

# Santa Cruz Public School

(Senior Secondary)

Eramalloor - Alappuzha District

(Diocese of Cochin)

ESTD - 2001

**Affiliated to CBSE, New Delhi, Code No. 930678**

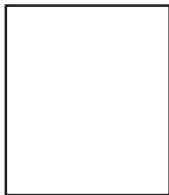
**Ph. 8089424804**

Email: [santacruzeramalloor@yahoo.com](mailto:santacruzeramalloor@yahoo.com)

Website: [www.scps.edu.in](http://www.scps.edu.in)



## STUDENT'S DIARY 2025 - 2026



NAME : .....

CLASS : .....DIVISION .....

ROLL No. : .....ADMISSION NO.....

PHONE No. : .....

*Please bring the diary to school daily. Keep it neat and clean.*

## PERSONAL DATA 2025 - 2026

1. Name in full: .....
2. Class : ..... Class Roll No.: .....
3. Admission No.: ..... Division: .....
4. Standard: ..... Club: .....
5. House: ..... Date of Birth: .....
6. Place of Birth: ..... Aadhar No.: .....
7. Blood Group: ..... SC /ST /OBC /General: .....
8. Religion: ..... Ration Card Status : APL / BPL
9. Identification Marks: .....  
.....
10. Languages Taken: .....
11. Residential Address: .....  
.....  
Name of Mother: ..... Occupation: .....  
Mother's Official Address: .....  
Office Phone No.: ..... Mobile: .....  
Email: .....
12. Name of Father: ..... Occupation: .....  
Father's official Address: .....  
Office Phone No.: ..... Mobile : .....  
Email: .....
13. Mode of Conveyance: Line bus/Auto/Van/Tempo/Cycle/by Parent/School Bus  
Driver's Phone No.: ..... Vehicle No.: .....  
Starting Time: ..... Return Time: .....
14. Particulars of Brother/ Sister studying in this school  
Name: ..... Class: .....  
Name: ..... Class: .....
15. Specimen Signature of the Parent/ Guardian who is to sign in the reports  
.....
16. Give two names of your best friends in school  
.....

## MY TEACHERS

	Name	Phone
My Manager	Rev. Dr. Grimbald Lanthaparambil	
Principal	Ms. Mary Diana	
Vice Principal	Ms. Neena Varghese	
Class Teacher		
English		
Hindi		
Malayalam		
Mathematics		
<b>Science</b> Physics / Chemistry / Biology / EVS		
<b>Social Science</b>		
Computer Science		
GK		
Moral Science		
Physical Education		
House & House warden		
Library		

(Time to contact 6 pm – 7.30 pm)

# **SANTA CRUZ PUBLIC SCHOOL**

## **(Senior Secondary)**

**ERAMALLOOR**

### **OUR VISION**

As the Catholic Church considers the Educational Enterprise as of the highest order of importance for survival of a community and for the well-being of each individual, the School aims at moulding the children academically, physically and mentally fit for the challenges of life and making them respectful to the culture of Our Country.

The School further aims to impart the best of education with utmost care, love and understanding with a view to instill into the minds of students Moral and Ethical Values, Self - Reliance, Team - Spirit, Dignity of Labour and Patriotic Spirit.

Hence Santa Cruz Public School seeks to develop in students Intellectual Curiosity, Eagerness for Learning, Ability to utilize knowledge for Creative Living; to facilitate the students discover their talents / abilities so as to emerge as Integrated Individuals and thus to provide Value - based Quality Education for the students who will rise

*“Where the mind is without fear  
and the head is held high  
where knowledge is free  
where the world has not broken up  
into fragments  
by narrow domestic walls ..”*

### **OUR MISSION**

Awakening children to believe in the Religion of Oneness, Togetherness and Kindness.

### **OUR MOTTO**

**WORK IS LOVE MADE VISIBLE**

# **SANTA CRUZ PUBLIC SCHOOL**

## **(Senior Secondary)**

**ERAMALLOOR**

### **MANAGEMENT**

Santa Cruz Public School is an English Medium, Co-educational and Autonomous Institution aiming to impart Value - based Quality Education and to transform the youth into a formidable force to meet the challenges of Nation - Building in 21<sup>st</sup> Century.

The School is owned and managed by the Diocese of Cochin belonging to the Latin Catholic Minority Community. The Institution is administered by the School Manager appointed by the Bishop of Cochin and supported by the CBSE School's Board, Diocese of Cochin.

