

# MUKUNDAPURAM PUBLIC SCHOOL

A project of Mukundapuram Educational & Cultural Society Reg.No.395/2002

(Senior Secondary, Affiliated to CISCE, Aff. No. KE094)

Nadavaramba – 680 661

Mob +91 8138003666

Email: [promps@manappuramschools.com](mailto:promps@manappuramschools.com)

Web: [www.mukundapurampublicschool.com](http://www.mukundapurampublicschool.com)



**SCHOOL DIARY 2026 - 2027**

Name : .....

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

House : .....

Class Teacher : .....



## **TELEPHONE**

School Office: 9746791366

Principal: 8138001666  
principalmps@manappuramschools.com

Administrator: 8086777741  
adminmps@manappuramschools.com

Vice Principal: 8138094666  
viceprincipalmps@manappuramschools.com

PRO: 8138003666  
promps@manappuramschools.com

## **SCHOOL HOURS**

9:00 a.m. to 3:30 p.m.

## **OFFICE HOURS**

8:45 a.m. to 1:00 p.m.

1:30 p.m. to 4:15 p.m.

## **TIME FOR MEETINGS**

Principal: 9:30 a.m. to 11:00 a.m. on school days  
(By appointment)

Teachers: After 3:30 p.m. on school days  
(With prior permission only)



Mukundapuram Public School is managed by Manappuram Foundation, CSR body of Manappuram Finance Ltd. The control of the school came under Manappuram Foundation during the Academic Year 2016-17. It is headed by **Sri. V.P. Nandakumar MD & CEO** of Manappuram Finance Ltd. Manappuram Foundation works with a vision to create healthy, educated and happy communities.

## **OUR VISION AND MISSION**

### **Our Vision:**

Our vision is to create empowered global citizens who have the requisite skills and fundamental competencies, with core values for humankind and our planet Earth.

### **Our Mission:**

We provide exemplary educational services, emphasizing continual improvement complying with international standards, in order to mould eager young minds and ensure that they evolve into eternal learners.



### STUDENT'S DATA

Name:.....

Class:.....Division:.....House:.....

Roll No.: ..... Adm. No: .....

Date of Birth: .....

Blood Group: .....

Height: ..... Weight: .....

Medication (If any): .....

Father's / Guardian's Name: .....

Residential Address: .....

.....

.....

Occupation: .....

Tel. No.: .....

Mother's Name: .....

Tel. No.: .....

Bus Pick up & Drop off Points: .....

Sibling : ..... Class: ..... Section: .....

Sibling : ..... Class: ..... Section: .....

#### Signature

Sign of Father/ Mother	Sign of Guardian

- N.B.:**
- 1. This diary must be brought to the school every day.**
  - 2. Parent/ Guardian is requested to check the diary daily and duly sign it.**



## STATEMENT MADE BY THE PARENT

(School Copy)

(To be filled by THE PARENT in CAPITAL LETTERS only)

Student's Name: \_\_\_\_\_ House: \_\_\_\_\_

Admission No.: \_\_\_\_\_ Class & Section: \_\_\_\_\_

Date of Birth: \_\_\_\_\_ Blood Group: \_\_\_\_\_

Aadhaar Number: \_\_\_\_\_ APL/BPL: \_\_\_\_\_

Religion: \_\_\_\_\_ Caste: \_\_\_\_\_ Category: General/OBC/SC/ST

Father's Name: \_\_\_\_\_ Mobile: \_\_\_\_\_

Mother's Name: \_\_\_\_\_ Mobile: \_\_\_\_\_

Father's Occupation: \_\_\_\_\_

Mother's Occupation: \_\_\_\_\_

Permanent Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Pin code: \_\_\_\_\_

Temporary Address (Parent/Guardian): \_\_\_\_\_  
\_\_\_\_\_

Emergency Contact Number 1: \_\_\_\_\_

Emergency Contact Number 2: \_\_\_\_\_

E-mail ID of Father: \_\_\_\_\_ Aadhaar No.: \_\_\_\_\_

E-mail ID of Mother: \_\_\_\_\_ Aadhaar No.: \_\_\_\_\_

Identification Mark: \_\_\_\_\_

Transportation: School/Private

(If School Transport) Bus No.: \_\_\_\_\_

If siblings are studying here:

Name: \_\_\_\_\_ Class: \_\_\_\_\_ Section: \_\_\_\_\_

Name: \_\_\_\_\_ Class: \_\_\_\_\_ Section: \_\_\_\_\_

Date: \_\_\_\_\_ Signature of Parent / Guardian: \_\_\_\_\_



### DECLARATION

I have read all the rules and regulations of the school laid down in this diary, and I promise to abide by them and ensure that the rules framed in the interest of my ward, \_\_\_\_\_, studying in Std. \_\_\_\_\_, are followed in letter and spirit.

I shall regularly check my ward's diary and will take necessary steps for the fulfilment of his/her duties.

Date: \_\_\_\_\_ Signature of Parent / Guardian: \_\_\_\_\_



## OUR TEACHERS

Sl. No.	Name of Teacher	Qualifications
1	JIJIKRISHNA N G (Principal)	M.A. English, B.Ed., SET, CTET, M.A. Counselling Psychology
2	ASHA VARGHESE (Vice-Principal)	B.A., B.Ed.
3	R RESHMI (KG-Coordinator)	M.Sc., PPTTC, MTTC
4	SMITHA M V (VI- XII HM)	M.A., B. Ed.
5	SHEEBA A X (I- V HM)	M.A., PPTTC, Hindi Praveen, LDRM
<b>KINDERGARTEN</b>		
6	SOBHA SIVARAMAN	B.A., Hindi Praveen, Montessori, D. Basic Counselling, DRM
7	VIJI THOMAS	B.Com., NTTC
8	SINI K G	B.A., NTTC, Montessori,
9	BHAVYA P T	M.A., B.Ed., Montessori, KTET
10	ROSY V P	NTTC, ALDI, Montessori
11	SHAIBA P K	B.A., TTC, Montessori
12	PRAJITHA K S	B.Sc., B.Ed.
13	MINI P A	M.Com., NTTC, ADIMTTC
14	SREEDHI K R	BCA, Montessori, DCE
15	AYISHA SHEHA	DAOM, MD in Acu, PGDIM
16	SREEVIDYA T U	B.A., MBA, Montessori
17	SILPA C R	M.Com.
18	ARYA P G	B.Sc., B.Ed., KTET
19	SHILPA ANISH	M.Sc., PGDIME
20	AISWARYA T S	B.Com., CPA, MTTC
21	SUSMITHA V NAIR	M.Sc., B.Ed., MTTC
22	SRUTHI SATHYAN	MTTC, MCA
23	AMBILY N MOHAN	PGDM, MBA
24	ASEELA E A	PGDM, MBA
25	DEEPA SIJO (Creche)	Diploma in Gen. Nursing and Midwifery, DECE



