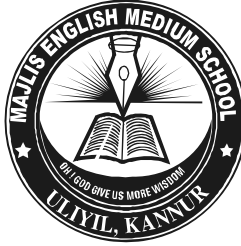


MY SCHOOL DIARY



MAJLIS ENGLISH MEDIUM SCHOOL

Affiliated to CBSE

ULIYIL


Phone:0490 2433724, 2434583, 2433322

www.sunnimajlis.com

*“If boys and girls do not learn
discipline in the school days,
money and time spent on their
Education is a National Waste”*

- Mahatma Gandhi





Morning Prayer

**In the name of Allah,
the most gracious, the most merciful.**

**Praise be to Allah,
the lord of the universe
most gracious, most merciful.
Master of the Day of Judgment.**

**Thee alone we worship,
and to thee alone we pray for help
show us the straight path.
The path of those on whom you have
bestowed your grace,
not of those who earned your anger,
nor of those who go astray
Aameen**

 **SURA AL FATHIHA**





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 everyone with courtesy.

To my country and my people I pledge my devotion
In their well-being and prosperity alone lies my happiness



NATIONAL ANTHEM

Jana gana mana adhinayaka jaya he
Bharata bhagya vidhata
Punjab Sindh Gujarath Maratha
Dravida Utkala Banga
Vindhya Himachala Yamuna Ganga
Utchala jaladhi taranga.
Tava shubha name jage
Tava shubha ashisha 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.

MY PROFILE

Photo

My Name	
My School Web. ID	
My Edu: smart ID	

Class: House:

My Hight: Weight: Blood Group:

My Mother : Land Line No:

My Father: Mob. No:

Occupation: Office Phone :

My Address:

.....

.....

Details of direct brothers/sisters studying in Majlis

- 1 Class Div
- 2 Class Div
- 3 Class Div

My Class Mentor:

My Class Monitor:

Travel Group:

Boarding Place:

Pre School Studied Class on Admission

Specimen Signatures	
My Guardian	
My Class Mentor	
My Principal	

ABOUT SCHOOL

Majlis English Medium School is an institution run by MAJLISU NNASHATHI SSUNNI based in Uliyil. At present the school is in its Secondary stage and we have planed to develop the same as a senior secondary school.

We have an asset of highly qualified and able teachers and we hope that the school would be able to provide a highest standard of education to the children through its scientific method of teaching. The school is following the syllabus of Central Board of Secondary Education (CBSE) and admission will be given to boys and girls regardless their religion. However the board of directors reserves full right to take final decision regarding their admission.

SCHOOL HOURS

9.30 am to 4.00 pm

OFFICE HOURS

10.00 am to 4.00 pm

SCHOOL MANUAL

1. The school hours of instruction will be from 9.30 am to 4.00 pm. Student should reach the school by 9.20 am.
2. The Campus Language is English. Student must converse with each other only in English.
3. Parents are expected to maintain a very high order of discipline. Indecent behaviour is sufficient reason for expulsion from the school.
4. Parents/Guardian should ensure that the child must reach the school with neatly-ironed uniform, combed hair, and polished shoes.
5. Parents/Guardian should ensure that their children are regular and punctual in attending school and they prepare their assignments properly at home every day.
6. Parents are requested to write **Parents Study Report** daily.
7. Students should come neatly dressed to school. Boys must cut their hair short. Boys with long hair and fanciful hair-styles are not allowed to enter the class, even in the school campus. Nail should be cut and kept clean. Low waist pants and other fashion dresses are strictly prohibited.
8. Parents/Guardian should ensure that TV and other Entertainment devices are switched off in their prescribed study time.
9. Punctuality and regular attendance is insisted upon. Late comers and Absentees should get the Late Attendance Profile and Absence Profile signed by the parents/guardian. In

case of long illness a medical certificate will have to be produced.

10. No magazines, CD, Toys, Mobile Phone or sophisticated articles must be brought to school. Exchange of articles or money transactions between students is not allowed.
11. Students are not allowed to purchase food, sweets, chewingum, Ice cream, Soft drinks etc. near the school premises. Students should not be seen loitering in the town or local shops, Ice cream parlors etc after class time.
12. Jewellery must not be worn to school. Anklets, Bangles, Bracelets, fancy Hairbands, Clips, Flowers, Colourful nail polish, Finger rings etc are strictly forbidden.
13. Students should be responsible for their personal belongings, books, lunch boxes, umbrellas, etc. personal belonging should have a name so that any unclaimed property can be returned to the owner.
14. Students are forbidden to scribble on the walls/furniture or dirty the class rooms or damage any property in the school. Parents will have to compensate for any damage caused to school property.
15. The school reserves its right to request parents to withdraw their children, if the behaviour or conduct of the parent against the discipline, culture and ethics of the school.

