, initiative, originality and sense of national integration through creative co-curricular activities and by involvement and participation in various youth groups and movements, sports and games and cultural programmes.
5. OLS School aims at contributing to the building up of a more just society and one worthy of man by promoting a systematic social education of the students. The national education policy of the nation directs students to take active part in social and community services in order to build their character, to appreciate the dignity of manual labour and develop a sense of social responsibility. Social Service Projects are an integral part of the school curriculum and the students are expected to take active part in the campaigns organised in the school.
6. Promotion at the end of the year will be based on regular attendance, continuous assessment in every subject, work done during the year, and overall conduct record.
7. The students will be constantly evaluated by their teachers throughout the year. The reports of this evaluation will be given to the parents at the end of each term.
8. The periodic assessments held during the year are notified in the school calendar. These assessments are based on unit tests, class tests, class / home assignments, project works and written examinations. The distribution of marks will be based on:

### **For Classes 1 To VIII**

First Terminal Examination Total 100

Second Terminal Examination Total 100

Continuous Assessment

(Given during First & Second Terms)

Unit Test 1 = 20;

Unit Test 2 = 20;

Project work = 40;

Assignments = 20 Total 100

Final: 300

Project works will be assessed during both the terms (20 marks each);

Assignments/ Class tests will be assessed during both the terms (10 marks each);

### **For Classes IX & X (Question Papers To Be Based On ICSE Model)**

First Terminal: Unit Test = 20; Examination = 80 Total 100

Second Terminal: Unit test = 20; Examination = 80 Total 100

Continuous Assessment: Project Work = 40; Assignments = 20; Test Papers = (80/2=40) Total 100

Final: 300

(Project works are to be done in both the terms (20 marks each);

Assignments/class tests will be assessed during both the terms (10 marks each);

Test Papers will be given during the Second Term on a weekly basis. These papers will be set out of 80 marks. The total marks obtained shall be divided by 2 to make it out of 40)

9. The students of Classes 9 and 10 will have the whole year's syllabus for the Second Terminal Examination.



10. Normally a student should obtain minimum 35% marks in all subjects. At the discretion of the Principal, he/she may be considered for promotion even if he/she fails in one of the subjects other than Moral Science, English, Hindi, and SUPW.
11. For students who are absent for any Assessment, no provision can be made for supplementary tests.
12. If a child is unable to appear for any examination due to illness, a valid and authentic medical certificate has to be produced to this effect. This will however have no claim over promotion. If the absence is justified, the fact will be taken into account at the end of the school year. Parents are therefore requested never to send their children for an examination when they are ill or recovering from illness. A student who appears for Unit tests will be expected to remain in school for the school time.
13. Progress cards issued after Terminal examinations are to be countersigned by parents and returned to the school on the date notified. Defaulters may be penalised through a fine, and may not be allowed to attend school until his report is collected or returned.
14. Regular attendance in class is a condition for promotion. A student may not be promoted to the next higher class if his/her attendance falls below 80%.
15. The breach of any regulations of conduct at examinations or the use of unfair means, even if discovered subsequently, will result in the cancellation of the particular paper and the student concerned will be awarded zero. If such misconduct is repeated, he or she will be expelled from the entire examination (all subjects). A student who has recourse to pre-meditated cheating will be given TC at the end of the school year.
16. A pupil who fails two years in succession in the same class will not be allowed to continue in the school.
17. The results of the Final Assessment and the decision taken by the Principal in consultation with the teachers in matters of promotion are Final & Binding.
18. **Grades:**

**Grades Classification Marks**

A1 Outstanding 91-100

A2 Excellent 81-90

B1 Very Good 71-80

B2 Good 61-70

C1 Satisfactory 51-60

C2 Fair 41-50

D Needs Improvement 35-40

E below 35

## IX. WITHDRAWALS & DISMISSALS

1. The Transfer Certificate will be issued only on receipt of a written application signed by both the parents and personally handed over to the Principal by the parents of the student. Before withdrawing a student from school a month's notice is to be given or a month's fee in lieu of notice. Exceptions may be made in case of sudden transfers of Government or Military personnel.
2. All Annual fees must be paid in full, no matter when the T.C. is applied for.
3. The transfer certificate will be given free of charge if taken within three days of the publication of the annual result; otherwise a search fee of ₹50/ will be charged. Any TC that goes out of the state of Himachal Pradesh has to be countersigned by the CISCE Office and a fee of ₹200/- will be charged for extra expenses for this service.
4. Pupils who leave without notice and pupils whose names are struck off the rolls for unexpected or unauthorised absence of more than 15 days or for non-payment of fees are as a rule not re-admitted.
5. Those who leave the school in December must in all cases pay the fees for January and February of the coming year.
6. No Transfer Certificate will be issued until dues to the school have been cleared in full and the library books returned.
7. A student who fails twice in the same class will be required to withdraw from the school.
8. Students whose attendance is irregular, who do not pay their fees, who are habitually late or absent, lazy or disobedient, whose conduct is injurious to the moral tone of the school or incompatible with school discipline, or whose sickness is liable to be injurious to other students, may be dismissed.
9. As a rule, a student, who is dismissed or has taken Transfer Certificate is not re-admitted.
10. The Principal's decision is final in all cases of admission or dismissal or withdrawal.