<b>DEPARTMENT OF ENGLISH</b>		
26	RESHMA THAMPI (HOD)	M.A., B.Ed., KTET, SET, CTET, DCA
27	SHEEBA A X	M.A., PPTTC, Hindi Praveen, LDRM
28	AFEEDA A ASSIS	M.A., PGDIM
29	NEENU JOHN	M.A., B.Ed., KTET
30	BAPTISTA ELTON FRANCIS(CE)	B.Com., PG in Hospitality & Tourism Studies, C1 LEVEL Proficiency (British Council)
31	M JINITHA GOPALAN (CE)	B.Com., B.Ed.
<b>DEPARTMENT OF HINDI</b>		
32	BEENA M R (HOD)	M.Com., M.A., TTC
31	SALIJA A K	M.A., B.Ed., KTET, DCE
32	VISHNUPRIYA N U	M.A., B.Ed.
<b>DEPARTMENT OF MALAYALAM</b>		
33	SREEKALA P S (HOD)	M.A., B.Ed.
34	JEENA ANTONY K	B.Sc., B.Ed.
35	RAGI M R	M.A., B.Ed.
<b>DEPARTMENT OF MATHEMATICS</b>		
36	DHWANI JOSEPH (HOD)	M.Sc.Maths, M.Sc. Clinical Psychology, B.Ed., LDRM, BCC, ICWAI(Inter)
37	SHIBI RAPHEL	B.Sc., B.Ed.
38	SMITHA JAYARAJ	B.Sc., B.Ed.
<b>DEPARTMENT OF SCIENCE</b>		
39	SHAKKEELA N A (HOD)	M.Sc. Zoology, M.Sc.Clinical Psychology, B.Ed., SET, D. Basic Counselling, LDRM
40	PRIYA P	M.Sc., B.Ed., KTET, BCC
41	SREEDEVI T S	B.Sc., B.Ed.
42	MENON VINITHA ANANDHAN	M.Sc., B.Ed., CTET
43	ASWATHY K G	B.Sc., B.Ed., KTET
44	GAYATHRI G	M.Sc., B.Ed.
45	RAGI RAMAN (Lab Assistant)	B.Sc., B.Ed.
46	GOPIKA P	M.Sc.,B.Ed.



<b>DEPARTMENT OF SOCIAL SCIENCE</b>		
47	SMITHA M V (HOD)	M.A., B.Ed.
48	BABITHA K N	M.A., B.Ed., KTET
49	ASHA VARGHESE	B.A., B.Ed.
50	RINNI C V	M.A., B.Ed., SET
51	SONIYA JOSE	M.A., B.Ed., KTET
<b>DEPARTMENT OF COMPUTER SCIENCE</b>		
52	DALY AP (HOD)	MCA
53	ANJU KC	M.Sc. IT
54	NIMITHA FRANCIS	M.Tech.
<b>DEPARTMENT OF PHYSICAL EDUCATION</b>		
55	DEVAPRIYA P B (HOD)	B.A. English, B.P.Ed., M.P.Ed.
56	ALFRED C ANTO	M.P.Ed.
<b>DEPARTMENT OF COMMERCE</b>		
57	ASWATHY DHARMARAJAN (HOD)	M.Com., B.Ed.
58	AVYA ARAVINDHAKSHAN	M.Com., B.Ed.
<b>DEPARTMENT OF ART</b>		
59	NITHIN S KUMAR (HOD)	MFA Applied Art
60	RESHMI REGHUNATH	DCE, KGCE
61	JYOTHIKA K B	M.A. Mohiniyattam
62	SREEVIDHYA E (Librarian)	M.com., M.L.I.Sc
63	SHAIJI JOSE (Nurse)	General Nursing & Midwifery
64	SHAFEENA T.L (Counsellor)	B.A., B.Ed., ALDI, Mentalism and Hypnotherapy, M.A. Clinical Psychology
65	BINU MK	B.A. Music, Senior Music Diploma, Ganabooshanam
<b>NEET/JEE/CA COACHING FACULTY</b>		
66	TINU THOMAS	M.Sc., B.Ed.
67	ELVIN C Z	M.Sc., B.Ed., KTET
68	ALIN BENNY	M.Sc., B.Ed., KTET
69	VIBIN VARGHESE	B.Sc., B.Ed.