II The following Acts and conduct on the part of the students will amount to misconduct.

- (a) Misbehaviour towards teachers or any other employees of the school.

- (b) Intentional disturbance of classes.
- (c) Absence from class with out the permission of the Tr / Vice Principal/Principal.
- (d) Any behaviour unbecoming of a student.
- (e) Damaging/disfiguring school property.
- (f) Dis-obeying lawful orders of the teachers/vice pri/Principal.

II A. In above acts of misconducts principal shall take suitable action as per observation of the disciplinary committee depending on the gravity of the misconduct, which may include

- (a) Oral/written warnings to the student and parents.
- (b) Suspension from attending classes/school for a specified period.
- (c) Recovery of loss to school property.
- (d) Issue of Transfer certificate.
- (e) Expulsion//rustication from school.

We have read the rules and regulation of the school and shall abide by them, and modifications, if any, made from time to time in the interest of the pupil and the school.

Name and sign of Father / Mother

Date :

Place:

TO PARENTS & GUARDIANS

1. സ്കൂൾ ഡയറി എല്ലാ ദിവസവും നൽകുകയും കുട്ടിതിരികെ വന്നാൽ ഡയറി പരിശോധിച്ച് നിർദ്ദേശങ്ങൾ പാലിക്കുകയും ചെയ്യുക.
2. ട്യാഷൻ ഫീസ് ജൂൺ 10, സപ്തംബർ 10, ഡിസംബർ 10 എന്നീ തീയതിക്ക് മുമ്പായും വാൻ ഫീസ് അതാത് മാസം 25-ാം തീയതിക്ക് മുമ്പായും നിർബന്ധമായും അടയ്ക്കേണ്ടതാണ്.
3. നിർദ്ദിഷ്ട യൂണിഫോം എല്ലാ പ്രവൃത്തി ദിവസവും പ്രത്യേക പരിപാടികൾ നടക്കുന്ന ദിവസങ്ങളിൽപ്പെടെ നിർബന്ധമായും ധരിക്കേണ്ടതാണ്.
4. ഷോട്ടപ്പ്, ലോവെയ്സ്റ്റ്, ടൈറ്റ്ഫിറ്റ് തുടങ്ങിയ ഫാഷൻ വസ്ത്രധാരണവും മോഡേൺ ഹെയർസ്റ്റൈലും ക്യാമ്പസിനകത്ത് അനുവദിക്കുന്നതല്ല.
5. സ്വർണ്ണാഭരണങ്ങൾ അണിയിക്കുകയോ മറ്റ് വിലപിടിപ്പുള്ള വസ്തുക്കൾ സ്കൂളിലേക്ക് കൊടുത്ത് വിടുകയോ ചെയ്യരുത്.
6. വാഹനത്തിൽ കയറാനായി നിശ്ചിത സമയത്തിന് മുമ്പ് തന്നെ നിശ്ചിത സ്ഥലത്ത് കുട്ടിയെ ഒരുക്കി നിർത്തേണ്ടതാണ്. കുട്ടി കയറിയ സ്റ്റോപ്പിൽ മാത്രമേ തിരികെ ഇറക്കുകയുള്ളൂ. സ്ഥലം മാറ്റി ഇറക്കുന്നതിന് ഓഫീസിൽ നേരിട്ട് അപേക്ഷ നൽകേണ്ടതാണ്. ഫോണിലൂടെയുള്ള ആവശ്യം ഏത് സാഹചര്യത്തിലായാലും അനുവദിക്കുന്നതല്ല.
7. സ്കൂൾ ഓഫീസിൽ നിന്നുള്ള അനുമതിയില്ലാതെ കേമ്പസിനകത്ത് വെച്ച് കുട്ടികളുമായോ, അധ്യാപകരുമായോ ബന്ധപ്പെടാൻ പാടില്ല.
8. ക്ലാസിൽ ഹാജരായ കുട്ടിയെ യാതൊരു കാരണവശാലും നേരത്തെ പോകാൻ അനുവദിക്കുന്നതല്ല. അത്യാവശ്യഘട്ടങ്ങളിൽ രക്ഷിതാവ് നേരിൽവന്ന് പ്രിൻസിപ്പാളിന്റെ അനുമതിയോടെ കുട്ടിയെ കുട്ടികൊണ്ട് പോകേണ്ടതാണ്.
9. P.T.A. യോഗങ്ങളിലും മദ്രാസ് മീറ്റിംഗിലും പിതാവ്/മാതാവ് നിർബന്ധമായും പങ്കെടുക്കേണ്ടതാണ്.
10. അറിയിക്കുന്ന തീയതികളിൽ രക്ഷിതാവ് നേരിൽ വന്ന് പ്രോഗ്രസ് റിപ്പോർട്ട് കൈപ്പറ്റേണ്ടതാണ്.
11. അത്യാവശ്യ ഘട്ടങ്ങളിൽ മാത്രമേ അവധിയെടുക്കാൻ പാടുള്ളൂ. ഹാജരാവുന്ന ദിവസം ലീവ് ലറ്റർ ഇല്ലാതെ കുട്ടിയെ ക്ലാസിൽ ഇരിക്കാൻ അനുവദിക്കുന്നതല്ല. തുടർച്ചയായ രണ്ട് ദിവസം ഹാജരാകാതെ വന്നാൽ രക്ഷിതാവ് ഓഫീസിലെത്തി കാര്യങ്ങൾ ബോധിപ്പിക്കേണ്ടതാണ്.
12. കുട്ടിയുടെ പഠനസംബന്ധമായ കാര്യങ്ങൾ സ്കൂൾ വെബ്സൈറ്റിൽ ലഭ്യമാണ്. വിലാസം **www.sunnimajlis.com**
13. താങ്കളുടെ വിലാസത്തിലോ ഫോൺ നമ്പറിലോ മാറ്റമുണ്ടാകുമ്പോൾ വിവരം ഓഫീസിൽ അറിയിക്കേണ്ടതാണ്.

