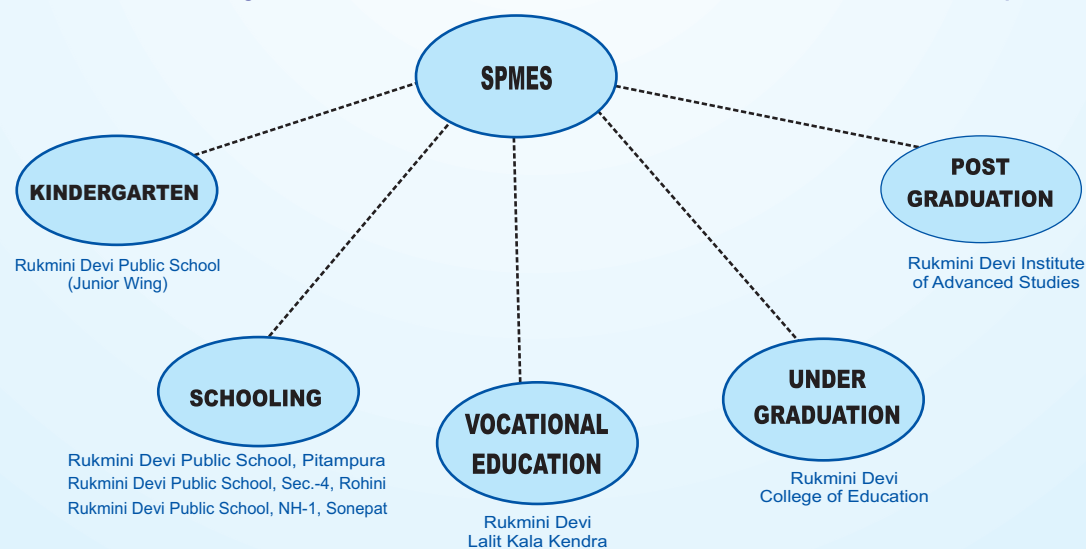




Institutions Under the Aegis of **SETH POKHAR MAL EDUCATIONAL SOCIETY**, Pitampura Delhi



**RUKMINI DEVI
PUBLIC SCHOOL**
The school with a difference...

Under the aegis of Seth Pokhar Mal Educational Society

- * Recognized by Directorate of Education, Govt. of NCT, Delhi
- * Affiliated & Accredited to CBSE, MHRD, Govt. of India
- * Affiliation No. 2730165



CD Block, Pitampura, Delhi - 110034 Tel : 27314235, 27313693 Fax : 27311473

Email: contact@rdpschool.edu.in Website : www.rdpschool.edu.in www.facebook.com/RukminiDeviPublicSchool

www.twitter.com/rdpspp

www.linkedin.com/in/rukmini-devi-public-school-8537a9141/



Student's Almanac

NAME _____

CLASS _____

SECTION _____

Recent Passport
Size Photograph
In Grey Uniform
With Tie

PERSONAL PROFILE

Name (Block letters):

Date of Birth : Aadhar Card No :

Class and Sec : Roll No :

Admission No : Bus Route No :

Residential Address:.....

.....

.....

Telephone Nos :

Landline :

Mobile :

Student's Email ID :

Particulars of brother /sister studying in this school,if any:

1. Name :Class/sec. :

1. Name :Class/sec. :

This Almanac is to be brought to the school daily.

PARENTS' INFORMATION

Recent Passport
Size Photograph
of
Father

Recent Passport
Size Photograph
of
Mother

Recent Passport
Size Photograph
of
Guardian

Particulars		Father / Guardian	Mother/Guardian
Name :			
Date of Birth /Age :			
Aadhar No. :			
Phone No. :	Landline		
	Mobile No.		
Email :			
Qualification :			
Occupation :			
Organization Name :			
Organization Type :			
Designation :			
Official Address:			

We, Mr. _____ (Father) ; Ms. _____ (Mother) ;
Mr./Mrs. _____ (Guardian) (of) _____ of
class _____ have read the rules and regulations of the school
given in this Almanac and promise to abide by these.

Note : Guardian should also mention the relationship with the child in the undertaking.

Signature : (Father) (Mother) or (Guardian)

School Clinic Record

(To be filled up by the Parent/Guardian)

1.	Name :
2.	Age (in years) : Blood Group :
3.	Specific diseases suffered in the past (if any) :
4.	Surgery undergone in the past, if any, specify :
5.	Allergies, if any :
6.	Any other disease for which child is on regular medicine :
7.	Family History of Diabetes/T.B./H.T. :

Signature : **OR**
(Father)
(Mother)
(Guardian)

PLEDGE

I love my motherland and feel proud of her traditions and great heritage. I shall always try to be worthy of Her. I shall always respect my parents, teachers and elders and be courteous to all. I promise to be loyal to my country and my countrymen; in their prosperity lies my happiness.

Vision:

Our vision 'Excellence in Education' embodies the ethos of the school's spirit- allowing young pupils aged 3 to 17 years to build strong intellectual, physical, aesthetic, social and emotional foundations and empower themselves to become professional leaders and lifelong learners.

Our Philosophy:

The philosophy of education inspiring our school is founded on the idea that "the schools are meant for students rather than the students are meant for schools." In order to realize it, the school, with the aid of a flexible curriculum informed by national and global perspectives as well as a state-of-the-art infrastructure, sets an impeccable example of a learning module that is well prepared to meet the present and future needs of the students. Indeed, we perceive our pupils thus,

"You are a Child of Immortality,
Your roots go deep to eternity,
Your reach is unto infinity".

We also believe that "a child is not a vessel to be filled but a lamp to be lighted", and thus offer our students ample opportunities to build a holistic identity of their own.

Objective:

- Inculcate the value of 12-Cs i.e. Confidence, Creativity, Clarity, Calmness, Competence, Courageousness, Culture, Cosmopolitanism, Communication, Constructivism, Commandership & Curiosity.
- In addition to these 12 C's, the school is also inculcating the 3 R's (Resilient, Reflective and Risk Taker) and 3 M's (Motivational, Meaningful and Made for everyone) in their Teaching-Learning Process to meet out the requirements of 21st Century Learning.
- Prepare students for the challenges of the global world.. a world that continually demands new skills & competencies.. a world that requires the students to excel in communication & inter-personal skills.
- Make the students multilingual so that they are at par in this era of globalization.
- Embrace learning that manifests and transcends students' knowledge as they set forth in life.
- Hone students' proficiency and provide them an exposure to accept challenges and face competition, and thus, gain self-confidence to achieve success in all their endeavors.
- Imbibe, extend and refine moral and ethical values for holistic development of students as good human beings and socially responsible citizens.
- Empower students with knowledge that provides them a firm foundation to lead and create a niche in their respective careers even decades after their exit from RDPS premises.