## School Advisory Committee – The Visionaries Guiding Our Journey

Sl. No	Name	Designation and Profile
1	<b>Sri. P S Vidyadharan</b>	Legendary music composer, Lyricist and Singer
2	<b>Sri. RLV Ramakrishnan</b>	Distinguished Classical Dancer and Choreographer (Bharatanatyam & Mohiniyattam)
3	<b>Sri. Jo Paul Ancheri</b>	International Football Player and Coach of Forca Kochi FC
4	<b>Sri. V P Joy</b>	Senior Executive Vice President, Reliance Industries Ltd. Secretary, Reliance Foundation School's Academic Council
5	<b>Sri. Davinci Suresh</b>	Celebrated Artist and Sand Sculptor



## School Management Committee (SMC)

Sl. No	Member's Name	Occupation with Address	Designation in SMC
1	Mr. George De Das	CEO-Manappuram Foundation	Chairman SMC
2	Mrs. Jijikrishna N G	Principal MPS	Secretary
3	Mrs. Asha Varghese	Vice-Principal MPS	Member
4	Mr. Asok Kumar	Business	Parent (Member)
5	Mrs. Sanitha Ramesh	Home maker	Parent (Member)
6	Adv. Reena John N	Advocate	Parent (Member)
7	Mrs. Smitha M V	Teacher-MPS	Teacher (Member)
8	Mrs. Sheeba A X	Teacher-MPS	Teacher (Member)
9	Dr. Renjith P R	Human Resources Officer, Manappuram Finance	Member
10	Mr. Jomy P L	Director, Sensorium Centre for Advanced Learning	Member
11	Mrs. Bindu A L	CFO-Manappuram Finance	Member
12	Mr. Varna P	CS-Manappuram Foundation	Member
13	CMA Ramasubramanian TN	Consultant & Faculty CA Foundation	Member
14	Mr. Sanoj Herbert	Secretary, MECS	Member
15	Mr. Linto K P	Director-MA Academy	Member
16	Mr. Johnson Kolankanny	Former Member, MECS	Member
17	Ms. Shakeela C B	Retd. HSST English, Best Teacher Award Winner	Member
18	Mr. M C Lohithakshan	Retd. Principal Govt. Girls HSS Irinjalakuda	Member



## PLEDGE

India is my country. /  
All Indians are / my brothers and sisters. /  
I love my country / and I am / proud of its /  
rich and / varied heritage. / I shall always /  
strive to be / worthy of it. / I shall give my parents, /  
teachers / and all elders / respect and treat every one /  
with courtesy. / To my country / and my people /  
I pledge my devotion. / In their well- being /  
and prosperity alone / lies my happiness. /  
Jai Hind

## PRAYER SONGS

### Showers of Blessings

There shall be showers of blessings  
This is the promise of love;  
There shall be seasons refreshing,  
Sent from the Saviour above.  
Showers of blessings  
Showers of blessings we need;  
Mercy drops 'round us are falling  
But for the showers we plead.

### You are with me

You are with me Wherever I go  
Every moment Your life in me flows.  
You're always there close by my side  
You are there oh God both day and night.

You are with me in my mother's womb  
You are with me in days of gloom.  
You helped me stand against all odds  
And you filled me with your strength oh God.



**God, you are**

God, you are  
 More precious than silver.  
 God, you are  
 More costly than gold.  
 God, you are  
 More beautiful than diamonds,  
 And nothing I desire  
 Compares with you.  
 Who can weigh the value  
 Of knowing you?  
 Who can judge the worth  
 Of who you are?  
 Who can count the blessings  
 Of loving you?  
 Who can say just how great you are?

**Bind us together**

Bind us together, God  
 Bind us together  
 With cords that cannot be broken  
 Bind us together, God  
 Bind us together  
 Bind us together in God

**പ്രാർത്ഥന**

അച്ഛനുമമ്മയ്ക്കും ആദ്യപ്രണാമം  
 ആചാര്യന്മാർക്കോ സൂര്യപ്രണാമം  
 ചങ്ങാതിമാർക്കും മറ്റുള്ളവർക്കൊക്കെയും  
 മംഗളം വിടരുന്ന സ്നേഹപ്രണാമം  
 സർവ്വസൃഷ്ടാവാം ജഗദീശാ പ്രണാമം  
 മാനവജന്മപിറവിക്കു നന്ദി  
 തൻമൂലപ്പാലിൽ കരുണയ്ക്കു നന്ദി  
 താലോലമാട്ടിയ കൈകൾക്കു നന്ദി



താരാട്ടുപാട്ടിനും കുട്ടിനും നന്ദി  
അക്ഷരപ്പുവിലെ തേനിനു നന്ദി  
അറ്റമില്ലാത്തോരറിവിനു നന്ദി  
മോഹങ്ങൾ തിരിനീട്ടും പുലരിക്കു നന്ദി  
സ്നേഹാലയമീ പാരിനു നന്ദി  
സ്നേഹാലയമാമീപാരിനു നന്ദി

2

എങ്ങുമെങ്ങും നിറയും വെളിച്ചമേ  
എൻകരളിൽ കുടിയിരിക്കേണമേ  
എന്റെ പാദം ഇടറാതിരിക്കുവാൻ  
എന്നുമെന്നിൽ കൃപ ചൊരിയേണമേ  
പുവിലുറുന്ന പുഞ്ചിരി നീയല്ലോ  
പുസ്തകം തരും ജ്ഞാനവും നീയല്ലോ  
പുല്ലുമാടവും പൂവണിമേടയും  
തുല്യമായ്തൊഴും ശക്തിയും നീയല്ലോ  
നല്ലബുദ്ധിയായ് എന്റെ മനസ്സിലും  
നല്ലവാണിയായ് നാവിന്റെ തുമ്പിലും  
നല്ലചെയ്തിയായ് എൻ പിഞ്ചുകയ്യിലും  
നന്മയായ് നീ നിറഞ്ഞിരിക്കേണമേ... (3)

**Hindi prayer song**

**हमको मनकी शक्ति देना**

हमको मन की शक्ति देना, मन विजय करें,  
दूसरों की जय से पहले, खुद को जय करें।  
भद भाव अपने दिल से, साफ कर सकें,  
दोस्तों से भूल हो तो, माफ़ कर सकें  
झूठ से बचे रहें, सच का दम भरें  
दूसरों की जय से पहले, खुद को जय करें।  
हमको मन की शक्ति देना, मन विजय करें,  
दूसरों की जय से पहले, खुद को जय करें।



## School Anthem

In Nadavaramba's morning light,  
We rise with dreams so bold and bright.  
With hearts that seek; with minds that grow,  
Mukundapuram leads as we go.

(Chorus)

Forward we march with pride and grace,  
In every challenge we find our place.  
With truth and wisdom as our guide,  
Mukundapuram, stands by our side.