## X. LEAVE RULES

1. Leave from school can be obtained by filling the leave application form provided when a student is not physically fit to attend the school. Taking leave for social functions is generally discouraged. In case it is very important you must seek prior permission from the principal. An application regarding the same should be submitted to the office on a working day or during the school hours.
2. In case, the student is ill, he/she must stay at home and rest till recovery. Do not put other children at risk of infection. They should not come to school for an evaluation or examination.
3. Students will not be permitted to go home soon after evaluation or examination.
4. On joining school after an illness, it is mandatory that one submits a valid and authentic medical fitness certificate from the doctor.
5. The names of students who remain absent without leave application for two weeks shall be struck off the rolls.
6. Half day leave is usually not permitted.
7. Leave exceeding two days shall require the prior sanction of the principal. Those students who are absent on the first day of the academic session will lose their seat unless a written application, stating a concrete reason for his/her absence should be submitted to the Principal well in time and is sanctioned by him.
8. Leave for absence will not ordinarily be granted on the first day of the academic session, last day before every vacation and re-opening days after summer and winter vacations. In case of an emergency, school authorities must be informed well in advance and the leave must be sanctioned by the Principal.
9. In case your ward needs leave, the application should reach to the school at least one day in advance and for any unforeseen happenings or sickness it should reach on the said day before interval.
10. In case of medical leave for more than 3 days, a medical certificate supported by medical prescription of the concerned hospital from which treatment is being taken is to be submitted along with the application.
11. More than 10 days leave will not be granted at a time but prolonged illness or exceptional cases supported by authentic documents could be considered by the Principal on the basis of a justified, and good cause.
12. Without prior sanction of leave or any written information to the school if a student remains absent from the school for more than six consecutive days, it is tantamount to voluntary withdrawal of the pupil by the parent and in such case his/ her name will be automatically struck off from the attendance register. In case you wish him/her to re-join, it will be granted only on written assurance that the same will not be repeated. An application with an explanatory reason of absence along with the receipt of the deposit of a fine `2000/- is a pre-requisite for re-joining within a month from the date of absence.
13. Keep your child at home if he/she is suffering from contagious diseases like mumps, measles, chicken pox, small pox, whooping cough, conjunctivitis (sore eyes) and send him/her to school only with a doctor's fitness certificate after complete recovery.
14. Those absent for any reason (including sickness) should get it entered in the Leave Record of the school diary and get it signed by the Principal / Vice-Principal.
15. Those who are absent for more days, should send a leave letter at the earliest and should also get it entered in the Leave Record and get it signed when they report back to school.
16. Moreover, any student returning to school after an infection or contagious disease should produce a Fitness Certificate from a doctor, permitting him/her to attend the school.
17. Repeated absence without permission or unexplained absence for more than fifteen consecutive days, renders the student liable to have his name struck off the rolls. Re-admission, if granted will be on payment of the re-admission fee only.

## XI. REGULARITY RECORD

1. During school hours no student is allowed to leave the class without the permission of the teacher or until the class is dismissed. Written permission of the Principal or Vice Principal is required for the students to leave the premises of the school during the school hours. Breaches of these rules will be viewed seriously and disciplinary action will be taken against the defaulters.
2. Parents are requested not to require their wards to come away from school before the school gives over, except in case of real necessity in which case, previous written permission should be



- obtained. 3. Pupil may not be sent home even in an emergency with anyone who might come for them during school hours, without a written request from the parent or Guardian.
4. Attendance on the first day of school after vacations is a must. Prior permission from the Principal is to be sought in case of serious reasons for absence.
  5. It is compulsory for every student to be present on the closing day before a vacation and re-opening day of the school after every vacation. Pupils who anticipate their holidays or who after vacations, do not return to school on the appointed day will have to pay a fine of `50/- per day unless they have a sufficiently serious reason to justify their absence.
  6. Absence from an examination will ordinarily be allowed only on medical grounds supported by medical certificate from a registered medical practitioner. This should be accompanied by a covering letter from the parent indicating the full name, class and section of the student concerned.
  7. Leave for extending holidays, attending marriages, festivities etc. is not granted without prior written application from parent of guardian and sanction from the Principal.