Mission:

To strive for strong foundation of young learners in the age group of 5+ to 17 years which will facilitate them to become active participants in lifelong learning and earning by integrating both national and international dimensions in the curriculum supported by state-of-the-art infrastructure.

Mission Statement (2017-2022):

As a responsible educational institution, we are deeply committed to our duties towards the community and society at large, and have thus pledged to weave the following into the fabric of our school's mission as per the guidelines issued by CBSE:

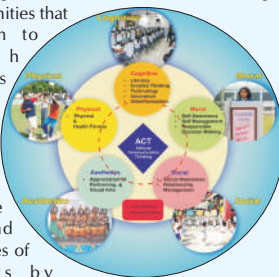
1. **Digital India Programme**– The school has framed a short-term digital mission for the duration of 2017-2022. It plans to develop a well-knit system to contribute towards Digital India Programme by digitalizing 40% of its processes by 2018 and remaining 60% by 2022, thereby reducing the paper usage and promoting environmental sustainability.
2. **Clean India Mission**- The school will contribute towards the Clean India Mission by organizing frequent cleanliness drives, spreading awareness about hygiene through street plays and through other mass awareness programmes.
3. **Say No to Plastic** - "We do not inherit the earth from our ancestors; we borrow it from our children." In order to make Rukminians the national saviours and combat the problems of climate change they shunned the use of plastic bags inside and outside the school premises. The step is definitely a move to the clean and safe environment.

'ACT' Approach:

"Education is a holistic endeavor that involves the whole person in a process of formation that aims our desires, primes our imagination, and orients us to the world." - James K.A. Smith

Since the students spend their formative years in school, it is crucial to engage them in innovative and meaningful learning opportunities that

empower them to establish themselves as successful professional individuals. Our unique school programme harnesses the intellectual and creative capacities of the students by developing their Attitude (A), Communication (C) and Thinking (T) skills. This ACT approach with 12 essential attributes mapped under 5 domains (Cognitive, Moral, Social, Aesthetic and Physical) allows the students to embark on a journey of learning, exploration and reflection and realize their innate potential.



PRINCIPAL'S MESSAGE

Dear Students and Parents

As each goose flaps its wings, it creates uplift for the birds that follow. By flying in a V-formation, the whole flock adds 2% greater flying range than if each bird flew alone.

- Northern geese lesson IV

Lesson




It implies that people who share a common direction and sense of community, can get where they are going, quicker and easier because they are travelling on the thrust of one another. This holds true for us too, hence it is important to have a common platform for establishing effective communication.

This almanac in addition to the syllabus booklet aids to establish an effective link between school authorities, parents and students. The initial pages of the almanac provide us with the readily accessible important information and feedback about the student for necessary follow up. It facilitates parents to have a glimpse of the school and the activities undertaken to provide opportunities for the all-round development of their ward. It also informs them about the areas in which their cooperation and support is inevitable. Some of the pages provide guidance to the students in various areas of their concern and at the same time inform them about the rules and regulations they have to comply with. Students are expected to carry it daily, as this almanac will be utilized by them for recording assignments and other requirements of various school activities.

Thus, parents are requested to go through the almanac daily for required follow-ups and reap maximum benefits of the same in order to accomplish the common goal of providing quality education to our children.

For Parents

An overview

1. The school established in 1986 under the patronage of Seth Pokhar Mal Educational Society (Regd.) aims at nurturing individualism, imagination, innovation and internationalism in our students by providing them a strong foundation so that they can grow to become active participants in life-long process of learning, earning and self-realization.
2. The school is Accredited and Affiliated to CBSE.
3. RDPS strives to facilitate integration of national and international dimensions in the school curriculum through various Scholastic and Co-Scholastic endeavours.
4. The school has been re-accredited with the **British Council International School Award** for the fourth time in succession for outstanding development of international dimension in the curriculum.
5. The detailed information about the school activities can be browsed on school's website: **www.rdpschool.edu.in**.
 * You may also join us at our official Social Media Accounts to keep yourself abreast of school's activities and achievements:
 [@rukminidevipublicschool@facebook.com](https://www.facebook.com/rukminidevipublicschool)  www.twitter.com/rdpspp
 www.linkedin.com/in/rukmini-devi-public-school-8537a9141/
 The school uploads the images of the students and faculty on these social media accounts to motivate them for their achievements in various curricular and co-curricular activities.
 * The latest achievements are also shared on the email ids of the parents titled under the head 'Abhipretna'.
6. In consonance with the school mission, no paper circulars are given to the students and all the circulars are uploaded on the school website. An SMS will be sent on the registered mobile phone whenever a new circular is uploaded on the school website. Fees can be paid online (for details refer page no. IX). The fee receipt will also be mailed to the parents at their registered e-mail id.
7. To provide a conducive learning environment, all rooms/labs are air-conditioned.
8. Each student is provided with Student's Almanac and Syllabus booklet every year at the beginning of the session to acquaint both the parents and students about the school activities.
9. The class strength is approximately 36 students per section. The teacher-taught ratio is 1:18.
10. The school has state-of-the-art infrastructure facilities including a resourceful library, e-learning lab, IT Lab, 3D Projection Lab, Science Labs, Language Lab, Nspire Lab, e-Assessment room, Science Park, Video Conferencing, Auditorium, Amphitheater etc. For more information, log on to school website : www.rdpschool.edu.in.
11. With the target of preparing young Rukminians to face the future challenges with confidence, the school prepares and evaluates the students qualitatively, continuously and comprehensively in various Scholastic and Co-Scholastic areas and activities. Details of the same are mentioned in the syllabus booklet.
12. The school publishes Newsletters: Reflections (a kaleidoscope of school activities) and Impetus (an informational resource based bulletin).
13. For Professional Development of the teachers, the school organises multifarious workshops, seminars, conferences and e-mail lecturers. Teachers for their self recognition are encouraged to write two articles of at least 500 words on contemporary issues in a year.

General Information

1. School Timings

Class / Grade	Summer	Winter
Pre-School - IV	8:15 a.m to 1:15 p.m.	8:45 a.m to 1:45 p.m.
V - XII	7:25 a.m. to 2:00 p.m.	7:55 a.m. to 2:30 p.m.

1st,3rd and 4th Saturday : All club activities,student mentor-mentee programmes and other activities will be held. Only participants are supposed to attend the same. 2nd Saturday is off.