Built on vision strong and true,  
With architects and teachers too.  
A hope of learning safe and sound,  
Where joy and purpose both are found.

From every land our teachers come,  
To light the spark to fan the flame,  
Together strong, we learn we soar,  
To shape the world and so much more.

## സ്കൂൾഗാനം

നമുക്ക് സ്വന്തമീ വിദ്യാലയം.  
മണപ്പുറം നമുക്കായ് ഒരുക്കിയ  
മുകുന്ദപുരം കലാക്ഷേത്രം  
മുകുന്ദപുരം കലാക്ഷേത്രം. (2)  
അയ്യൻചിറുകണ്ടൻ വാണൊരു നാട്ടിൽ  
മിത്തും ചരിതവും വിളയാടും മുക്കിൽ (2)



കളിയുടെ ചിരിയുടെ വരയുടെ  
മഹോത്സവമല്ലോ (2)  
മഹോത്സവമല്ലോ.

(നമുക്കു സ്വന്തമീ)

വരു വരു ചിത്രശലഭങ്ങളെ  
പാറി എത്തു കുരുന്നുകളെ (2)  
സുന്ദരപൂങ്കാവനമുണ്ടിവിടെ  
നിറയെ പൂത്തിറങ്ങും ആകാശമുണ്ടിവിടെ. (2)  
അറിവിൻ അകക്കാമ്പിളയും ആത്മവിദ്യാലയം.  
ഇത് സ്വരരാഗസംഗീതമുതിരും  
ധന്യമാം വിദ്യാലയം  
ഇത് ധന്യമാം വിദ്യാലയം.

(നമുക്ക് സ്വന്തമീ )

ഗാനരചന: ഖാദർ പട്ടേപ്പാടം  
സംഗീതം : വിദ്യാധരൻമാസ്റ്റർ

**VANDE MATARAM**

വന്ദേമാതരം!  
സുജലാം സുഹലാം  
മലയജശീതളാം,  
സന്ധ്യശ്രോമളാം, മാതരം!  
ശുഭ്രജ്യോത്സ്ന പുളകിതയാമിണിം,  
ഘൃല്ലകുസുമീത ദ്രുമതലശോഭിണിം,  
സുഹാസിനിം, സുമധുരഭോഷിണിം ,  
സുഖദാം, വരദാം, മാതരം!  
വന്ദേമാതരം!



## NATIONAL ANTHEM

Jana - gana - mana - adhinayaka, jaya he  
Bharata - bhagya - vidhata.  
Punjab - Sindh - Gujarat - Maratha  
Dravida - Utkala - Banga  
Vindhya - Himachala - Yamuna - Ganga  
Uchchala - Jaladhi - taranga.  
Tava shubha name jage,  
Tava shubha asisa mage,  
Gahe tava jaya gatha,  
Jana - gana - mangala - dayaka jaya he  
Bharata - bhagya - vidhata.  
Jaya he, jaya he, jaya he,  
Jaya jaya jaya, jaya he!

### Meaning of National Anthem

“Thou art the ruler of the minds of all people,  
Dispenser of India’s destiny.  
Thy name rouses the hearts of Punjab, Sindhu,  
Gujarat and Maratha,  
Of the Dravida and Odisha and Bengal;  
It echoes in the hills of the Vindhyas and Himalayas,  
mingles in the music of Yamuna and Ganges and is  
chanted by the waves of the Indian Sea.  
They pray for thy blessings and sing thy praise.  
The saving of all people waits in thy hand,  
Thou dispenser of India’s destiny.  
Victory, victory, victory to thee.”



## OUR CURRICULUM

The Curriculum prescribed by the Council for the Indian School in Certificate Examination (CISCE) New Delhi is followed.

### SCHOLASTIC AREA

Class	Subjects
PRE-KG	English, Mathematics, Environmental Science, Step & Learn, FSM Music Curriculum, Montessori, Robotics.
LKG	English, Malayalam, Mathematics, Environmental Science, Step & Learn, FSM Music Curriculum, Montessori, Robotics.
UKG	English, Malayalam, Hindi, Mathematics, Environmental Science, Step & Learn, FSM Music Curriculum, Montessori, Robotics.
Std. I & II	English, Malayalam, Hindi, Mathematics, Environmental Science, Computer Applications, Robotics, G.K, Value Education.
Std. III, IV & V	English, Malayalam, Hindi, Mathematics, General Science, Social Science, Computer Applications, Robotics, G.K, Value Education.
Std. VI to VIII	English, Hindi, Malayalam, Mathematics, Physics, Chemistry, Biology, History & Civics, Geography, Computer Applications, Robotics, G.K, Value Education.
Std. IX & X	English, Hindi / Malayalam, Mathematics, Physics, Chemistry,



	Biology, History & Civics, Geography, Computer Applications / Physical Education / Commercial Applications
Std. XI & XII (Science)	English, Physics, Chemistry, Biology / Mathematics / Computer Science
Std. XI & XII (Commerce)	English, Economics, Business Studies, Accountancy, Mathematics / Computer Science
Std. XI & XII (Humanities)	English, History, Economics, Sociology, Political Science

### CO - CURRICULAR ACTIVITIES

- |                              |                               |
|------------------------------|-------------------------------|
| 1. Sports                    | 8. Skating                    |
| 2. Music: Vocal / Instrument | 9. Archery                    |
| 3. Karate                    | 10. Foreign Language Training |
| 4. Yoga                      | 11. Public Speaking           |
| 5. Dance                     | 12. Kickboxing                |
| 6. SUPW                      | 13. Chenda                    |
| 7. Chess                     |                               |

### CLUBS

- |                           |                          |
|---------------------------|--------------------------|
| 1. Literary & Debate Club | 6. Arts Club             |
| 2. Nature & Science Club  | 7. Maths & Social Club   |
| 3. Community Club         | 8. Radio & Quiz Club     |
| 4. Robotic Club           | 9. Foreign Language Club |
| 5. Rocketry Club          | 10. Kinder Club          |

### HOUSE SYSTEM

- |                     |                  |
|---------------------|------------------|
| 1. Samudra (Blue)   | 3. Prithvi (Red) |
| 2. Prakriti (Green) | 4. Agni (Yellow) |



## DIGITAL LIBRARY

The M.A. Virtual Reality Digital Library of Mukundapuram Public School serves as a vital resource hub, supporting and inspiring the school's teaching and learning community. With a rich collection of books, periodicals, newspapers, multimedia resources, and a wide range of digital and online services, the library plays a key role in fostering academic excellence.