The School was founded in the year 2001. Since it has been affiliated to the Central Board of Secondary Education, Delhi, the Institution strives for Excellence in all spheres of Education under the capable administration of all eminent previous Managers and presently under the able administration of Rev. Dr. Grimbald Lanthaparambil. The unique Square - shaped Building of the School is situated in 3 acres of land adjacent to the N.H. 66 with roofed courtyard and an indoor stadium which will serve the students with ample space for ACADEMIC AND EXTRA CURRICULAR ACTIVITIES.

The outdoor facilities include a well built basket ball court, 2 Volleyball courts, 2 Badminton courts, a Football ground and a well maintained beautiful garden.

The school is under CCTV surveillance.

**SANTA CRUZ PUBLIC SCHOOL**  
**(Senior Secondary)**  
**ERAMALLOOR**

**Cochin Diocese**  
**CBSE School's Board**

**PATRON**  
**Bishop of Cochin**

**MANAGER**  
**Rev. Dr. GRIMBALD LANTHAPARAMBIL**

# SANTA CRUZ PUBLIC SCHOOL

## (Senior Secondary)

### ERAMALLOOR

### FACULTY

- |                                  |   |
|----------------------------------|---|
| 1. Ms. Mary Diana                | M.A, B.Ed., Principal                             |
| 2. Ms. Neena Varghese            | B.Sc.,B.Ed., Vice Principal                       |
| 3. Ms. Jisha Koshy               | M.A., B.Sc.B.Ed., KTET II Academic Co- Ordinator. |
| 4. Ms. Sheeba K.C                | B.Sc., B.Ed.                                      |
| 5. Ms. Preethy S.                | M.A, B.Ed.  |
| 6. Ms. Bindhulekha V.            | B.A., B.Ed.                                       |
| 7. Ms. Umadevi T.V               | B.A., B.Ed. KTET II                               |
| 8. Ms. Carmelite Beena K.J.      | B.A. B.Ed.  |
| 9. Ms. Radhika T.R.              | M.A., B.Ed., PGDCA, KTET II & III                 |
| 10. Ms. Rajeswari M.M            | M.A., B.Ed.                                       |
| 11. Ms. Neena Sadanandan         | M.A., B.Ed.                                       |
| 12. MS. Dhanyamol S.             | M. A, B. Ed                                       |
| 13. Ms. Smitha R.                | B.Sc., B.Ed, DCA.                                 |
| 14. Ms. Gowri. G                 | MCA, M. A Clinical Psychology,<br>CAD Mechanical  |
| 15. Ms. Gayathri K.S.            | B.A., B.Ed., KTET II, DCA                         |
| 16. Ms. Bindumol V.              | M.A, B.Ed., SET.                                  |
| 17. Ms. Nimisha Vimal            | B.Tech Computer Science.                          |
| 18. Ms. Sasikala C.              | M.Sc.   |
| 19. Ms. Anisha Riya              | M.Com.  |
| 20. Ms. Elizabeth Thomas         | M. A., B.Ed.                                      |
| 21. Ms. Anuja Vinod.             | B.Sc., B.Ed.                                      |
| 22. Ms. Parvathy C.M.            | B.Sc., B.Ed., PGDCA, DOA.                         |
| 23. Ms. Sruthymol. S             | M.A, B.Ed., KTET IV, MS Office, DTP               |
| 24. Ms. Gliba Susan Jacob        | B.A, B.Ed., KTET III                              |
| 25. Ms. Rose Mary Cleetus        | M.A. M.Ed.  |
| 26. Ms. Priyanka C.V             | M.Sc, B.Ed, KTET II & III                         |
| 27. Ms. Anila Raj P.R            | B.A B.Ed, CTET II, KTET II & III.                 |
| 28. Ms. Saparya Senan            | B. Sc, B. Ed, KTET III                            |
| 29. Ms. Sunitha N. Nair          | M. A B.Ed SET.                                    |
| 30. Ms. Sindhu T.P.              | B.A., B.Ed  |
| 31. Ms. Neethu C                 | B.A, B.Ed   |
| 32. Ms. Divya Gopalakrishnan     | M.A., B.Ed.,PDCFA                                 |
| 33. Ms. Saranya C S              | B.Sc, B.Ed, KTET II DCFM                          |
| 34. Ms. Josina V.R.              | B. A, B. LIsc, DTP, Office Suite                  |
| 35. Ms. Aswathy C.               | B.Sc.,B.Ed, KTET II                               |
| 36. Ms. Kochuthresia Anisha C.A. | B.Sc., B.Ed, KTET II & III                        |
| 37. Ms. Akhila K.K               | M.Sc., B.Ed, PGDCA                                |
| 38. Ms. Aswathy A R              | B.Sc., B.Ed, DCA                                  |
| 39. Ms. Annie V Mathew           | B.Sc., B.Ed                                       |
| 40. Ms. Bismi Elizabeth P.J      | M.SC, B.Ed, KTET II & III                         |
| 41. Ms. Jeeshma K.J              | M.Sc., B.Ed                                       |
| 42. Ms. Maria Jifna Antony       | BA, B.Ed.,KTET III                                |
| 43. Ms. Gayathri. G              | M.Com, Hindi Visharad & Praveen,<br>KTET IV       |