## XII. RULES OF CONDUCT AND DISCIPLINE

1. The School day commences with a prayer at the Morning Assembly. The pupil must arrive at the school at least five minutes before the first bell.
2. Every student must have a copy of the School Diary which must be brought to school every class day. A student will not be allowed to sit in class without the School Diary. Losing a school diary is a serious fault. A fine of `100/ has to be paid to get a new diary.
3. No remarks written in the diary can be cancelled by anyone other than the Principal/Vice Principal.
4. **General Remarks are given for serious breach of discipline and hence can be taken into consideration as a deterrent to promotion or even dismissal from the School.**
5. Pupils who have been absent from class must have the reason entered in the regularity record stating briefly the cause of absence. The statement must be written and signed by Parent/Guardian. Reasons of a private nature may be submitted in a letter.
6. An absence due to illness for two or more days, besides being entered in the Regularity Record under 'Absent' must be accompanied by a doctor's prescription.
7. If an unauthorised absence from the school exceeds 15 days, the student's name may be struck off the rolls, and he/she may not be readmitted to school.
8. Absence from the school without leave is not tolerated except when the cause is sudden illness or unforeseen circumstances, in which case the information must be given at the earliest. A leave granted must be recorded in the Regularity Record under 'Leave' in the school diary. This must be signed by Principal / Vice Principal.
9. Leave of absence is not given without a previous written application from the parent / guardian stating the reason, which must be a serious one. Such reasons as birthdays, excursions, festivals, urgent business, time to study for an examination, are not considered sufficient.
10. A fine may be imposed by the Principal/ Vice-Principal for absence from school which is not justified.
11. Early Departure: It is availed when there is an emergency at home or when a student gets sick in the school.
12. Late arrival to school is a breach of discipline. A student who comes late to school must enter the date and time of arrival in the Regularity Record under 'Late'.
13. Repeated late comers may be fined / suspended, and their parents may be called to the office of the Principal/Vice Principal.
14. Entry into the class, for absentees and late-comers, is granted after they show the teacher in charge the Regularity Record duly counter-signed by the Principal /Vice Principal.
15. It is mandatory for a student to attend the school on days marked 'Attendance Compulsory'.
16. Pupils are not allowed to leave the school without the permission of the Principal /Vice-Principal, who will require a written request from the parents, or persons authorised by the parents. No one other than the parents or persons authorised by them, may take the child out of the school. When permission is given, a gate Pass will be issued.
17. Students must bring their own tiffin from home and should avoid buying tiffin from shops around the school. The school is not responsible for the food sold by these vendors.
18. Students should come to school in full uniform. They must look clean and tidy. Whenever the complete or correct uniform cannot be worn, permission to attend school must be obtained on the Regularity Record under 'Uniform'. Students who are slovenly dressed or not in uniform may be sent home. Haircolouring, using styling gel and fashionable hair cuts are not allowed in school. Wearing low waist trousers or short skirts is forbidden.

19. Visits to restaurants, cinema, multiplexes, other public days etc. in school uniform without the knowledge of school authorities on school days is a serious breach of discipline inviting disciplinary action.
20. Every student should be diligent in carrying out the home works and other assignment that are given to them.
21. Every student attending school is obliged to take part in the co-curricular activities organised by the school.
22. Students are responsible for the safe custody of their own books and belongings. Each article should be marked with the student's name.
23. Drug abuse, drinking or coming to school under the influence of alcohol, smoking, chewing pan, chewing gum, betel nut or tobacco products, any form of verbal or written obscenity are strictly forbidden.
24. Students are not allowed to bring mobile phones to school. If confiscated, it will not be returned.
25. Students should not bring valuable articles to the school. No cameras, walkman, transistor radio, watches with alarm, CDs & DVDs and other similar fancy items shall be brought to the school. The school is not responsible for money or jewellery that is lost when brought to school.
26. No books, other than the text-books and library books may be brought to school without the Principal's permission. Textbooks and notebooks should be neatly covered and marked with the name and class.
27. No pupil is allowed to bring books, magazines, newspapers or other periodicals into the school without the permission of the Principal / Vice-Principal.
28. No one is allowed to remain inside the class room during break and the games period except when it rains.
29. During the change of periods or when going from one class room to another, silence must be observed.
30. Students are to address their teachers and all members of the School Staff with due respect and politeness. Arrogant and challenging behaviour towards teaching or non-teaching staff is forbidden.
31. On their way to and from school, students must behave in a disciplined manner.
32. OLS students should also be polite among themselves, speaking gently to one another and behaving at all times in a friendly and loving manner. Ragging, bullying and use of foul language are punishable offences. Any serious misconduct with fellow students will be dealt with severely even to the extent of dismissal.
33. Students are expected to respect school property. No student should damage any school furniture, write or draw anything on the desks or on the walls or in any way damage things belonging to others. Any school property damaged even by accident should be reported at once to the school authorities. Any damage to school property is to be made good by the student/students involved.
34. Students should not join other students in violent, destructive activities.
35. Students will not instigate other students or juniors to indulge in any misbehaviour or any form of anti social activity which will bring disrepute to the school.
36. Students will not boycott the orders, directions and instructions given to them by the school authorities.
37. A student who uses unfair means and/or receives or gives assistance in any form during tests or examinations or tampers with the evaluated answer scripts in any way or alters the marks in the Report Card of answer scripts, will be given Zero in that subject, and /or may be suspended from school. Repetition of the same will result in the dismissal of the student.
38. Every student is expected to subscribe towards small school shows and local charities if authorized by the Principal.
39. No collections or fines or funds are to be made in the school without the explicit permission of the Principal.
40. Students are not allowed to bring two wheelers to school or drive a four wheeler to school.
41. Vacations are given in the school calendar or announced by the Principal well in advance. These holidays may not be anticipated or extended. Unauthorised absence on the last days before vacation and delays in returning to school will incur fines and if necessary 're-admission' to the school.
42. In view of the required number of working days as prescribed by the Council unscheduled holidays will be made up with classes on Saturdays and other holidays as and when required.
43. The school reserves to itself the right to suspend or dismiss or not to promote pupils whose conduct in and out of the school premises is injurious to the moral climate of the school, whose diligence or progress in study is steadily unsatisfactory, who is habitually lazy or whose parents /guardians show no interest in the progress of their wards. No attendance would be given to a student during the period of suspension.