In today's information-driven society, the library empowers students with essential life-long learning skills and nurtures their imagination, helping them grow into informed and responsible citizens. The MPS Digital Library introduces transformative societal benefits, particularly in the realm of e-learning. By eliminating the limitations of time and space inherent in traditional libraries, it enables flexible learning anytime and anywhere.

This digital platform offers access to a vast repository of knowledge, featuring a limitless range of content and resources. It also encourages collaborative learning and seamless sharing of information, making it a cornerstone of modern education at MPS.

## PATTERN OF THE ASSESSMENT

The school conducts assessments in accordance with the directives of the Council for the Indian School Certificate Examinations (CISCE).

The academic year is divided into two semesters:

- The First Semester includes the First Mid-Semester Assessment and the First Semester Examination.
- The Second Semester includes the Second Mid-Semester Assessment and the Second Semester Examination.



## PATTERN OF THE ASSESSMENT

<i>Class</i>	<i>Mid Semester Exams</i>	<i>Semester Exams</i>	<i>Internal Assessment</i>
KG - V	20 Marks (Each Semester)	40 Marks (Each Semester)	20 Marks
VI - VIII	20 Marks (Each Semester)	80 Marks (Each Semester)	20 Marks
IX - X	40 Marks (Each Semester)	80 Marks (Each Semester)	20 Marks
XI - XII Science/ Commerce/ Humanities	40 Marks (Each Semester)	70/80 Marks (Each Semester)	30/20 Marks

## GENERAL RULES & REGULATIONS

### I. Attendance and Punctuality

1. The school day begins with assembly at 9.05 a.m. Students must report by 9.00 a.m.
2. A minimum of 75% attendance is mandatory for all students.
3. Latecomers must get their late-coming record signed by the class teacher before entering class.
4. Leave must be supported by a written application; for unplanned leave, a note countersigned by the Principal is required upon return.
5. Leave due to illness must be communicated within five days with a doctor's certificate and a parent/guardian's note.
6. Students recovering from contagious illnesses must remain at home and inform the Principal before returning.



## **II. Permissions and Campus Protocol**

7. Students may not leave the campus during school hours without written permission from the Principal and Class Teacher, and must be accompanied by a parent or an authorized guardian.
8. No student will be sent with unauthorized individuals unless a written note from parents/guardians is provided.
9. Visitors and personal calls are not permitted for students during school hours. Urgent messages will be relayed through the office.
10. Parents and guardians are not allowed to visit their children during class time.

## **III. Discipline and Conduct**

11. English must be spoken at all times within the school premises and school bus.
12. Students are not allowed to change classrooms or seats without the teacher's permission.
13. Playing in classrooms and corridors is strictly prohibited; silence must be observed during class hours.
14. Scribbling or damaging walls, furniture, or property is forbidden.
15. Damage to school property must be reported and repaired or replaced by the student.
16. Students must maintain high moral standards, good manners, and respectful behaviour.
17. Serious violations will lead to suspension, at the Principal's discretion.

## **IV. Uniform and Personal Appearance**

18. Wearing the prescribed school uniform is compulsory on all working days.
19. Students may wear casual dress only on their birthdays.



20. Boys must have neat, non-fancy haircuts. Girls must tie their hair with black bands; long hair should be made into Pony Tail.
21. Shoes must be polished daily. Nails must be trimmed and kept short. Nail polish is strictly prohibited.
22. Students not in uniform will not be allowed in class or on the school premises on regular working days.

#### **V. Food**

23. Lunch is provided from the common mess for students from Pre-KG to XII.
24. Breakfast is provided for students from Pre-KG to UKG.
25. Mess fees are not calculated on a daily basis; it is a fixed charge.

#### **VI. Communication and Responsibilities**

26. Parents must inform the school of any change in address or contact number immediately.
27. Teachers should be contacted only during designated hours, as shared by the teacher.
28. Homework and test modules must be completed and submitted on time. Parents must countersign test modules.

#### **VII. Examinations and Academic Integrity**

29. No retests will be provided for missed examinations.
30. Attendance for all school functions and events is compulsory.

#### **VIII. Prohibited Items and Activities**

31. Mobile phones are not allowed as per government regulations.
32. Students are not permitted to bring non-school reading material (books, newspapers, periodicals) without Principal's permission.
33. Gifts to Teachers are not allowed unless permitted by the Principal.



## IX. Health and Medical Care

34. For non-emergency medical needs, the school will notify the parents, and they must take the child to the hospital.
35. Students suffering from serious illness must recover fully before returning to school.

## X. Special Contributions and Birthdays

36. Students may sponsor books or plant saplings on their birthdays as a contribution to the school.

## FORMAL UNIFORM

### BOYS:

- KG - Light blue checked shorts & Blue T- Shirt
- I-V - Grey half pants& Ash striped shirt
- VI-XII - Grey full pants& Ash striped shirt

### GIRLS:

- KG - Light blue checked shirt & Blue T-shirt
- I-V - Grey pinafore & Ash striped shirt
- VI-XII - Grey pants, Ash striped shirt & Grey Waist Coat

### PE UNIFORM

- KG - Pista Green T-shirt & Blue track pants
- I - XII - House colour T-Shirt & Blue track pants

### SPECIAL UNIFORM

Pre-KG to XII - Grey & Blue T Shirt and Blue track pants

### UNIFORM SCHEDULE

- Monday & Friday - PE Uniform
- Tuesday & Thursday - Formal Uniform
- Wednesday & Saturday - Special Uniform