2. Parents-Teacher Meeting (PTM)

PTM will be held as per the schedule mentioned in the syllabus booklet and as per the given timings:

Summer : 8:00 a.m. to 10:00 a.m. (April to Oct.)

Winter : 9:00 a.m. to 11:00 a.m. (Nov. to Feb.)

To provide quality time for interaction for the overall growth of the child, parents can meet the respective class teacher / subject teacher of their ward and concerned Incharge as per the details given below :

Classes I to IV

Roll No.	Day	Timings	Venue
01-10	First Thursday of the month	Summer : 1:30 p.m. to 2:30 p.m. Winter : 02:00 p.m. to 03:00 p.m.	Respective Classrooms
11 - 20	Second Thursday of the month		
21 - 30	Third Thursday of the month		
31 - 40	Fourth Thursday of the month		

Classes V to XII

Details	Day	Timings	Venue
As per the telephonic call from the teacher	Thursdays	Summer : 2:15 p.m. to 3:00 p.m. Winter : 02:45 p.m. to 03:30 p.m.	Respective classrooms

Note : Students accompanying their parents during PTMs must be in proper school uniform with I-Card. Parents should also carry the I-Card issued to them by the school for entry in the school premises.

3. Parent-VP /HM/Counsellor Meeting (with prior appointment)

Thursday of every week (Except holidays) : 8:30 a.m. to 9:30 a.m.

4. School fees

- (i) The fee is payable on quarter-yearly basis i.e in April, July, October & January and should be paid by 13 of the first month, else a fine as per school rules will be charged. The fee receipt will be mailed to the parents at their registered e-mail id.
- (ii) Payment should be made only through a crossed cheque / pay order drawn in favour of Rukmini Devi Public School, Pitampura or the fees can now be paid online by using the Parents' App. Steps for online payment of fees are as follows:
 - 1. Login with your user name and password on the app.
 - 2. If there is more than 1 child, then select the child for whom you want to pay the fees.
 - 3. Otherwise click on Fee Details.
 - 4. Click on the installment number which you want to pay.
 - 5. Click on pay Fee.
 - 6. Select the payment Mode. According to different Payment mode, different charges will be taken. Total Amount is showing on the right side including with Processing Fee & GST.
- (iii) Parents can drop the cheque in the drop box at the main gate of the school with complete details mentioned at the back of the cheque.
- (iv) In case the cheque deposited towards payment of fees is dishonoured for any reason whatsoever, an additional amount of Rs. 500/- shall be payable along with the fees through Demand Draft only.
- v) The duplicate fee slip (if required) will cost Rs.200/-
- (vi) Fees not paid in time shall be dealt with under Rule No. 167, Delhi School Education Act & Rules 1973.

5. Uniform

Particulars		I - IV		V Onwards	
		Mon,Tues,Thurs & Friday	Wednesday	Mon,Tues,Thurs & Friday	Wednesday
Summer	Boys	<ul style="list-style-type: none"> Grey Shirt (Half Sleeves) Grey shorts White School Socks Black School Shoes School Belt 	<ul style="list-style-type: none"> White Shirt (Half Sleeves) White Shorts White School Socks White School Shoes School Belt 	<ul style="list-style-type: none"> Grey Shirt (Half Sleeves) Grey Trousers White School Socks Black School Shoes School Belt 	<ul style="list-style-type: none"> White Shirt (Half Sleeves) White Trousers White School Socks White School Shoes School Belt
	Girls	<ul style="list-style-type: none"> Grey Shirt (Half Sleeves) Grey Tunic/ Trousers White School Socks Black School Shoes School Belt Black Ribbon /Hair-band 	<ul style="list-style-type: none"> White Shirt (Half Sleeves) White Tunic/ Trousers White School Socks White School Shoes School Belt White Ribbon/ Hair-band 	<p>V - VI</p> <ul style="list-style-type: none"> Grey Shirt (Half Sleeves) Grey Divider / Trousers White School Socks Black School Shoes School Belt Black Ribbon/ Hair-band <p>VII Onward</p> <ul style="list-style-type: none"> Grey Suit and Salwar White School Socks Black School Shoes Black Ribbon/ 	<p>V - VI</p> <ul style="list-style-type: none"> White Shirt White Divider / Trousers White School Socks White School Shoes School Belt White Ribbon / Hair-band <p>VII Onward</p> <ul style="list-style-type: none"> White Suit and Salwar with Scarf White School Socks White School Shoes White Ribbon / Hair-band
Winter	Boys	<ul style="list-style-type: none"> Grey Shirt (Full Sleeves) Grey Woollen Trousers Grey School Socks Black School Shoes School Tie & Belt Sweater & Jacket 	<ul style="list-style-type: none"> White Shirt(Full Sleeves) White Trousers White School Socks White School Shoes School Tie & Belt Sweater & Jacket 	<ul style="list-style-type: none"> Grey Shirt (Full Sleeves) Grey Woollen Trousers Grey School Socks Black School Shoes School Tie & Belt Jacket upto VI & Sweater and Blazer from class VII onwards 	<ul style="list-style-type: none"> White Shirt (Full Sleeves) White Trousers White School Socks White School Shoes School Tie & Belt Blazer & Sweater
	Girls	<ul style="list-style-type: none"> Grey Shirt (Full Sleeves) Grey Woollen Trousers / Tunic Grey School Socks Black School Shoes School Tie & Belt Black Ribbon/ Hairband Sweater & Jacket 	<ul style="list-style-type: none"> White Shirt(Full Sleeves) White Trousers / Tunic White School Socks White School Shoes School Tie & Belt White Ribbon / Hair-band Sweater & Jacket 	<p>V - VI</p> <ul style="list-style-type: none"> Grey Shirt (Full Sleeves) Grey Woollen Trousers / Divider Grey School Socks Black School Shoes School Tie & Belt Black Ribbon / Hair-band Jacket & Sweater <p>VII Onward</p> <ul style="list-style-type: none"> Grey Suit Salwar Black Ribbon / Hair-band Black School Shoes Grey School Socks Blazer & Sweater 	<p>V - VI</p> <ul style="list-style-type: none"> White Shirt (Full Sleeves) White Trousers White School Socks White School Shoes School Tie & Belt White Ribbon/ Hair-band Jacket & Sweater <p>VII Onward</p> <ul style="list-style-type: none"> White Suit Salwar and Scarf White Ribbon / Hair-band White School Socks White School Shoes Blazer & Sweater

Sports Uniform : Students participating in sports activities should wear the Sports Uniform prescribed by the school.

