

ST. DOMINIC SAVIO SCHOOL

AFFILIATED TO THE COUNCIL
FOR THE INDIAN SCHOOL CERTIFICATE EXAMINATIONS, NEW DELHI

ICSE / ISC



PROSPECTUS

59 & 12, Bijoy Kumar Mukherjee Road

Salkia, Howrah – 711106

☎ (033) 2665 9251

St. Dominic Savio School is a co-educational English Medium Institution. It runs under the guidance of qualified and experienced teachers. Children from all denominations irrespective of caste, creed or religion are admitted here.

The main objective of the School is to help children develop their total personality, to inculcate in them the sense of sharing responsibility, co-operation, justice, integrity, recognition of individual worth and leadership. The entire task of education has to be child centered and to enable adaptability needed to meet the challenges of life, take up positions of responsibility and contribute to society.

THE SCHOOL AIMS TO ENGENDER:

- Tolerant attitude towards all moral and religious values.
- Respect for what is good, true and virtuous in human achievement.
- Self-confidence and sense of personal responsibility.

ACADEMICS

The School is recognized by the Department of Education, Government of West Bengal and is affiliated to the Council for the Indian School Certificate Examinations, New Delhi, an all India Board. A large selection of subjects is offered to the students' for giving the widest possible opportunity to specialize in their chosen area of interest.

LANGUAGE POLICY

ENGLISH is the medium of instruction throughout the School, mainly because students coming to pursue education here are coming from different regions of India. It further helps the students to join other Colleges/Institutions for higher studies.

Hindi also holds a very important place in the curriculum and every effort is made to ensure that each student reaches a high standard in this language.

A third language, Bengali, is also taught from Class IV to Class VII so that the students become proficient in the regional language. This is also in accordance with the Board's requirement.

STAFF AND FACILITIES

Reflecting the character and distinctiveness of the School is the staff, headed by the Principal, well qualified and trained, deeply committed to teaching, fully involved in a wide variety of co-curricular activities and always available for guidance and counseling. Individual attention is given to all the students for their academic progress as well as their physical, mental and moral development.

The School has an open-shelf library that is designed to encourage girls and boys to develop an interest in a variety of subjects. Well equipped laboratories with modern facilities are available to students who wish to pursue science as a subject. There is also a modern computer laboratory for effective use of technology in education.

CO-CURRICULAR ACTIVITIES

Co-curricular activities generate skill and promote the innate talent in a child. It is very necessary for the enhancement of a child's personality as it inculcate in him team spirit, a sense of belonging, competition and above all, the aspect of handling pressure in testing times.

The teachers constantly encourage the students to participate in all the various co-curricular activities from time to time. For effective competition, the entire School is divided into three houses.

1) JAL

2) VAYU

3) AGNI

Various Inter-House Competitions are organized from time to time in order to promote talent. School representatives are selected from these houses according to their performance.

TIMINGS

| | | | |
|------------------------|---|----------------|--------------------------|
| ➤ ACADEMIC TERM | : | APRIL TO MARCH | |
| ➤ SCHOOL HOURS | : | NURSERY | : 08:30 A.M TO 11:30 A.M |
| | | KG – VI | : 12 NOON TO 04:15 P.M |
| | | VII – VIII | : 06:50 A.M TO 11:50 A.M |
| | | IX & X | : 06:50 A.M TO 12:30 P.M |
| | | XI & XII | : 06:50 A.M TO 11:50 A.M |

The School remains closed on Saturdays and Sundays.

RULES FOR ADMISSION

Selections are made on merit basis through written tests.

The following certifications and testimonials must be produced at the time of admission:

- 1) Birth Certificate (Baptism Certificate for Christian Candidates)
- 2) Certificates of physical fitness from the doctor.
- 3) Two copies of recent passport size photographs.
- 4) Transfer Certificate in original. (Applicable only to those students who are coming from other schools)

PROVISIONAL ADMISSION TO CLASS XI

The Provisional Admission to Class XI generally begins in the month of March/April. They are strictly based on the candidates self confidence that he/she will obtain a pass certificate in the I.C.S.E Examinations.

IMPORTANT: The Plus Two (ISC Stream) is a distinct stream altogether. The School offers **COMMERCE** and **ARTS** streams with the following combination of subjects:

COMMERCE STREAM:

- English
- Hindi
- Commerce
- Accountancy
- Economics
- Mathematics
- Business Studies

ARTS STREAM:

- English
- Hindi/Bengali
- History
- Sociology
- Economics
- Political Science
- Home Science

UNIFORM

AS PER PRESCRIBED BY THE SCHOOL

IMPORTANT: Uniforms must be taken from School only to avoid complications of uniformity.

PAYMENT OF SCHOOL FEES

- i) Fees must be paid by the 10th of every month between 11 a.m. & 1 p.m. for which it is due, failing which a fine of ` 100/- per month will be charged.
- ii) Fees must be paid in the School Office only.
- iii) No cheques will be accepted at the time of admission. However subsequent payments by cheques are accepted once the admission is confirmed.
- iv) No student will be allowed to sit for the Terminal Examination until all dues are cleared.
- v) Tuition fees cover all the 12 calendar months. No reduction will be made for vacation or broken period.
- vi) If the tuition fees are not paid for two consecutive months, the student's name will be struck off the rolls without any notice.
- vii) In case of loss of Fee Book, the same will be provided on payment of ` 100/- only.

WITHDRAWALS

Guardians who wish to withdraw their wards at the end of the term have to give a month's notice prior to the commencement of the next term. Students withdrawn in the middle of a term will normally be required to pay the fee for the full term. A Transfer Certificate is issued only after all dues have been paid in full. Students applying for Transfer Certificate after the beginning of the New Session will have to pay full session charges.

A student who fails a class for the second time shall be required to leave the School.

GENERAL RULES AND REGULATIONS

- Parents & Guardians are requested to see that their children reach School on time and that they attend School regularly.
- A student will not be allowed to leave without a letter of request duly signed by the parent/guardian. If the leave is due to illness, parents must sign the School Diary.
- If a student is absent for more than a week due to illness, the School authorities must be informed in writing.
- In case of illness for over three days, a Medical Certificate from a registered medical practitioner must be submitted.
- Half-day leave is generally discouraged. Appointment with doctors or others, if necessary should preferably be made after School hours.
- Late comers will not be allowed to enter the School without the permission of the Principal. They are liable to be sent back home.
- Parents/Guardians/Relatives are requested not to meet the students during class hours but in exceptional cases permission must be obtained from the Principal.
- Any kind of damage done by a ward to the School property must be made up for by the Parent/Guardian of the student concerned.
- School authorities will not be responsible for any kind of misconduct of students outside the School premises.
- Students will not be allowed to bring story books, comics, newspapers, periodicals or valuables to school.
- **Mobile phones** are strictly prohibited.
- Applying **mehendi** or any other **ornamentation** is against School rules.

PLEASE NOTE:

- ☞ The above rules are subject to alteration or modification without prior notice.
- ☞ The decision of the School authorities on all matters of the School is final and binding to all concerned.