- |                        |   |
|------------------------|---|
| 44. Ms. Gopika Gopi V. | M.A. BEd, KTET II & III   |
| 45. Mr. Harish Manu    | BPED, Physical Education Instructor   |
| 46. Ms. Kajal Francis  | Special Education (BA, B.Ed)  |
| 47. Ms. Rejitha C.V    | Counsellor (M.Sc., B.Ed, CTET II, KTET III, C.C.P.,<br>Diploma in Counselling Psychology) |

#### **K.G. TEACHERS**

- |                          |                         |
|--------------------------|-------------------------|
| 48. Sr. Monica Jaiby A.J | B.A, B.Ed               |
| 49. Ms. Rijy Manoj       | B.A, PPTTC              |
| 50. Ms. Suma Antony      | PDC,NTTC                |
| 51. Ms. Saritha R.       | MSc. IT                 |
| 52. Ms. Mary Janet       | B.A, TTC, DFA           |
| 53. Ms. Maria Jefna      | B.A, D.El. Ed.          |
| 54. Ms. Libiya Elizabeth | TTC, B.com, DFA, KTET I |
| 55. Ms. Geethu Pradeep   | Plus Two, TTC           |
| 56. Ms. Remya R.G        | M.A, PGDIMA, DCA        |
| 57. Ms. Treesa Biksy     | TTC B.A.                |

#### **PRE-KG TEACHERS**

- |                        |                |
|------------------------|----------------|
| 58. Ms. Bhagyalashmi R | B.Sc., D.EL.ED |
| 59. Ms. Jeeja Dominic  | NTTC           |

#### **NON TEACHING STAFF**

- |                          |                  |
|--------------------------|------------------|
| 60. Ms. Pradeepa Johnson | Clerk            |
| 61. Ms. Mary Sherin      | Office Assistant |
| 62. Ms. Mary T.P         | Lab Assistant    |
| 63. Ms. Lissy P.J        | Helper.          |
| 64. Ms. Seena mol        | Helper           |
| 65. Ms. Rekha            | Helper           |
| 66. Ms. Sujatha          | Helper           |
| 67. Ms. Nisha            | Helper           |
| 68. Ms. Rekha K.B        | Helper           |
| 69. Ms. Sneha            | Helper           |
| 70. Ms. Jomy             | Helper           |
| 71. Ms. Safiya           | Helper           |
| 72. Ms. Vinitha          | Helper           |
| 73. Ms. Simi             | Helper           |
| 74. Ms. Sony             | Helper           |
| 75. Ms. Vilasini         | Gardener         |
| 76. Ms. Shiji            | Gardener         |
| 77. Mr. Martin David     | Driver           |
| 78. Mr. Prasad           | Driver           |
| 79. Mr. Jijimon          | Driver           |
| 80. Mr. Bibin            | Driver           |
| 81. Mr. Benny            | Driver           |
| 82. Mr. Xavier           | Driver           |
| 83. Mr. Paul             | Driver           |
| 84. Mr. Ramachadran      | Driver           |
| 85. Mr. Satheeshan       | Driver           |
| 86. Mr. John             | Watchman         |
| 87. Mr. Xavier           | Watchman         |
| 88. Mr. Kunjachan        | Watchman         |



# PROSPECTUS AND GENERAL RULES

## I. ADMISSION

Admissions are granted to all classes subject to availability of vacancies.