### **XIII. LIBRARY RULES**

1. Strict silence and order must be observed by all in the Library.
2. A student must have his/her library card and admit card to enter the library. These cards are not exchangeable.
3. All articles and personal belongings must be left outside when entering the library. Only a copybook and library book, if to be returned, may be taken into the library.
4. Only one book will be issued per card and no student can take a book on another's card. A book can be kept for one week only. No renewal will be allowed.
5. Books exclusively for consultation are not to be taken out of the library. They remain available to all students all time.
6. Before leaving the library every student must submit for scrutiny the books borrowed.
7. All magazines, reference book or books used while in the library must be put back into the proper place after reading.
8. Books borrowed from the library must be returned directly to the librarian. They must not be circulated. A student who circulates books borrowed from the library may have his library card withdrawn and may be fined as well.
9. If any defect is noticed in the book that is being borrowed, the librarian should be notified. Failure to do this checking renders one liable to be considered responsible for the defect noticed on the return of the book. Fines will be imposed for damages done to books and articles in the library.
10. Books lost must be replaced by the borrower.
11. A remark will be entered in the library page of school diary for every book returned late. Three such remarks will result in the withdrawal of the lending card and a fine of ` 50/- may be imposed.
12. Library cards are distributed once in April. There are two cards (a) Library Admit Card (b) Library Lending Card. Library Admit Card is to borrow a book. A lost card may be replaced by the Principal/Vice-Principal at the cost of ` 50/-.
13. No book may be retained during the summer, autumn and winter vacations.
14. Permission to enter the library during class hours must be obtained from the Principal/Vice-Principal. During other library hours no special permission is required provided a student has the Library Admit Card.
15. Students are encouraged to use class and school library under the guidance of their class teacher and the librarian.
16. Students are required to maintain silence in the library and make a conducive environment for reading.
17. Library books are issued to the pupil once in a week on the days fixed for each class. Library books must be returned within 7 days and if required, may be reissued for another 7 days.
18. Students are expected to take care of the library books. Scribbling on a book is strictly forbidden. Damages/ loss of books while in possession of the students will have to be compensated by the student in whose name the book has been issued.
19. Books are issued exclusively for the use of borrower. Anyone found lending books to other person may be denied the facility of the library.
20. Reference books and periodicals will not be issued to the students. However, they may refer to them during the library period.
21. When leaving the school, Please clear all the dues payable to the library and return the books issued to you and also obtain a No Due Certificate from the school Librarian.
22. Books must be returned before the examination and holidays.

### **XIV. COMPUTER LAB RULES**

1. The Computer Centre is a place of learning and serious work. For this 'silence' is a very necessary element. OBSERVE STRICT SILENCE.
2. Dust is the greatest enemy of the Computer. REMOVE SHOES BEFORE ENTERING THE ROOM. WEAR CLEAN SOCKS.
3. Take nothing into the computer lab without prior permission of the teacher.
4. The computer is a very delicate and expensive machine. Damages must be paid for by the student. Report immediately any kind of defect or damage so that prompt action may be taken and the machine is available for the next user.
5. Occupy the place allotted to you. You will be responsible for any eventuality for the machine you are allotted.
6. Do not tamper with or break the software/hardware.
7. Computer time is precious. Don't waste it.
8. Shut down the computer before you leave the room if it is required as per the instruction .

## **XV. SCIENCE LABORATORIES**

1. SILENCE should be maintained by all inside the Science laboratories
2. Written permission is to be taken from the Principal/Vice-Principal to enter the laboratories at times other than the stipulated time.
3. All school bags and any other articles not pertaining to the laboratories should be kept outside. 4. The student must accept responsibility and pay for any damage caused to the equipment in the laboratories.
5. During practical classes all students are expected to wear overalls. A student who has no overall will not be admitted into the laboratory.