NOTE :

- (i) It is mandatory to wear I-Card at all times in the school premises. Rs. 200 fine will be levied if the student does not wear student I-card during the school hours in school premises.
- (ii) For boys : Hair must be worn in a neat style, neither touching the collar nor falling on the forehead. Use of gels or any inappropriate hair style is not permitted.
- (iii) For girls : The girls are advised not to wear any coloured hair bands / ribbons / pins except black & white ones. White ones should be worn with the white uniform.
 - * Jewellery (with the exception of plain earrings) is not permitted with the school uniform.
 - * Nails should be properly trimmed and should not be painted.
 - * Girls should not come to school by applying Heena on their hands.
 - * Skirts of the junior girls should be till knee length and leggings are not allowed. However, they may wear skin-colour stockings. It would be preferable if they wear tights underneath their skirts.
- (iv) In winters, ensure that your ward wears jacket till class VI and blazers from VII onwards. Also junior girls can wear trousers instead of skirts to protect themselves from cold winters. The students should wear appropriate sized uniform for smart bearing.
- (v) **It is mandatory for the students to come in proper school uniform even if they are coming to school on non teaching days such as cultural event, extra class, clubs, visit, etc.**
- (vi) For more details, contact School Reception.

6. Transport

- (i) Students using the school bus are expected to be disciplined and behave properly so as to avoid any discomfort or inconvenience to others in the bus.
- (ii) Once the transport facility has been extended to a student, transport fee for the complete year would be charged even if the student discontinues the use of the transport in mid-session.
- (iii) No student shall misbehave in the bus or deface / damage the bus in any way. In case of any damage done to the bus, the cost of the same shall have to be borne by the parents / guardians of the defaulter. In addition, the bus facility, hitherto, enjoyed by the erring student, shall be withdrawn although payment for the session will be charged.
- (iv) All complaints in writing must be handed over to the Reception or mail at school email-id addressing the Principal. Parents / Guardians are expected not to enter into any argument with the bus driver or the conductor. In case they get into any argument with the bus staff, their complaints, however genuine, shall not be taken cognizance of.
- (v) No letters, applications, cheques and cash, etc. are to be sent to the school through the driver or the conductor of the bus.
- (vi) Parents should ensure dropping / picking up of their wards to / from the fixed points. The school buses will pick/drop the students from/at these points.
- (vii) No student shall use the school transport if such facility has not been granted. Any student found using the school bus in an unauthorized manner, shall have to pay the transport charges for the whole year.
- (viii) Students should always travel in their route bus and alight only at their bus stop.
- (ix) Students doing the stay back shall inform the driver, conductor and the concerned coordinator in the morning itself.
- (x) Students using private vans must update the information related to van drivers at the beginning of session and also notify the school Reception through an application in case there is a change.
- (XI) All school buses/cabs/vans owned or arranged by the school are fully air-conditioned and fulfill all the norms and standard of the Govt. (STA).
- (XII) **No transport will be provided during extra classes.**

7. Health and Safety

- (i) Encourage your child to take a balanced diet including healthy food and drinks.
- (ii) If required, avail school buses as mode of conveyance as they are safer than other modes. All school buses are air-conditioned and more comfortable.
- (iii) If availing any other transport apart from school bus, instruct your ward to board it along with his / her inmates. It should be ensured that the children are dropped in the school not earlier than 15 minutes before school timings in the morning.
- (iv) Ensure the verification of Private cab driver engaged to take the child to or from school, by area police.
- (v) Instruct your ward to cross-check before acting upon information (however alarming) given by strangers and even acquaintances. Tell him/her to inform teacher or family members about the same.
- (vi) Make sure your child remembers all important and distress telephone numbers like 100 (for police), 101 (for fire) and 102 (for ambulance) and of home / school, etc.
- (vii) Encourage your child to report any unusual happening in and out of school either to the teacher or any family member. A mail may also be sent at the school's email id to share the concerns.
- (viii) Keep reminding your ward to avoid strangers and not to accept any eatables or lift from them.
- (ix) Keeping the safety and security in mind, avoid taking your ward from the school during the school hours. In case of emergency if the ward has to be taken early then the child will be handed over only to the parents possessing valid ID proof issued by the school. There will be a wait time of 30-40 minutes before the child can be handed over.
- (x) Parents must always fill the stay back section of the student's almanac with complete details. Send authority letter in case someone other than the parent is coming to pick your ward. No telephonic conversations will be entertained in this regard.
- (xi) Ensure you do not bring any material/eatables to the school to be handed over to your ward at the Reception or Main Gate in the school hours as it will not be taken keeping in view the safety and security.
- (xii) Ensure that your ward is not carrying any prohibited/restricted items (knife, scissors, sharp bladed objects) to the school.
- (xiii) Ensure that the school bag of your ward is not heavy. Supervise your ward when he/she packs the bag and ensure that he/she is carrying all the requisite books/ notebooks/ material as per the time table. In order to avoid the heavy weight of school bag the bags of light weight and good quality at very affordable rates are available in school's tuck shop.

Suggestive Measures

- Parents are requested not to enter the school premises without the due permission of the security staff keeping in view the safety and security of the students.
- Half days are not allowed to student on any working days. In case of emergency if the ward has to be taken early then the child will be handed over only to the parents possessing valid ID proof issued by the school. There will be a wait time of 30-40 minutes before the child can be handed over. The parents may need to wait patiently at School reception to facilitate the process of sending the child during school hours.
- Parents are requested to inform the school immediately through a proper application if there is any change in their address, email id or telephone number.
- A note for leave must be written even for a day's leave in the Almanac on page no. XXVII and XXVIII and the same should be duly signed by the parents. In case of Medical Leave, fitness certificate from registered medical officer should be submitted on the day of joining.
- Absence from school without any valid reason or information for more than 5 days may lead to striking off the child's name from the school rolls.
- Irregular attendance on account of ingenuine reasons, insubordination to teachers, any kind of cheating, serious misconduct in and around the school premises, any objectionable habit or behaviour may lead to the dismissal/suspension of the student from the school rolls.
- All students are advised to be regular in their classes. As per the Examination Bye-laws of CBSE, it is essential for every student to have 75% of the total attendance to appear in School/Board Examination. Students having attendance less than 75% will not be eligible to appear for School/Board Examination.
- Any damage or breakage done in the class or in the premises will be replaced by the parents of the child concerned.
- Name, class and section of the pupil should be clearly marked on his / her belongings. The school is not responsible for any loss/damage.
- The responsibility for the safety of any child coming on his own or by private conveyance will be solely that of the parents / guardians.
- Gold ornaments, jewellery, mobile phones, camera and other costly articles should not be brought to the school. Strict action will be taken if it comes to the notice of the school authorities that any student is wearing gold ornaments or carrying costly articles to school.
- In order to follow the IT Act 2000, school advises students to