## **SCHOOL TRANSPORT**

1. Students are generally expected to avail the school transport. Students who are willing to take the bus service, must, as a rule, continue to use the service throughout the year.
2. The school will not provide alternative transport facilities to students who miss the bus. While waiting for the school bus, students should be alert and show exemplary behaviour. Playing at these centres is strictly forbidden.
3. At the bus stop, students shall get into the bus in an orderly manner. As a safety measure, they should not put their hand or head outside the window. Inside the bus, students should not fight with each other and run around from one seat to another.
4. Children should be alert and maintain discipline in the bus.
5. After getting down from the bus, children should wait at the bus stop, till the bus moves. They should be very cautious and see that they cross the road only after the bus has left the stop.
6. Students who cause any damage to the bus will have to pay the penalty, that will be fixed by the principal based on the report from the crew.
7. The school reserves the right to deny the use of the school transport to any student at any time, to change the route or to cancel any particular route, if deemed necessary.

## **RECOMMENDATIONS TO PARENTS**

1. Parents are especially requested to read the rules carefully and see that they are followed by their wards.
2. The school authorities rely upon the full co-operation of the parents and guardians in all matters concerning the education of their children.
3. Remarks made in the diary by the Principal or the Teacher should be acknowledged and signed.



4. It is not recommended to take your child for family and social functions on school days, as it disrupts the learning process. Consistent cooperation between parents and school authorities ensures the success of the child.
5. Any form of criticism of a teacher or the school in front of students should be strictly avoided. In case of such circumstance(s), the student loses the respect for his/her teacher and fails to learn from him/her. If you have a genuine problem or complaint, you may approach the principal.

### Fee Structure-Academic Year 2026-27

#### A. Academic Fee Structure (Class-wise)

Sl. No.	Class	TermI (₹)	TermII (₹)	TermIII (₹)	Total Annual Fee (₹)
1	PREKG	9000	9000	7000	25,000
2	LKG & UKG	11,360	11,680	7960	31,000
3	I-II	12,500	12,300	8600	33,400
4	III-V	12,900	12,700	8900	34,500
5	VI-VIII	14,500	14,250	8600	37,350
6	IX-X	15,500	15,000	8000	38,500
7	XI (Science)	16,000	15,000	8500	39,500
8	XII (Science)	16,000	15,250	9050	40,300
9	XI (Commerce, Humanities)	15,770	14,270	8770	38,810
10	XII (Commerce, Humanities)	15,670	14,770	8770	39,210



### B. Crèche Fee Structure

Age Group	Monthly Fee (₹)	Remarks
6 months - 1 year	6,000	Excludes food
1 year - 3 years	5,000	Excludes food

### Additional Information

#### Admission Fee:

- For all admissions (Creche) : ₹ 5,000
- For all new admissions (PRE KG to Class X) : ₹ 10,000
- For admission to Class XI (our students) : ₹ 2,500
- For admission to Class XI (other schools) : ₹ 5,000

#### Caution Deposit:

- PRE KG to Class X : ₹ 3,000
- Classes XI and XII : ₹ 5,000

#### Concessions:

- One family-one PTA fee policy will be continued.

#### Concessions for:

- Siblings: 25% (second child), 50% (third child) on tuition fees.
- Financially backward families (based on school-approved criteria).
- Staff children: 50% on total academic fees.

#### Payment Schedule:

#### Annual Fee Discount:

5% discount on the total net payable academic fee for those who make full payment on or before 30th June 2026.



### **Mid-Year Admissions:**

Students admitted after the first term must pay Annual Day and PTA Fees along with their respective term fees.

**The last dates for fee payment:**

<b>1<sup>st</sup> Term</b>	<b>: 30<sup>th</sup> June</b>
<b>2<sup>nd</sup> Term</b>	<b>: 30<sup>th</sup> October</b>
<b>3<sup>rd</sup> Term</b>	<b>: 30<sup>th</sup> January</b>
<b>Transportation Fee</b>	<b>: On or before 5<sup>th</sup> of every month</b>

### **Mode of Payment**

*MASH or Bank Transfer*

### **Online Transfer Details:**

Account details of Mukundapuram Public School

Account No. : 0792053000000334

A/c name : THE SECRETARY,  
MUKUNDAPURAM  
EDUCATIONAL AND  
CULTURAL SOCIETY,  
NADAVARAMBA

IFSC : SIBL0000792

### **AMENDMENT OF RULES**

The Principal / Management has the right to introduce new rules, amend or change these rules and regulations in case of exigencies and in furtherance of the aims and objectives of the Managing Society and the School as and when the necessity arises.



**JUNE 2026**

1	MON	Re-opening Day (UKG -XII)
2	TUE	
3	WED	
4	THU	
5	FRI	World Environment Day (KG Clean-up Activity)
6	SAT	Class PTA (Grade UKG -XII)
7	SUN	Holiday
8	MON	
9	TUE	
10	WED	Pre-KG & LKG Opening
11	THU	Anti Child Labour Day-Mime Presentation
12	FRI	World Blood Donors Day (Grade I-XII), Anti Child Labour Day -Role Play (KG)
13	SAT	Holiday
14	SUN	Holiday
15	MON	
16	TUE	School Cabinet Election
17	WED	
18	THU	Photography Competition (Grade IX -XII)
19	FRI	Reading Week Celebration, Yoga Day Celebration (KG)
20	SAT	General PTA
21	SUN	Holiday, International Yoga Day
22	MON	International Yoga Day Celebration & Music Day
23	TUE	
24	WED	Investiture Ceremony, Creative Programme (Competition - Show & Speak - UKG)
25	THU	Holiday - Muharram
26	FRI	Closing Ceremony of Reading Week, Internatinal Day against Drug Abuse
27	SAT	Inter-house Quiz Competition - Literature
28	SUN	Holiday
29	MON	VERVE Prelims for Grade IX-XII, FMSE (Grade VIII)
30	TUE	VERVE Prelims for Grade IX-XII, Fun Game (Action Echo Game - KG)