## **XVI. PARENTAL ATTENTION TO STUDY AND RELATED MATTERS**

1. The collaboration between parents and the school authorities is of paramount importance for the ultimate achievement of the child's successful school career. Parents retain the rights and duties in the education of their children even though they delegate them in part to the school. Hence Parents and guardians are requested to cooperate with the School authorities:-
  - (a) By giving constant attention and encouragement to their children to enable them to improve their performance
  - (b) By urging their wards to be regular and punctual in attendance and diligent in the fulfilment of their written assignments and daily lessons.
  - (c) By ensuring that your child is not absent except for health reasons or such exceptionally valid reasons. Absence without leave will affect children's progress and promotion. However, please don't send a child to school if he / she is suffering from any illness. If a child has to be absent, leave must be applied for in the proper form, in the diary. Absence after vacation or long holidays will be viewed very seriously.
  - (d) By not engaging private tutors without informing the School authorities. It is the policy of the school as a rule to discourage private tuitions as a pupil should be able to progress in his/her work as a result of good teaching in the school and the regular fulfilment of assignments. In the ordinary course, private tuitions are not to be undertaken by the class teachers or by subject teachers for their own students. Parents have duty to inform the school if they are engaging private tutors for their wards.
    - (e) By insisting on neatness and cleanliness in their textbooks, exercise books and personal appearance.
    - (f) By occasionally interviewing the Principal /Vice-Principal to discuss the progress of their wards. Parents and guardians are always welcome to the school to discuss any problem of their children at the time fixed for such meeting or at other times by previous appointment
  - (g) By occasionally meeting the teachers to discuss the performance of their children. However, Parents or visitors are requested not to see the teachers during class hours without the permission of the Principal /Vice-Principal. They may meet the teachers to discuss the performance of their wards in school immediately after their classes are over on any class day. Arrangement can also be made to see the teachers during the Tiffin Break.
  - (h) By attending the Parent Teacher Meetings that are arranged by the school.
  - (i) By promptly signing the reports of the Terminal Examinations and taking an active interest in the activities and functions of the school.
2. Ordinarily communication with parents is carried out through circulars issued to the whole school or particular classes and also through the School Diary. These should be carefully read and instruction followed. Parents / guardians are strongly advised to check the school diary daily. On the first day of every month, the School Diary should be checked by the Parents and signed with the words 'CHECKED'.
3. Letters sent to parents must be properly responded. Parents when summoned to School must understand that there is something very important to be discussed with them.
4. Parents and students are discouraged strongly from giving any kind of gifts to teachers / members of the staff. They are strongly discouraged from visiting the School Staff in their residences, except in an emergency.
5. Parents are also requested not to allow small children to wear ornaments or carry cash with them, as they may not be able to take care of them.
6. Admittance into the school premises is at the sole discretion of the school authorities, who reserve to themselves the right to refuse admission to anyone without assigning any reason whatsoever. 7. Though the school takes care of your ward while in school by providing a safe environment, the school cannot be held responsible for any self inflicted or accidental mishap/injury, physical or

otherwise, that may befall your ward. If hospitalization becomes necessary, it may be done even before the parents can be informed.

8. Parents/Guardians threatening by various methods, by levelling malicious or false allegations or spreading rumours or giving false information which tends to bring disrepute to the school or its employees or spreading panic among them might result in issuing of Transfer Certificate to their son/daughter/ward from the school.

9. No students or others will be allowed to enter into the classrooms or school premises without express permission from the competent authorities on holidays. This is for the safety of the students.

10. All communications to the school must be addressed to the Principal with the current address of the parents/guardians.

## **XVII. SPECIAL FEATURES**

1. The members of the School Cabinet, distinguished from others by their badges, are appointed to assist the Principal and the Staff in the efficient running of the School. They are selected at the beginning of the Academic year on the basis of application, all round proficiency and qualities of leadership, through a process of nomination and election at the discretion of the Principal.

2. The school is run on the lines of the House System. There are four Houses – Bhabha, Gandhi, Nehru and Tagore.

3. Students are given membership in one of the four Houses and many of the activities of the School are organized according to the four Houses. The activities are assessed continuously and rewarded at the end.

4. The school has several action groups or clubs: i) Literary Club for English & Hindi, ii) Social-Service Club, iii) Computer Club, iv) Activity Club, v) Eco Club, vi) Science Club, vii) Arts & Crafts / Cultural Club, viii) Sports Club, ix) Quiz Club, x) Photography Club xi) Assembly and Notice Board Club xii) School Choir and xiii) Heritage Club.

5. All the Houses and action groups have teachers as animator /coordinators and student leaders. Captains of the Four Houses and the Presidents of the action groups become members of the Student Council.

6. School is equipped with CCTV cameras, Digital Class Systems, ERP and WIFI systems.

## **XVIII. DIVERSIFICATION OF ACTIVITIES**

An important aspect of the physiognomy of OLS is the variety of activities organized for the formation and education of the students. The innumerable activities conducted throughout the year add spice to school life, takes away boredom and prepare the student to take up responsibilities in the society.