- ✱ Ensure that their online activity, both in school and out school shall not cause the school, the staff, students or other distress or bring into disrepute.
 - ✱ Support the school's approach to online safety and shall not deliberately upload or add any images, video sounds or text in any kind of online or offline mode that could upset any member of the school community and society.
 - ✱ Students are not allowed to open their personal emails. They should open their personal emails in school only for school purpose and with the written permission of their respective Coordinator.
 - ✱ Raw image searches are discouraged for students and allowed only under constant supervision of the activity teacher.
 - ✱ Students are not allowed to download any software.
 - ✱ They should not share with others their login or Intranet account passwords.
 - ✱ They will be responsible for their own behavior when using ICT at school.
- External Storage media (CD's, pen drives, etc.) are not allowed for usage without virus scanning. For getting the media scanned, submit it to the concerned teacher, who will forward the same to the respective Coordinator, two days prior to its usage along with the information about the venue of its use. No external storage media would be accepted through the students.
 - Parents are advised to supervise the online activities of their wards at home also. The computer systems at home should be kept at highly-visible areas and the online activities on the smart phone should be regularly monitored. Parents should block the sites which are not appropriate for their wards.
 - The parents or guardians are requested to study carefully the result of the examinations conducted periodically and take necessary steps accordingly to ensure the progress of their ward.
 - Parents if called up by the school authorities are requested to come in formal dress at the appointed time only to meet the concerned person. If not possible, then they must inform before hand at the reception.
 - Parents should attend the orientation sessions / workshops / interaction sessions with the psychologists / counsellor / faculty members as and when conducted for parents in the school (Details available in the syllabus booklet).
 - Educational visits mapped with the curriculum are planned for all the classes. It is mandatory for the parents to send the consent slip for the participation of their ward in the visit. Ensure to drop and pick your ward as per the reporting time of the visit. The child must carry a paper bag along to throw the wrappers/waste.
 - Any kind of gift in the form of money, item, etc. should not be offered to the school employees and also birthday gifts should not be sent for distribution in the class.

- Ensure that your ward appears in all the Assessments conducted in the school as per the schedule mentioned in the syllabus. If manageable, sick students can appear for the exam on the scheduled day and time but only in school uniform.
- Ensure that the Test Papers are duly signed by you for each Assessment and a file of the same is properly maintained by your ward.
- Use of mobile phone is strictly prohibited in the school. Violation of the same is treated seriously. If the phone is found in student's possession then the phone will be confiscated and a suitable fine will be imposed.
- Parents are advised to attend all the PTMs as scheduled in the syllabus. Students accompanying their parents during PTMs must be in proper school uniform with I-Card. Parents should also carry the I-Card provided to them for entry in the school premises.
- We welcome parent's suggestions and the school is receptive to such suggestions. In case the student or the parent faces any problem or difficulty pertaining to the school matters, it is essential that the matter is discussed with the school authorities, rather than talking in public about it irresponsibly. Any attempt to defame or slander the school staff or management, in writing or otherwise, is against every moral or social norm. The school is liable to take action in such cases.
- Parents must keep the channels of communication open and avoid discussing melancholic possibilities on any social media platform for the well-being of the children.
- Parents/Guardians are expected to co-operate with the school authorities by enforcing regularity and discipline, by ensuring that their children or wards prepare their lessons and by taking an active and keen interest in the activities of the school.
- Parents/Guardians shall have an exemplary moral behaviour as children take their parents as role models.
- School is an educational institution and a code of conduct is expected from all. Parents are expected to be properly dressed when they come to school for any purpose.
- Parents are our partners in education. They must display a positive attitude towards school and its programmes. Together let us give our children a bright future.

The A-Z Profile of an Ideal student

He / She

- APPRECIATES others.
- BRAVES challenges.
- Is COURTEOUS to all.
- DEALS gently with others.
- ENCOURAGES others in pursuit of noble goals.
- FEELS God's presence.
- GIVES due respect to public property.
- Is both HONOURABLE and HONEST.
- INSISTS on fair play, applauds a victorious opponent.
- JUDGES a situation only after assessing all facts.
- Is KIND in thought, word and deed.
- LEARNS from his/her mistakes.
- MOVES ahead with dignity.
- NEVER puts off till tomorrow what he / she can do today.
- OBSERVES his/her personal routine faithfully.
- Is PUNCTUAL and PEACE loving.
- Is in QUEST of QUALITY always.
- RESPECTS the old, poor, disabled and the needy.
- STRIVES for excellence and perfection.
- TRIES to help those less privileged than him.
- URGES others to perform to the best of their ability.
- VALUES the benefits of a clean and healthy environment.
- WILLINGLY accepts and sincerely does the work assigned to him / her.
- Is XENIAL towards all.
- YEARNS for and searches for Wisdom in his / her world.
- Is ZEALOUS about the honour and glory of the motherland.

**You Can Not Change Future.
But You Can Change Your Habits.
And Surely Your Habits Will Change Your Future.
- Dr. A.P.J. Abdul Kalam**

Aspire To Be a Good Pupil

- Abide by the school rules and thus help in fostering the spirit of harmony resulting from self-imposed discipline.
- Be punctual in all activities whether in school or at home.
- Always remember your duty towards yourself, your school, your community, your country and towards your fellow beings.
- Observe personal cleanliness and keep the school premises and surroundings neat and clean.
- Be custodian of school property and to help in the maintenance of lawns, playground and garden.
- Lend a helping hand at home to your parents, brothers and sisters and in school to teachers and fellow students and to all who need your help.
- Treat everyone with courtesy. Good manners should be the hallmark of a Rukminian. Wherever you are, courteous behaviour is expected of you.
- Look upon people from all parts of the country and the world as your brothers/sisters irrespective of their caste, creed or religion.
- Be moderate while spending pocket money. Any undue display of wealth is unbecoming a Rukminian.
- Eschew lamenting and grumbling over the evils of the world, rather try to think and work constructively to make it a better place to live in.
- Act as an Ambassador of the school in all situations and create goodwill for your beloved institution, family and society everywhere.
- Manifest virtues of politeness, kindness, nobility, integrity, honesty and truthfulness in behaviour - both at school and home.
- Endeavour to attain physical, mental, moral and spiritual growth to the best of your capacity.

A student is he who continuously uses his faculty of observation, puts two and two together and carves out for himself a path in life.