Admissions will be decided on the basis of tests and interviews. For admission to L.K.G., the child should have 4 years of age completed on 31<sup>st</sup> March of the year in which the admissions is sought. Those seeking admission to higher classes should fulfill the corresponding age requirement. The Transfer Certificate & Birth Certificate should be submitted along with the admission application.

### AGE LIMIT FOR KG& CLASS

Pre KG : 3 years completed by 31st March

LKG : 4 years completed by 31st March

UKG : 5 Years completed by 31st March

Class I : 6 years completed by 31st March

## II. SCHOOL TERMS

Term	-	I	July 2025
Term	-	II	September 2025
Term	-	III	November 2025
Term	-	IV	January 2026
Term	-	V	March 2026

## III. SCHOOL HOURS

Reporting time	:	8.40 a.m
Assembly	:	9.00 a.m. to 9.15 a.m.
Morning Session	:	9.15 a.m. to 12.15 noon
Afternoon Session	:	12.45 noon to 3.00 p.m.

## IV. SCHOOL UNIFORM

All students are required to adhere strictly to the norms of school uniform without fail as they are meant to inculcate a feeling of equality and sense of belonging to the Institution. School uniform indicates uniformity in dress, tie, belt, shoes, socks, I.D. Card etc. Students are to be smartly dressed and uniform should be clean and well-pressed.

## Uniform Structure

**Pre KG** : colour dress for both boys and girls on all days

### Kinder Garten

	<i>Except Wednesday</i>	<i>Wednesday</i>
<i>Boys</i>	Attract sky blue shirt with half sleeves - one pocket. Blue black orange combination hardvard shorts - side pocket. Blue socks and black shoes, school belt, school tie.	House T-shirt Navy blue tracksuit, socks and shoes.
<i>Girls</i>	Blue black orange combination hardvard pinafore. Attract sky blue shirt with half sleeves. Blue socks and black shoes school belt, school tie.	House T-shirt Navy blue tracksuit, socks and shoes.

### Public School

*Monday, Tuesday, Thursday & Friday*

	<b>I to IV</b>	<b>V to X</b>
<i>Boys</i>	Shorts in Worsted Blue grey. Shirts in Blue white line, Belt in grey and Red Stripe, Tie in Red with Blue line, socks in Red with white stripes.	Pants in Worsted Blue grey and other items as for std. I to IV.
<i>Girls</i>	<b>I to IV</b> Pinafore in Worsted blue grey and bow with red stripe, Other items as for Std I to IV boys.	<b>V to X</b> Skirt is Worsted blue grey Shirt in Blue White line, Belt in grey and Red stripe, Tie is Red with Blue line, socks in red with white stripes.

*Wednesday*

<i>Boys</i>	<b>I to X</b> Navy blue track suit, House T-Shirt, Socks & black Shoes.				
<i>Girls</i>	<table> <tr> <th><b>I to IV</b></th><th><b>V to X</b></th></tr> <tr> <td>Navy blue track suit House T-Shirt, Socks &amp; black Shoes.</td><td>House T-shirt, white coat, Navy blue tracksuit, Socks &amp; black Shoes.</td></tr> </table>	<b>I to IV</b>	<b>V to X</b>	Navy blue track suit House T-Shirt, Socks & black Shoes.	House T-shirt, white coat, Navy blue tracksuit, Socks & black Shoes.
<b>I to IV</b>	<b>V to X</b>				
Navy blue track suit House T-Shirt, Socks & black Shoes.	House T-shirt, white coat, Navy blue tracksuit, Socks & black Shoes.				

## **V. ATTENDANCE**

Every student is required to have an attendance of not less than 90% of the total number of working days in the academic year. If a student is continuously absent for more than 15 days without sanction in writing, his/her name shall be cut off from the rolls. Application for leave should be submitted in the format of Leave Record given in the school diary and duly signed by parents. Application for leave for more than 3 days should be submitted to the Principal. Application for leave on medical grounds should be countersigned by an appropriate medical authority with the official seal affixed. Any student suffering from a contagious disease will not be allowed to attend the school. Withdrawal of children from classes during school hours is not permitted, except in the case of emergency.

## **VI. SCHOOL FEE - REMITTANCE**

Admission fee, special fee and the first installment of tuition fee shall be paid at the time of admission. Tuition fee is to be paid for 10 months in Five installments in July, September, November, January, March. A student whose name is on the rolls can pay the fees for the whole year in advance.