## **XIX. CLASSROOM MANNERS**

Your Classroom is a sacred place where you gather all valuable information, knowledge and wisdom.

1. Always do your best to keep your class room neat and trim. Protect the furniture, the wall of the room, the floor and the black boards and everything around.

2. Immediately at the bell, all the students must go to the classroom, keep quiet and wait for the teacher to arrive.

3. Don't make loud noise when you are in the classroom. Don't talk when teaching is going on, Even otherwise during class periods do not talk to others and disturb them.

4. Stand up and greet the teacher, as he/she enters. Wait for the teacher's instruction to sit down. 5. If any important person enters/visits your classroom, stand up and greet them with respect and await his/her command to sit down.

6. Listen most attentively and follow the teacher closely. If you want anything from your classmate, get the teacher's permission to ask your classmate.

7. When question is asked, avoid mass answering.

8. Answer the teacher in a sufficient and loud voice, so that all in the class could hear you.

9. Do not tear off papers from your note book. Keep your books well covered with laminated brownpapers.

10. Keep alert, your posture is very important, sit up straight, keep your head erect. Don't allow your head to fall sideways or downwards.

11. While standing, standup straight. Never stand on one leg. You have to be worthy citizen of the country and of the world.



## **XX. CLEANLINESS IS NEXT TO GODLINESS**

1. Class room and verandah must always be kept clean and tidy.
2. Waste material should be deposited in the waste bin.
3. Don't write on the black board without the permission of the class teacher. Students are not allowed to use the DG board without the express permission of the Principal/Vice Principal.
4. Don't lean against the wall with your foot on it.
5. If you happen to find any item not belonging to you lying in the school compound or in the class room give it to the office.
6. Pieces of chalk should not be seen lying on the floor.
7. Don't scribble on the desks, benches and walls of your classroom, the defaulters will be fined.
8. Don't throw the waste materials through window.
9. When the Generator is on, the DG board should not be used as it will damage the projector and the digital board system.

## **XXI. NEW INITIATIVES AT OLS**

1. Educative Pastoral Plan for the year
2. Strategic Planning for the future
3. Well planned syllabus for every class
4. Teacher's in-service training
5. Seminars & Orientation Programme for the students and the staff
6. Remedial Classes for weak students
7. Guided study classes for students of classes 9 & 10
8. Scholarship for poor students
9. Project work for the young scientists
10. Solidarity campaigns for the marginalised
11. Educational tours
12. OLS Festivals
13. Counselling services for staff & students
14. Dispensary with First Aid facilities
15. Clubs for students
16. Media Education
17. Social, Medical, Sex Education
18. Seminar on Himachal culture and Indian culture
19. Spoken English classes
20. Personality Development programmes
21. Seminars on Child Rights and Human Rights
22. OLS Alumnae Association
23. Super Class & Super House contests

## **XXII. SOME GOOD PROMISES TO MAKE AND TO KEEP**

1. I will be polite, courteous and will show respect to teachers and elders.
2. No matter what may be, I will come to school every working day.
3. I will do my duty/work/study regularly and with diligence.
4. To help remember my home assignments, I will note them down in my Diary.
5. I will be attentive when the class is in session.
6. School class rooms and buildings for my academic activities and I will not run or play or shout or do anything to disturb the serenity of the classroom and School building.
7. Corridors are for me to walk on the left side to help others also walk freely. Surely I will not run and play there.
8. Drills and games are for the development of my body and I will never miss them.
9. I will always be neat and clean and will be dressed neatly.
10. I will neither use drugs or any intoxicants nor allow others to use them. If I find any similar things happening I will inform the authorities to take appropriate action.
11. I know that I am a student of Our Lady of the Snows School and I will do everything possible to keep up the good name of the School.



### **XXIII. GUIDE TO CODE OF CONDUCT DURING THE TIFFIN BREAK**

1. Please bring a fresh napkin with your Tiffin box everyday and ensure that your food is wrapped properly.
2. Make sure you spread your napkin neatly on your desk and then open your Tiffin box.
3. Food should be eaten in small bites and chewed properly for good digestion and drink sufficient water.
4. Do not talk with food in your mouth.
5. Wipe your hands with the napkin after you finish your Tiffin.
6. Please help to keep the class clean by not littering the foil.
7. In case you find any litter, don't hesitate to pick it up and throw it in the dustbin.
8. In case your classmate does not bring his/her Tiffin to the school for any reason, share your Tiffin.
9. No junk food to be brought in the Tiffin. Enough vegetable and fruits to be eaten.
10. In case your child has forgotten the Tiffin at home, parents are requested not to send the child's Tiffin with any other person.
11. Kindly do not use silver foil for packing food items.