- M.K. Gandhi

Goal Setting

"Goal setting can be compared to driving a car: Before you decide what route to take, you must first know where you are going. Whether establishing goals for school, family, or personal life there are four important steps"-

Establish What you Want to Achieve

'Set a goal that is within your reach'; one person might have a goal of making the varsity cross-country running team, whereas someone else might have a goal of winning the state championship.

Be specific, but be prepared to adjust your goal. You might start the semester with the goal of getting an 'A' in Geometry, but then come to realize that a 'B' might be more realistic. Additionally, it is better to say that you want to save Rs. 200 in 6 months than just to say that

Determine what you need to do to Achieve that Goal

Achieving your goal takes hard work, and you will need to determine what and how much work needs to be done in order to achieve your goal. "Genius is 90% perspiration and 10% inspiration" - Thomas Edison

Write Down your Goal

Write it down at some place so that you can see it every day. Continuously evaluate how you are doing and see how much is left in order to accomplish your goal. If your goal does not seem attainable, re-evaluate what you are capable of achieving. If you succeed in achieving your goal, Congratulations!

Make a New Goal

Form a habit of becoming "Goal Oriented".

You will be amazed at what you can achieve!

HOME SCHOOL AGREEMENT

We believe that it is in the best interest of the children that parents and the school work together effectively. This Home School Agreement lays out commitments and responsibilities.

Parameter	School	Student	Parent / Guardian
Learning	<ul style="list-style-type: none"> We will provide a balanced curriculum to meet every child's individual needs. We will encourage self-discipline and maintain high expectations of good behaviour. 	<ul style="list-style-type: none"> I will work hard and do my best. I will behave in a safe and responsible manner. I will observe the school's rules and expectations. I will behave in a manner which is respectful to people and property both inside and outside school I will not bring any objectionable material / mobile phone in the school 	<ul style="list-style-type: none"> I/We will provide support and encouragement to ensure that education is valued. I/We will support the school to encourage good behaviour and to tackle any behaviour problems. I/We will ensure that our ward does not bring any objectionable material / mobile phone in the school.
Behaviour	<ul style="list-style-type: none"> We will treat pupils with fairness and consideration; we reject all forms of bullying and encourage mutual respect. 	<ul style="list-style-type: none"> I will treat others with respect and will not bully other pupils. 	<ul style="list-style-type: none"> I/We encourage respectful conduct and will support the school to tackle any form of bullying.
Respect	<ul style="list-style-type: none"> We will provide regular reports and opportunities to talk about each student's progress. We will regularly evaluate our own performance. 	<ul style="list-style-type: none"> I will take part in discussions about my progress and act on advice. 	<ul style="list-style-type: none"> I/We will attend meetings to talk about my/our ward's progress and contact the school if there are any concerns.
Monitoring	<ul style="list-style-type: none"> We will keep a record of attendance and punctuality. 	<ul style="list-style-type: none"> I will attend school regularly and will respect time. I will bring application for leave of absence and medical certificate in case of illness. 	<ul style="list-style-type: none"> I will ensure regular attendance and punctuality. I will send application for leave of absence and medical certificate in case of illness. I/We will complete the corresponding record of Leave/Absence in the student's Almanac.
Attendance	<ul style="list-style-type: none"> We expect students to come in proper, neat and clean school uniform. 	<ul style="list-style-type: none"> I will come to school wearing correct and neat uniform. 	<ul style="list-style-type: none"> I/We will ensure that my child leaves for school in proper, neat and clean school uniform.
Uniform	<ul style="list-style-type: none"> We will provide safe and comfortable modes of conveyance. 	<ul style="list-style-type: none"> I will abide by the school rules for transport 	<ul style="list-style-type: none"> We will abide by the school rules for transport
Transport	<ul style="list-style-type: none"> We will provide a pleasant and safe environment. 	<ul style="list-style-type: none"> I will abide by the school rules for safety. I will respect the school site and its facilities 	<ul style="list-style-type: none"> We will abide by the school rules for the safety of our students. I will encourage the development of respect for the property and belongings.
Environment			

Together we will:

- * Encourage our children to adhere to the school rules, staying safe and enjoying learning.
- * Support each child's learning to help them achieve their best.

Parents are expected to discuss the home-school agreement with their child and to sign below.

Signatures : Student Class Teacher Father Mother Guardian

Student Technology Acceptable User Agreement / e-Safety Rules

- I am fully responsible for the upkeep and maintenance of ICT infrastructure allocated to me.
- I will ensure its safety and security at all times and will not leave the infrastructure unattended.
- I will ensure that the infrastructure is properly cleaned and used appropriately.
- I will ensure that the ICT infrastructure will be switched off when not in use.
- I will only use ICT systems in school, including the internet, email, digital video, mobile technologies, etc, for school purposes.
- I will not download or install software on school technologies.
- I will only log on to the school network/ learning platform with my own user name and password.
- I will follow the schools ICT security system and not reveal my passwords to anyone and change them regularly.
- I will make sure that all ICT communications with fellow students, teachers or others is responsible and sensible.
- I will be responsible for my behaviour when using the Internet. This includes resources I access and the language I use and will adhere to school's Internet policy.
- I will not deliberately browse, download, upload or forward material that could be considered offensive or illegal. If I accidentally come across any such material I will report it immediately to my teachers.
- I will not give out any personal information such as name, phone number or address on any online /offline media. I will not arrange to meet someone unless this is part of a school project approved by my teacher.
- I will ensure that my online activity, both in school and outside school, will not cause the school, the staff, students or others distress or bring into disrepute.
- I will support the school approach to online safety and not deliberately upload or add any images, video, sounds or text that could upset or offend any member of the school community.
- I will respect the privacy and ownership of others' work on-line at all times.
- I will not attempt to bypass the internet filtering system.
- I understand that all my use of the Internet and other related technologies can be monitored and logged and can be made available to my teachers.
- I understand that no external storage media would be accepted through the students. I will submit it to my teacher for requisite scanning. If I bring and use it without permission then it will be confiscated and will not be returned back.
- I understand that I will not go to Computer Department to get external storage media scanned.
- I am aware that accessing the social networking sites is not allowed for any student.
- I understand that these rules are designed to keep me safe and that if they are not followed, school may take appropriate action.

Student Library Acceptable User Agreements

The main objective of RDPS Library is to provide the staff and students with information services and developing needs which are essential for the research and didactic profile.