The payment can be made without Fine upto 10th but with fine of Rs.10/- till 15th, Rs.20/- till 25th and Rs. 50/-till 30th of the month of payment.

Fifteen days after the last date for payment an official reminder notice will be sent from school. Second reminder will be sent after another fifteen days and a third reminder after the next fifteen days.

If dues are not paid within this time the name of the student will be removed from the rolls without any further information. Thereafter a readmission may be taken if so desired, after settling the dues.

A student who leaves the school without paying the fees will not be given any certificate from the school until the arrears are paid.

Whenever the fee is paid, a formal receipt, signed by the authorised person shall be obtained.

There shall be fee increase from time to time in commensurate with the Development of the school's Infrastructure as well as the salary hike

**Class (I - X) School fee**

Santa cruz public school

520101039460955

IFSC - UBIN0902373

Ezhupunna branch

**Bus fee (LKG - VIII)**

Santa Cruz School Bus

520101039492873

UBIN0902373

Ezhupunna branch

**PRE KG, LKG, UKG School fee**

Santa cruz kindergarten

520101039500019

IFSC - UBIN0902373

Ezhupunna branch

The fee once paid, will not be refunded on any account.

**VII. VISITING TIME FOR PARENTS**

- a. Teachers : On all Working Days between 3.15 p.m. to 3.45 p.m. with prior appointment.
- b. Principal : On all Working Days between 9.30 a.m. to 10.30 a.m. and 2.45 p.m. to 4.00 p.m.

On entering the campus parents should note down their details in the visitor's register kept at the gate and the details of the child in the register kept in the office, before leaving the school campus.

## VIII. EXAMINATION & PROMOTION

As per the CBSE directive a system of Continuous and Comprehensive Evaluation (CCE) is being followed from class I to X.

### GRADING SCALE

Assessment of scholastic attainments Part 1 will be reported twice in a year. The eight point grading scale for measuring Scholastic achievements is given below.

### GRADE MARK RANGE.

A1 - 91 - 100

A2 - 81 - 90

B1 - 71 - 80

B2 - 61 - 70

C1 - 51 - 60

C2 - 41 - 50

D - 33 - 40

E - (Need improvement) - 32 & Below

Minimum qualifying grade in all the subjects under Scholastic Domain is D. All assessments with regard to the academic status of the students shall be made in marks and the assessment will be given in grades. Assessment of Co-scholastic Areas 2(A,B,C&D) and 3(A,B) will be made on 5 point scale (shown in the table below); reported once in class IX & X.

GRADE	POINTS
A.	4.1 - 5.0
B.	3.1 - 4.0
C.	2.1 - 3.0
D.	1.1 - 2.0

### CRITERIA FOR PROMOTION

Promotion from class I to X will be based on the Rules and Regulations presented by the CBSE.

- \* If a student fails in the same class twice, the parent will be advised to withdraw the student.
- \* If any student is found using unfair means during the examination, that answer-paper of the erring student shall be cancelled and he/she will be awarded 'Zero' for that paper.

## GENERAL SCHOOL RULES

### THIS DIARY SHOULD BE BROUGHT TO SCHOOL EVERYDAY

1. Instructions given in this diary should be promptly and properly carried out. The diary should not be used as a rough book and pages there from not torn.
2. Children should be present in the school campus before 08.40 am and leave soon after 3.00 pm whether in the school or private buses. They should not stand in groups in the school premises. No student is allowed to stay back without the Principals permission.
3. **It is compulsory to speak in English while in the campus/ school bus.**
4. **They should be polite and courteous and should greet teachers, elders and guests.**
5. **Use of abusive language or gesture is strictly prohibited.**
6. As you are aware, the Government has strictly banned the use of mobile phones by the students in schools. Parents are directed not to permit their wards taking mobile phones to the school campus. It is made clear that if detected, the student shall be removed from the rolls forthwith and no excuses or explanations shall be entertained.
7. School property has to be taken proper care of damages of any kind may have to be got rectified by payment of fine.

### SCHOOL DISCIPLINE

“Confidence comes from discipline and training’. Only a well groomed and disciplined child can grow up into an intrinsically disciplined adult with the right value system and attitude.

Santa Cruz public School has been trying its best to inculcate the right values, attitude and self discipline in its children. Needless to say the role of parents in setting the right example and guiding the child properly is of utmost importance.