### **XXIV. RECOMMENDATION TO BE A GOOD STUDENT**

1. To be always friendly with one another and respectful towards the elders in and out of school.
2. To avoid vulgarity in talk and behaviour.
3. To accept whatever work is assigned with joy and pride.
4. To rise when the Principal/Vice Principal/Teacher/Visitor enters or passes through any room in which you happen to be alone or with classmates.
5. To respect and preserve school property and report at once to the teacher any damage or danger to it that you may observe.
6. To avoid dropping bits of paper in the school premises or out of the windows, to pick up such when found.
7. The pupils are not allowed to visit the Staff Room unless called for.
8. Never omit any lesson or homework assigned.
9. Always revise the work done in class and get your difficulties solved.
10. If memory work is assigned, learn it overnight and repeat it in the morning.
11. Repeat at the end of the week, all that was learnt during the week.
12. Make a daily home time table for yourself. In this way you will learn to be a student of regular habits, a most valuable asset in later life.
13. Realize the value of time. Do not wait till the approach of the examinations. The key to success is regular, smart, hard and sincere work. Do not waste your God given talents for want of application.

### **XXV. CO-CURRICULAR ACTIVITIES**

1. It is chiefly through these activities that the various facets of a child's personality are revealed and that such qualities as team spirit, self-confidence, sportsmanship, initiative and the proper use of leisure are developed
2. Educational tours, excursions and picnics are organized during the academic year. The school authorities, management and the staff will not be held responsible for any unforeseen accident or mishap during the picnics, tours or excursions.
3. Mere accumulation of academic knowledge is not enough in life. Some of the co-curricular activities encouraged are : public speaking (English, Hindi), dramatics, social service, drawing and painting, dancing and singing, games, P.T. athletics, excursion, educational films, work experience etc.
4. Recognition for Co-curricular Activities, Certificates and Prizes are given to students for showing proficiency in co-curricular activities.

### **XXVI. MEDITATION**

Meditation in its highest aspect provides a person with definite techniques for knowing and mastering his/her own mind. The willpower and mental prowess of a person are greatly enhanced thereby. Thus each school day should begin with a meditated prayer session. Regular prayer sessions are also conducted as the school aims at blending spirituality with academic excellence.

## XXVII. RESPONSIBILITIES OF THE CLASS LEADER

Special attention shall be paid by class teachers in choosing suitable leaders.

1. Leaders must be, as far as possible, exemplary in conduct and industrious in their studies. 2. They must be able to command respect in the class.
3. They are employed for all assistance in the class e.g. maintaining discipline, reporting to concerned authorities about various needs of the class etc.
4. The leaders will be responsible for all happenings in the class during the absence of the teacher. The recording and reporting of the happenings to be done.
5. The leaders have to realise that to be a leader is a special privilege and honour. To betray the trust and confidence reposed in them is to commit a most degrading act.
6. Once in a month a meeting of leaders will be held for improving discipline and redressing grievances. 7. It is incumbent on all leaders to report to the Principal, the teacher incharge or the class teacher any breach of discipline noticed even during the recess.
8. In the case of a teacher being absent, they must inform the office within the first five minutes from the commencement of the periods.

## PRAYERS

### PRAYER FOR THE COUNTRY

God, our Father, Bless our dear and beautiful country. Make it prosperous. Bless all its people and give light and wisdom to all our leaders. May they lead our country along the path of justice and righteousness. Let your love abide in the hearts of all its citizens and may we live in peace and harmony.

### LET US TOGETHER PLEDGE FOR A NEW INDIA (SANKALP SE SIDDHI)

In 1942 our freedom fighters took a pledge of 'Quit India' and in 1947 India achieved Independence. Let us together pledge that we build a New India. Let us together pledge towards a Clean India. Let us together pledge towards a Poverty free India. Let us together pledge towards a Corruption free India. Let us together pledge towards a Terrorism free India. Let us together pledge towards a Communalism free India. Let us together pledge towards a Casteism free India. Together let us strive whole heartedly to accomplish this pledge for New India.

### THE LORD'S PRAYER

Our Father, who art in heaven, Hallowed be Thy Name, Thy kingdom come, Thy will be done on earth as it is in heaven. Give us this day our daily bread, And forgive us our trespasses, as we forgive those who trespass against us; And lead us not into temptation, but deliver us from evil. *Amen.*

### PRAYER TO THE HOLY SPIRIT

Spirit of the Living God, enter our souls and make our hearts ready. By your light illumine the darkness of our minds, by your fire warm our cold hearts, by your grace fill us with your power. May we see what is right, do what is good, and persevere in what is holy and live in your love, your peace and your joy. *Amen.*

### PRAYER BEFORE CLASS

O my God teach me to love you with all my heart. Help me never to displease you by any wicked thing. Strengthen my weakness. Help me to fight on, in time of temptation and when I feel afraid. Help me to think the right things, to speak the right things, and to do the right things so that I may be a help to my friends and to all others around me. Bless me with knowledge and understanding. Bless my country, my parents, my teachers, my brothers and sisters and all who do good to me. Grant that one day, we may all come safely to our home in heaven. *Amen*