These rules will protect my library

1. I must observe total silence in library and its environs at all times.
2. I will leave all bags, cases, folders, etc. in the luggage area outside the library.
3. I will observe good order in library at all times, for example placing of feet on the furniture, talking, eating and drinking, which is strictly not allowed.
4. I will sit as per the Roll numbers allocated in library during scheduled and substitution periods.
5. I will not mark, deface or mutilate books or any other library material and as directed.
6. I will resshelf books after removing them from book shelves for reading.
7. I will not bring personal books/notebooks in school library. Only issued library books, pen and one note book will be taken for reference related work.
8. I will show my books/notebooks to the library staff member at the entrance counter before leaving the library.
9. I will only edit or delete my own files and not view, or change, other people's files without their permission.
10. I will use the Internet responsibly and will not browse social networking sites and open my e-mail account without permission.

Resources Referred in Library

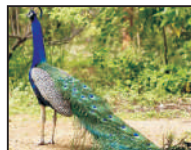
Date	Title	Author	Librarian's Sign.

Be An Aware Global Citizen



National Flag

The Indian flag was designed as a symbol of freedom. The late Prime Minister Pt. Jawahar Lal Nehru called it a symbol of freedom to all people. The flag is horizontal, tricolour in equal proportion of deep saffron on the top, white in the middle and dark green at the bottom. In the centre of the white band, there is a wheel in navy blue to indicate the 'Dharma Chakra', the wheel of law. The saffron stands for courage, sacrifice and the spirit of renunciation; the white for purity and truth; the green for faith and fertility.



National Bird

The Peacock is the national bird of India. Emblematic of qualities such as beauty, grace, pride and mysticism, it is a multihued, swan-sized bird, with a fan-shaped crest of feathers, a white patch under the eye and the long, slender neck. Peacock is predominantly found in the Indian sub-continent, ranging from the south to east of the Indus river. It is portrayed as the image of Indra - the God of thunder, rain and war. Its dance movement has been incorporated in most of the Indian folklore, including Bharat Natyam.



National Emblem

The National Emblem of India is a replica of the Lion Pillar of Sarnath, near Varanasi, in Uttar Pradesh. It is symbolic of contemporary India's reaffirmation of its ancient commitment to world peace and goodwill. The four lions (one hidden from view) symbolizing power, courage and confidence rest on a circular abacus. The abacus is girded by four smaller animals-guardians of the four directions:- The lion of the north, the elephant of the east, the horse of the south and the bull of the west. The abacus rests on a lotus in full bloom, exemplifying the fountainhead of life and creative inspiration. The motto 'Satyameva Jayate' inscribed below the emblem in Devanagari script means, 'Truth alone Triumphs'.



National Animal

The Tiger (*Panthera Tigris*, Linnaeus) is the symbol of India's wealth of wildlife. The magnificent tiger, 'Panthera Tigris', is a rich colored well-striped animal with a short coat. It has a thick yellow coat of fur with dark stripes. The combination of grace, strength, agility and enormous power has earned the tiger great respect, high esteem and a place of pride as the national animal of India. It is known as the 'Lord of Jungle'. The majestic tiger symbolizes the supremacy, endurance, elegance, alertness and intelligence of the nation. Today, the tiger advances as a symbol of India's conservation of itself and its wildlife heritage.

Record of coming late to School

Whenever a student comes late to school, it will be marked by drawing a circle around that date. If there are three such marks, the appropriate disciplinary action will be taken.

APRIL	MAY	JULY	AUG.	SEP.	OCT.	NOV.	DEC.	JAN.	FEB.	MAR.
1	1	1	1	1	1	1	1	1	1	1
2	2	2	2	2	2	2	2	2	2	2
3	3	3	3	3	3	3	3	3	3	3
4	4	4	4	4	4	4	4	4	4	4
5	5	5	5	5	5	5	5	5	5	5
6	6	6	6	6	6	6	6	6	6	6
7	7	7	7	7	7	7	7	7	7	7
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18	18	18	18	18	18	18	18	18	18	18
19	19	19	19	19	19	19	19	19	19	19
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24	24	24	24	24	24	24	24	24	24	24
25	25	25	25	25	25	25	25	25	25	25
26	26	26	26	26	26	26	26	26	26	26
27	27	27	27	27	27	27	27	27	27	27
28	28	28	28	28	28	28	28	28	28	28
29	29	29	29	29	29	29	29	29	29	29
30	30	30	30	30	30	30	30	30		30
	31	31	31		31	30	31	31		31
Parent's Sign.										

My Achievements / Participation

Date	Name of the Activity	Position	Parent's Signature

Record of Leave/Absence

Note: Regular and prompt updation of this section facilitates both school authorities and the parents to keep track of the genuine reasons of the absenteeism.

Date	Detail	Parent's Signature	Teacher's Signature	Acad. Coordinator/ HM/VP Sign.

Record of Leave/Absence

Note: Regular and prompt updation of this section facilitates both school authorities and the parents to keep track of the genuine reasons of the absenteeism.

Date	Detail	Parent's Signature	Teacher's Signature	Acad. Coordinator/ HM/VP Sign.

Record of Stayback

[illegible]

Note for participation in an event

Dear Parent(s)

Date : _____

We are glad to inform that your ward _____ has been selected to take part in _____ to be held on _____. You are requested to drop him/her at _____ and pick up at _____ from _____.

Class Teacher

Parent

Dear Parent(s)

Date : _____

We are glad to inform that your ward _____ has been selected to take part in _____ to be held on _____. You are requested to drop him/her at _____ and pick up at _____ from _____.

Class Teacher

Parent

Dear Parent(s)

Date : _____

We are glad to inform that your ward _____ has been selected to take part in _____ to be held on _____. You are requested to drop him/her at _____ and pick up at _____ from _____.

Class Teacher

Parent

RECORD OF COMMUNICATION BETWEEN THE HOME AND THE SCHOOL

Name of the Class Teacher: _____ Class / Section _____

Date	Remarks	Signature	
		Class Teacher/Teacher/ Incharge with full name	Parent

RECORD OF COMMUNICATION BETWEEN THE HOME AND THE SCHOOL

Name of the Class Teacher: _____ Class / Section _____

Date	Remarks	Signature	
		Class Teacher/Teacher/ Incharge with full name	Parent

RECORD OF COMMUNICATION BETWEEN THE HOME AND THE SCHOOL

Name of the Class Teacher: _____ Class / Section _____

Date	Remarks	Signature	
		Class Teacher/Teacher/ Incharge with full name	Parent

RECORD OF COMMUNICATION BETWEEN THE HOME AND THE SCHOOL

Name of the Class Teacher: _____ Class / Section _____

Date	Remarks	Signature	
		Class Teacher/Teacher/ Incharge with full name	Parent

Hymns and Songs

School Song

*We are precious gems
Of noble Rukmini Devi Public School.
We are glowing torches of wisdom
And can search our destiny.
Basket full of blessings from Almighty
Full of faith and confidence,
There we are!
We will go hand in hand with friendly attitude.
Our will is our way, we can mould life happily,
Expectations are so high, ups and downs are part of life.
We remain broad-minded ever, and can maintain all the way.
Angels from Paradise, come all the way.
Heavenly messages day and every day.
We are on the path of progress, and can set an example.*