## JULY 2026

1	WED	National Doctor's Day (KG) (Health Check Up)
2	THU	
3	FRI	Muhammed Basheer Day
4	SAT	
5	SUN	Holiday
6	MON	FSE (Grade - IX, X, XII), VERVE Prelims for Grade I -VIII, World Zoonosis Day
7	TUE	VERVE Prelims for Grade I -VIII
8	WED	VERVE Prelims for Grade I -VIII, Rainy Day - KG
9	THU	
10	FRI	World Population Day
11	SAT	Holiday
12	SUN	Holiday
13	MON	VERVE Colouring Competition (Grade I- V)
14	TUE	
15	WED	Youth Skill Day, Vanamaholsav - KG (Creating a Mini Forest)
16	THU	
17	FRI	VERVE Colouring Competition (Grade VI - XII)
18	SAT	
19	SUN	Holiday
20	MON	
21	TUE	Community Helper's Day - KG (Fancy Dress Competition), Arts Fest VERVE 2026-2027
22	WED	Arts Fest VERVE 2026-2027
23	THU	
24	FRI	Kargil Vijay Divas Celebration
25	SAT	Class PTA (Grade - IX, X, XII)
26	SUN	Holiday
27	MON	Grandparent's Day, FMSE (Grade - XI)
28	TUE	
29	WED	
30	THU	Plantation Day - KG (Kinder Club - Nature Walk)
31	FRI	Friendship Day Celebration



**AUGUST 2026**

1	SAT	
2	SUN	Holiday
3	MON	FMSE for Grade LKG -VII, FSE (Grade-VIII)
4	TUE	
5	WED	Colours Day - KG
6	THU	Annual Tour (Grade IX - XII)
7	FRI	
8	SAT	Holiday
9	SUN	Holiday
10	MON	Verve Prelims for KG
11	TUE	Verve Prelims for KG, Class PTA (Grade - XI)
12	WED	Holiday- KarkidakaVavu
13	THU	
14	FRI	Independence Day Celebration, Raksha Bandhan Day, Independence Day Quiz Competition (KG)
15	SAT	Holiday- Independence Day
16	SUN	Holiday
17	MON	
18	TUE	
19	WED	
20	THU	
21	FRI	Onam Celebration
22	SAT	Onam Vacation starts
23	SUN	
24	MON	
25	TUE	
26	WED	Thiruvonam
27	THU	
28	FRI	Sree Narayana Guru Jayanti
29	SAT	
30	SUN	Holiday
31	MON	Re-opening after Onam Vacation



## SEPTEMBER 2026

1	TUE	
2	WED	SMSE (Grade - IX, X & XII)
3	THU	Teachers Day (Student Council Members)
4	FRI	Holiday - Sreekrishna Jayanti
5	SAT	
6	SUN	Holiday
7	MON	FSE (Grade - XI)
8	TUE	International Literacy Day
9	WED	
10	THU	KG Arts Fest Verve 2026-2027
11	FRI	KG Arts Fest Verve 2026-2027, Comic Strip Competition
12	SAT	Holiday
13	SUN	Holiday
14	MON	
15	TUE	
16	WED	World Ozone Day, Kinder Club - Nature Walk (KG)
17	THU	
18	FRI	
19	SAT	Class PTA (Grade - X & XII)
20	SUN	Holiday
21	MON	Holiday - Sree Narayana Guru Samadhi, International Day of Peace
22	TUE	International Day of Peace Celebration
23	WED	Class PTA (Grade - XI)
		Reading Day KG (Reading Test)
24	THU	
25	FRI	
26	SAT	
27	SUN	Holiday
28	MON	
29	TUE	Fun Game (Freeze & Speak-KG)
30	WED	Gandhi Jayanthi Celebration



**OCTOBER 2026**

1	Thu	FSE (GradeLKG-VII), SMSE (Grade-VIII)
2	FRI	Holiday - Gandhi Jayanthi
3	SAT	World Cycle Day
4	SUN	Holiday
5	MON	Revision Classes (Grade X & XII)
6	TUE	
7	WED	
8	THU	
9	FRI	
10	SAT	Holiday
11	SUN	Holiday
12	MON	KG -Nutrition Week starts (Healthy Food Song)
13	TUE	Minerals Day (KG)
14	WED	Healthy Basket Day- Fruits (KG)
15	THU	Public Speaking Session for Grade VIII -X, Healthy & Unhealthy Food Sorting (KG)
16	FRI	World Food Day (KG), Nutrition Week Conclusion - Fruit Salad Day
17	SAT	Annual Tour (Grade I-VIII)
18	SUN	Holiday
19	MON	
20	TUE	Holiday - Mahanavami
21	WED	Holiday - Vijayadasami
22	THU	Kinder Club - Nature Walk Activity
23	FRI	
24	SAT	Open House (Grade LKG-XII)
25	SUN	Holiday
26	MON	SSE (Grade - IX, X & XII), SMSE (Grade - XI)
27	TUE	Public Speaking Session Grade (XI & XII)
28	WED	
29	THU	
30	FRI	Kerala Piravi Celebration
31	SAT	Quiz Kerala



## NOVEMBER 2026

1	SUN	Holiday - Keralapiravi
2	MON	
3	TUE	
4	WED	Annual Sports Meet - KG
5	THU	Annual Sports Meet - KG
6	FRI	Annual Sports Meet
7	SAT	Annual Sports Meet
8	SUN	Holiday - Diwali
9	MON	Diwali Celebration
10	TUE	
11	WED	Class PTA (Grade - IX, X, XI & XII) New Academic Session Begins AY- 2027-2028 (Grade - X)
12	THU	World Science Day School Exhibition
13	FRI	Children's Day Celebration
14	SAT	Holiday- Children's Day
15	SUN	Holiday
16	MON	
17	TUE	
18	WED	
19	THU	International Men's Day (KG) - Kinder Club
20	FRI	
21	SAT	Bagless Day
22	SUN	Holiday
23	MON	
24	TUE	
25	WED	
26	THU	National Constitution Day, National Milk Day (KG)
27	FRI	SSE (Grade - VIII)
28	SAT	Recycling Work - Session for Grade VI - XII
29	SUN	Holiday
30	MON	Nature Walk (KG) - Kinder Club