### PRAYER AFTER CLASS

We praise and thank you Lord for all the help you have given us today. We thank you for the joys and sorrows, successes and failures. We thank you for our parents, teachers, friends and everything you have given us today. Forgive us Father, if we have failed you in anything and be with us wherever we go. *Amen*

### MORNING PRAYER

God Almighty, you have brought us safely, to the beginning of this day. Defend us today, by your mighty power, so that we may live as your children. Guide us with your wisdom which will enable us at all times, to know what to do. Make us know when to speak, and when to be silent; make us know when to act, and when to wait. Protect us, all our teachers, brothers and sisters so that in all our thoughts, words and actions, we may be guided by you, as to do always, what is holy in your sight. *Amen*

## PRAYER BEFORE EXAMINATION

O God of wisdom and power, we beseech you to look kindly upon us, as we are about to face our examination. Enlighten our minds, so as to recall to our memory, all that we have learnt, all that we have grasped. We have made every effort, we have used every talent, you have given us. We ask you then, for your strength, for your guidance as we face today's examination, as we stand imploring your help. We humbly ask you to accept the fruit of our hard work. *Amen.*

## PRAYER OF A STUDENT

O God, from whom all wisdom and knowledge proceed, help us to do our studies well. Open our minds to the truth, wipe out all our prejudices. Let us not mistake fiction for facts, and fanciful theories for science. Make us diligent and constant in the pursuit of learning. Give us eager minds to learn something new everyday. And may our aim always be to pierce the veil of the visible world, to reach you, o invisible, eternal and unchangeable Truth.

## PRAYER OF A TEACHER

O Holy Spirit of God, with a humble and confident attitude, I beg of you for a dedicated will to help me lead the hearts and minds of the young to knowledge and to truth. Help me to remember the greatness of the work which has been given to me to do. Help me always to remember that I work with the most precious material in the world, the mind of a child. Help me always to remember that I am making marks upon that mind which time will never rub out. Give me patience with those who are slow to learn, and even with those who refuse to learn. When I have to exercise discipline, help me to do so in sternness and yet in love. Keep me from the sarcastic and biting tongue, and help me always to encourage and never to discourage those who are doing their best even if the best is not very good. Help me to assist these children not only to store things in their memories, but also to be able to use their minds in their minds and to think for themselves. And amidst the worries and the irritations and frustrations of my work, help me to remember that the future of the nation and of the world is in my hands. All this and more I ask of your bounteous goodness Holy Lord. *Amen*

## PRAYER FOR PARENTS

O God, I thank you for my dearest parents who have loved me and cared for me. Be with them and surround them with your presence. Open their hearts to trust your constant care. Help me to show how much I appreciate them. Forgive me for the times I've made them sad. Bless them with good health and happiness. I place them in Your hands. Watch over them with tender love. Keep them close to one another in this life and in the next. *Amen*

## PRAYER FOR THE WEEK

### MONDAY

Lord, you have given me a brand new day. I stand before you, humbly, Seeking your guidance and inspiration, Fill me with your divine presence, that I may give more to others, and to all who care for me, For there is more joy, in giving and living like thee. *Amen*

### TUESDAY

Dear Lord, as we begin this day, I ask You to accept my thoughts, my plan, my work, my play, All my laughter and my song, Help me to be attentive to my teachers, To learn every lesson right, To say what's true, help me God not To waste my time and energy On useless things. *Amen*

### WEDNESDAY

Father, I thank you for giving me all that I need. A home, parents, teachers, family and friends. Your love penetrates through each of them. Their sacrifice has taught me love, obedience, Patience and loyalty. Help me to imitate them, to be grateful to each of them, For they are your wonderful gifts to me. *Amen*

### THURSDAY

Lord, the power of your love and forgiveness, Has been your greatest gift to me. It has helped me to discover, my true self and given me, the joy of sharing. Father, touch my heart and make me sensitive, to serve Others, Teach me to forgive others always, that I may be forgiven. *Amen*

### FRIDAY

Heavenly Father, you have placed me in a school, Not only to gain knowledge, but learn other values. Make me proud of my school and my country Make me aware of its needs, that I may give more than I receive. Help me to appreciate its culture and varied heritage, Let me reach out, in genuine love and strive to do What my country requires of me. *Amen*

## SATURDAY

God/ we dedicate this day to you/ the thoughts we all think/ The words we speak/ the work we do  
Accept it all/ as our humble offering. God/ be in our heads/ and in our understanding Be in our eyes/ and in our  
looking Be in our mouth/ and in our speaking. Be in our hearts/ and in our thinking. Be with us/ through this busy  
day. *Amen*

## JESUS LOVES CHILDREN

People were bringing children to Jesus, that he might touch them but the disciples rebuked them. When Jesus saw this, he was indignant and said to them, "Let the children come to me, do not stop them because the kingdom of God belongs to them. Whoever does not receive the kingdom of God like a child, shall not enter it. Then he received them in his arms and blessed them laying his hands upon them". ***BIBLE St. Mark 10:13-16***