LEAVE PROFILE				
Date	Day	Reason	Signature of	
			Guardian	Class Teacher

LATE ATTENDANCE PROFILE				
Date	Late minutes	Reason	Signature of	
			Parents	Principal/Cl.Teacher

<div>SNEHAVIRUNNU</div> <div>(...The Lovely Majlis Feast)</div>	
Date	
Chief Guest	
Venue	
Date	
Chief Guest	
Venue	
Date	
Chief Guest	
Venue	
Date	
Chief Guest	
Venue	

PEDAGOGIC TRAVEL

Date Day

Locations

.....

Departure Time Arrival at School

Fare Last date of fee remittance

	Breakfast	Lunch	Dinner	Refreshment
Food	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Escorting Teachers

.....

.....

Travel Phones

Consent of Parent Signature

Things to remember

1. Wear school uniform
2. All kind of purchasing or shopping is not allowed

June	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

July	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT -JULY

[illegible]

Principal

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

August	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT -AUGUST

[illegible]

Principal

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

September	Assignments @ home
<div>Date</div>	
<div>Date</div>	
<div>Date</div>	

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT -SEPTEMBER

[illegible]

Principal

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

October	Assignments @ home
<div>Date</div>	
<div>Date</div>	
<div>Date</div>	

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT -OCTOBER

[illegible]

Principal

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

November	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

December	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT - DECEMBER

[illegible]

Principal

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

January	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT -JANUARY

[illegible]

Principal

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

February	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT - FEBRUARY

[illegible]

Principal

Teacher's Remarks

Date	Remarks	Teachers Sign.	Parents Sign.

* Parents/Guardian will please countersign the remarks without delay

Parents Remarks

Date	Remarks	Parents Sign.	Teachers Sign.

* Teacher will please countersign the remarks without delay

March	Assignments @ home
	Date
	Date
	Date

Assignments @ home

Date

Date

Date

PARENTS STUDY REPORT -MARCH

[illegible]

Principal

ENGLISH TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

MALAYALAM TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

HINDI TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

SCIENCE/EVS TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

SOCIAL STUDIES TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

MATHS TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

IT TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

GK TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

MORAL SCIENCE TEST PAPER

Month	Date	Marks	Sign of Teacher	Signs of parent/ Guardian	Remarks
June					
July					
August					
September					
October					
November					
December					
January					
February					
March					

EXAM TIME TABLE			
Periodic Test I			
Date	Time	Subject	Portions for the Exam
Periodic Test II			
Date	Time	Subject	Portions for the Exam

EXAM TIME TABLE			
Half Yearly Examination			
Date	Time	Subject	Portions for the Exam
Periodic Test III			
Date	Time	Subject	Portions for the Exam

EXAM TIME TABLE			
Periodic Test IV			
Date	Time	Subject	Portions for the Exam
Annual Examination			
Date	Time	Subject	Portions for the Exam

LIBRARY PROFILE

<i>My Own Reading Tree</i>	User Id.....
----------------------------	--------------

<i>My Own Reading Tree</i>	User Id.....
----------------------------	--------------

[illegible]

RECORD OF THE LIBRARY BOOKS

Name of the book : _____

Author : _____

Characters: _____

Summary : _____

Date:

Place:

* A Separate record is to be maintained

DISCIPLINE PROFILE

Date	Occasion for the remarks good or bad points seen	Initial of Teacher	Initial of Principal	Parent

C C E ACTIVITIES - English

Topic	Activity	Date of Submission	Sign	Remarks

C C E ACTIVITIES - Malayalam

Topic	Activity	Date of Submission	Sign	Remarks

C C E ACTIVITIES - Hindi

Topic	Activity	Date of Submission	Sign	Remarks

C C E ACTIVITIES - Social Studies

Topic	Activity	Date of Submission	Sign	Remarks

C C E ACTIVITIES - Science/EVS

Topic	Activity	Date of Submission	Sign	Remarks

C C E ACTIVITIES - Maths

Topic	Activity	Date of Submission	Sign	Remarks

C C E ACTIVITIES - IT

Topic	Activity	Date of Submission	Sign	Remarks

C C E ACTIVITIES - GK

Topic	Activity	Date of Submission	Sign	Remarks

CO-CURRICULAR ACTIVITIES

Date	Activity	Parents Signature	Teacher signature

Consent for Co-curricular Activities

I hereby give consent for my child to participate in the above said co-curricular activities and I am ready to pay for the expenses whatsoever.

Date:

Name of Parent

Signature

CONSENT LETTER FOR PEDAGOGIC TRAVEL

From

.....
.....
.....

To

.....
.....
.....

Dear Madam/ Sir,

I give consent to
my son/daughter of
class to go for the tour. I agree to pay the sum of
Rs..... for it.

yours sincerely

Signature

Name:

[illegible][illegible]

[illegible][illegible]

STUDENTS DAILY PROGRAMME

Time Duration	Work to be done
5 am	Getting up
5 am to 5.30 am	Refresh yourself
5.30 am to 5.45 am	Prayer / Yoga
5.45 am to 6.00 am	Tea Time
6.00 am to 7.00 am	Study time
7.00 am to 7.15 am	News paper reading
7.15 am to 7.30 am	Take bath
7.30 am to 7.45 am	Have break fast
7.45 am	Get ready to school
9.20 am	Reach the school
9.30 to 4.00 pm	School hours
5.00 pm	Reach the home
5.00 pm to 5.30 pm	Refreshment
5.30 pm to 5.45 pm	Take Bath
5.45 pm to 6.45 pm	Home work
6.45 pm to 7.00 pm	prayer
7.00 pm to 9.00 pm	Study time
9.00 pm to 9.15 pm	Dinner
9.15 pm to 10.00 pm	Pleasure time
10. pm to 5.00 am	Sleeping hours

FEE RECEIPT TAG

Name L. No.

Standard..... Div..... Academic Year.....

Item	Rupees	Receipt No.	Date	Cashiers Sign
Form Fee				
Admission Fee				
Students Diary				
Exam. Fee				
Miscellaneous				
Lab Fee				
Spl. Fee				

Tuition Fee

Ist Instalment				
IInd Instalment				
IIIrd Instalment				
Festival Fee				

Conveyance Charge

June				
July				
August				
September				
October				
November				
December				
January				
February				
March				

- ട്യൂഷൻ ഫീസ്, വാൻ ഫീസ് എന്നിവ രക്ഷിതാക്കൾ നേരിട്ട് സ്കൂൾ ഓഫീസിൽ അടച്ച് റസീറ്റ് കൈപ്പറ്റേണ്ടതാണ്. അല്ലാതെ വരുന്ന നഷ്ടത്തിന് സ്ഥാപനം ഉത്തരവാദിയായിരിക്കുന്നതല്ല.
- ട്യൂഷൻ ഫീസ് ജൂൺ 10, സപ്തംബർ 10, ഡിസംബർ 10 എന്നീ തീയതിക്ക് മുമ്പായും വാൻ ഫീസ് അതാത് മാസം 25-ാം തീയതിക്ക് മുമ്പായും നിർബന്ധമായും അടക്കേണ്ടതാണ്.
- ഫീസ് പ്രവൃത്തി ദിവസം രാവിലെ 10 മുതൽ 1.30 മണിവരെ മാത്രമേ സ്വീകരിക്കുകയുള്ളൂ.

FEE REMINDER TAG

TUITION FEE	Date	Mode	✓	Signature		Remarks
				Cashier	Parent	
		Memo				
		Notice				
		Direct				
		Phone				
		SMS				

Conveyance Charge	Month	Memo	Notice	Direct	Phone	SMS	Remarks
	June						
	July						
	August						
	September						
	October						
	November						
	December						
	January						
	February						
	March						