Prayer

*O' Great God, in the Heaven above,
As I feel in faith and love,
We, thy little children gather,
Calling on you as our Father,
Guide us, guard us on the way,
Draw us closer day by day,
Keep us pure and kind and true
Till we reach our home with you.*

वन्दे मातरम्

वन्दे मातरम्
 सुजलां सुफलां मलयज शीतलां
 शस्य-श्यामला मातरम्
 वन्दे मातरम्
 शुभ्र ज्योत्स्ना-पुलकित-यामिनीम् ,
 फुल्लकुसुमित द्रुमदलशोभिनीम् ,
 सुहासिनीं सुमधुर भाषिणीम् ,
 सुखदां वरदां मातरम् ।
 वन्दे मातरम्

ये मेरा उपवन

ये मेरा उपवन, ये मेरा वतन,
 चंदन जिसकी माटी तपोवन जिसके गाँव ।

कुर्बानियों से भर दो इसकी माँग में रोली,
 जन-गण-मन के स्वरो से धरती की भर दो झोली ।

आओ मिलकर बनाएँ इसका रूप सुनहरा,
 बदलेगा रंग सारा चाचा नेहरू का सपना था प्यारा ।

सारे जहाँ से अच्छा

सारे जहाँ से अच्छा हिन्दोस्तां हमारा
हम बुलबुले हैं इसकी, ये गुलिस्ताँ हमारा
सारे जहाँ से अच्छा —————

1. पर्वत वो सबसे ऊँचा, हम साया आसमाँ का
वो संतरी हमारा, वो पासबाँ हमारा
सारे जहाँ से अच्छा —————

2. गोदी में खेलती हैं, जिसकी हज़ारों नदियाँ
गुलशन है जिनके दम से, रश्क-ए-जना हमारा
सारे जहाँ से अच्छा —————

3. मज़हब नहीं सिखाता, आपस में बैर रखना ।
हिन्दी हैं हम, वतन है, हिन्दोस्तां हमारा ।
सारे जहाँ से अच्छा —————

टीचर

अ से अनार

आ से आम

वर्णमाला के एक-एक अक्षर

उसी तरह हमारी टीचर ने हमारे मुँह में डाले

जिस तरह माँ ने रोटी के निवाले

माँ आँचल में छिपाये रखना चाहती थी

टीचर दुनिया से मुकाबला करवाती थी

माँ कभी परीक्षा नहीं लेती

ताकि हम हार न जाएँ

टीचर बार-बार परीक्षाएँ लेती ताकि

हम जीत के काबिल बन पाएँ

माँ कहती उधर न चढ़ना गिर जाओगे

टीचर कहती बेशक गिरो, पर बार-बार चढ़ना

एक दिन सम्भल जाओगे

इस तरह जीवन की हर राह में

हम जीत हासिल कर सकें

मुश्किलों से लड़ सकें

यह सिखाने वाले होते हैं हमारे टीचर

जो कभी भुलाये नहीं जाते हैं

और सीखने सिखाने की बात हो

तो उम्र भर याद आते हैं।

कवयित्री
ऋतु गोयल

राष्ट्रगान

जन—गण—मन अधिनायक जय हे,
भारत भाग्य विधाता ।

पंजाब, सिंध, गुजरात, मराठा
द्राविड़, उत्कल, बंग ।

विन्ध्य, हिमाचल, यमुना, गंगा ।
उच्छल जलधि तरंग ।

तव शुभ नामे जागे ।
तव शुभ आशीष माँगे ।

गाहे तव जय गाथा ।
जन गण मंगलदायक जय हे ।
भारत भाग्य विधाता ।

जय हे ! जय हे ! जय हे !
जय, जय, जय, जय हे ।

Important Days

No Honking Day (India)	January, 1
World Braille Day	January, 4
National Girl Child Day (India)	January, 24
Republic Day (India)	January, 26
Martyr's Day (India)	January, 30
National Science Day (India)	February, 28
International Women's Day	March, 8
Consumer's Rights Day (India)	March, 15
World Water Day	March, 22
World Health Day	April, 7
World Earth Day	April, 22
World Red Cross Day	May, 8
International Day of the Families	May, 15
World No-Tobacco Day	May, 31
World Environment Day	June, 5
World Population Day	July, 11
Hiroshima Day	August, 6
Independence Day (India)	August, 15
Nutrition Week (India)	September, 1-7
Teacher's Day (India)	September, 5
International Literacy Day	September, 8
International Day for the Preservation of Ozone Layer	September, 16
International Day of Peace	September, 21
International Day of the Deaf	September, 26
World Tourism Day	September, 27
International Day of Older Persons	October, 1
Gandhi Jayanti (India) / International Day of Non-Violence	October, 2
World Habitat Day	1st Monday of October
World Post Day	October, 9
World Food Day	October, 16
Vigilance Awareness Week (India)	November, 3-7
National Education Day (India)	November, 11
Children's Day (India)	November, 14
International Day for Tolerance	November, 16
Communal Harmony Week (India)	November, 19-25
World Child's Rights Day	November, 20
World AIDS Day	December, 1
International Day of Person with disabilities	December, 3
World Human Rights Day	December, 10

Notes

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

Notes

This image shows a single sheet of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

[illegible][illegible]

Reading is to the mind what exercise is to the body.

- Sir Richard Steele

Reading is to the mind what exercise is to the body.

- Sir Richard Steele

[illegible][illegible]

[illegible][illegible]

Mid pleasures and palaces though we may roam,
Be it ever so humble, there's no place like home.
- Johan Howard Payne

Mid pleasures and palaces though we may roam,
Be it ever so humble, there's no place like home.
- Johan Howard Payne

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CLASS TIME TABLE								
Period Day	I	II	III	IV	V	VI	VII	VIII
MON								
TUE								
WED								
THU								
FRI								
SAT*								

* 1st, 3rd and 4th Saturday : All club activities, student mentor-mentee programmes and remedial classes will be held. Only participants are supposed to attend the same.

CLASS TIME TABLE								
Period Day	I	II	III	IV	V	VI	VII	VIII
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TUE								
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* 1st, 3rd and 4th Saturday : All club activities, student mentor-mentee programmes and remedial classes will be held. Only participants are supposed to attend the same.