**DECEMBER 2026**

1	TUE	SMSE (Grade - LKG-VII)
2	WED	
3	THU	First Model (Grade - X & XII), SSE (Grade - XI)
4	FRI	
5	SAT	
6	SUN	Holiday
7	MON	
8	TUE	
9	WED	
10	THU	
11	FRI	Annual Tour (KG)
12	SAT	Holiday
13	SUN	Holiday
14	MON	Christmas Decor Competition
15	TUE	
16	WED	Class PTA (Grade Pre-KG -XI)
17	THU	Maths Day (KG)
18	FRI	Christmas Celebration, Maths Day Celebration
19	SAT	
20	SUN	Holiday
21	MON	
22	TUE	Annual Day, National Mathematics Day
23	WED	Christmas Vacation Commences
24	THU	Christmas Vacation
25	FRI	Holiday - Christmas
26	SAT	Christmas Vacation
27	SUN	Holiday
28	MON	Vacation Class (Grade - X & XII), Class PTA (Grade - X & XII)
29	TUE	Vacation Class (Grade - X & XII)
30	WED	Vacation Class (Grade - X & XII)
31	THU	Vacation Class (Grade - X & XII)



## JANUARY 2027

1	FRI	New Year, Vacation Class (Grade - X & XII)
2	SAT	Holiday - Mannam Jayanti
3	SUN	Holiday
4	MON	Re-opening Day, Pre Board (Grade - X & XII)
5	TUE	
6	WED	New Academic Session Begins AY- 2027-2028 (Grade - XII)
7	THU	Public Speaking- Open Session
8	FRI	
9	SAT	Holiday
10	SUN	Holiday
11	MON	
12	TUE	National Youth Day
13	WED	
14	THU	
15	FRI	
16	SAT	Inter-house Rugby Competition
17	SUN	Holiday
18	MON	Colouring Competition
19	TUE	Bagless Day (KG), Summer Birthday Bash (KG)
20	WED	
21	THU	
22	FRI	
23	SAT	
24	SUN	Holiday
25	MON	Republic Day Celebration
26	TUE	Holiday - Republic Day
27	WED	
28	THU	
29	FRI	Martyr's Day
30	SAT	
31	SUN	



## FEBRUARY 2027

1	MON	
2	TUE	
3	WED	
4	THU	World Cancer Day
5	FRI	
6	SAT	Inter-house Debate Competition
7	SUN	Holiday
8	MON	
9	TUE	
10	WED	Talk-Show - My School (KG)
11	THU	
12	FRI	SSE (Grade - VII)
13	SAT	Holiday
14	SUN	Holiday
15	MON	Pulwama Remembrance Day
16	TUE	
17	WED	
18	THU	
19	FRI	
20	SAT	
21	SUN	Holiday
22	MON	Mother Language Day (KG)
23	TUE	
24	WED	
25	THU	
26	FRI	National Science Day Celebration (KG)
27	SAT	
28	SUN	Holiday, National Science Day



## MARCH 2027

1	MON	Class PTA (Grade - VII)
2	TUE	
3	WED	New Academic Session starts for Grade VIII
4	THU	
5	FRI	
6	SAT	
7	SUN	Holiday
8	MON	Women's Day, SSE (Grade LKG-VI)
9	TUE	
10	WED	
11	THU	
12	FRI	
13	SAT	Holiday
14	SUN	Holiday
15	MON	
16	TUE	
17	WED	
18	THU	
19	FRI	
20	SAT	
21	SUN	Holiday
22	MON	
23	TUE	
24	WED	
25	THU	Holiday-Maundy Thursday
26	FRI	Holiday - Good Friday
27	SAT	
28	SUN	Holiday - Easter
29	MON	
30	TUE	Convocation Day (UKG)
31	WED	Open House (Pre-KG to VI)



## APRIL 2027

1	THU	
2	FRI	
3	SAT	
4	SUN	Holiday
5	MON	
6	TUE	
7	WED	
8	THU	
9	FRI	
10	SAT	Holiday
11	SUN	Holiday
12	MON	
13	TUE	
14	WED	
15	THU	
16	FRI	
17	SAT	
18	SUN	Holiday
19	MON	
20	TUE	
21	WED	
22	THU	
23	FRI	
24	SAT	
25	SUN	Holiday
26	MON	
27	TUE	
28	WED	
29	THU	
30	FRI	



## MAY 2027

1	SAT	
2	SUN	Holiday
3	MON	
4	TUE	
5	WED	
6	THU	
7	FRI	
8	SAT	Holiday
9	SUN	Holiday
10	MON	
11	TUE	
12	WED	
13	THU	
14	FRI	
15	SAT	
16	SUN	Holiday
17	MON	
18	TUE	
19	WED	
20	THU	
21	FRI	
22	SAT	
23	SUN	Holiday
24	MON	
25	TUE	
26	WED	
27	THU	
28	FRI	
29	SAT	
30	SUN	Holiday
31	MON	

NB: All dates are tentative.























### RECORDS OF FEES REMITTED

Date	Particulars	Amount Remitted	Initial of Receiver	Initial of Parent

#### Remittance of Fees

- ❖ I<sup>st</sup> Term Fee before 30<sup>th</sup> June.
- ❖ II<sup>nd</sup> Term Fee before 30<sup>th</sup> October.
- ❖ III<sup>rd</sup> Term Fee before 30<sup>th</sup> January
- ❖ Transport Fee on or before 5<sup>th</sup> of every month
- ❖ Late fee will be charged after due date
- ❖ Bring Diary compulsorily for fee remittance.



Class Timetable												
DAY	1	2	Break		3	4	5	6	Interval		7	8
MON												
TUE												
WED												
THU												
FRI												
SAT												