## FOR PARENTS

Effective school discipline starts from effective home discipline. Parents are always encouraged to work with the school to try and solve any problems that may arise. The school expects the full co-operation of parents in matters of discipline.

### PARENTS ARE REQUESTED...

- a. to look into the school diary of their wards and ensure that the home assignments are duly completed by their wards. Remarks made by the teachers should be acknowledged by the parents.
- b. to establish a good rapport with all teachers.
- c. to sent an authorization letter with the person in case of any inconvenience from their side. No student will be sent home with a stranger even in the case of emergency.
- d. to intimate the school office for any change of address or telephone numbers to enable us to contact the parents quickly in case of necessity.
- e. not to use the school diary to send communications to the school.
- f. to see that their wards come to school smart and tidy and in complete uniform.
- g. to monitor the activity of their wards after school hours.
- h. not to entrust large amount of money with their wards.
- i. to be available whenever they are needed as in the case of sickness, signing warning letters and other disciplinary matters.
- j. **not to visit the faculty rooms or classrooms.**
- k. to see that their wards return the library books on time.
- l. to include more veggies in their lunch.
- m. Junk foods are not allowed. Include dry fruits, fruits and nuts as snacks.

**STUDENTS ARE ADVISED TO STRICTLY ADHERE TO THE FOLLOWING:**

- a. All students are responsible for their own action
- b. Attend school regularly. Be punctual and be prepared to work to the best of their ability.
- c. Respect the rights and property of others
- d. Not to leave school without permission
- e. Move about in the campus in an orderly manner. Running and shouting in the corridors are not acceptable
- f. Not to enjoy any school facility other than they regularly avail without prior permission
- g. Maintain discipline while they travel in public or public transport.
- h. Not to roam about in the school uniform after the school hours
- i. Without prior permission cd's, pendrives, cameras are not allowed
- j. Children are not permitted to bring, borrow, lend or exchange any fancy or costly articles
- k. Santa Cruz aims at making the campus a completely plastic free zone. Kindly co-operate with us by providing,
  - i) Only Steel Tiffin boxes and water bottles .
  - ii) Sweets and chocolates are prohibited in the campus
  - iii) Celebrate birthdays by planting a sapling in the campus or donating a book to the library. **Sweets and chocolates are strictly avoided.**
- l. Shouting , whistling, teasing, showing disrespect, enmity towards anyone and telling lies are signs of bad character and therefore are strictly prohibited



- m. No student is expected to indulge in any form of ragging. If found so strict action will be taken against such erring students as per the ragging act implemented by the state of Kerala
- n. Bullying inside the campus is strictly prohibited
- o. Paper bits and unwanted things are to be deposited in the dustbin only
- p. No student is allowed to bring stickers, sweets, toys, cards, money etc. to the classroom
- q. Students shall not enter or leave the class during the class hours without the permission of the teacher.

### **BEHAVIOUR AND MANNERS**

Students are expected to be truly well behaved. Kindness, Politeness and respect towards teachers, members on the staff are essential. Exchange of pleasantries must be made a habit. Use the golden words ' Please ', Thank you '& 'sorry' whenever necessary.

### **MALPRACTICES**

ALL works should be done in a sincere and honest manner. Malpractices in examination hall will be severely dealt with. Destruction or defacing of school property will lead to payment of compensation.

### **SCHOOL UNIFORM**

Our school believes in simplicity and modesty. The dignity of the dress code should be maintained both by boys and girls

- a. ID cards are issued from the school and every student should wear it daily to school.
- b. Children should come to school in clean and properly ironed uniforms.
- c. It is suggested that girls with more than shoulder length hair must tie it up with red hair bush in plaits on two sides.

On wednesdays they must use white hair bush. Wearing of second studs, mehendi, tatoo, colouring of hair and nails, using of liquid eyeliner on the eyelids are strictly prohibited. Girls should compulsory wear tights and long petticoats. Skirts should reach below the knees.

- d. The uniforms should be properly stitched as per the school requirements. Boys should tuck their shirts in and wear school uniform belts. In no case can they wear 'low waist trousers'.
- e. The boys should come to school with their hair neatly trimmed. Long hair, pony tail, spiked and styled hair, colouring of hair and shaving of head are strictly forbidden. Senior boys should come clean shaved.
- f. No fancy foot wear is permitted. During rainy days children should wear black sandals.
- g. The students shall be responsible for the safe custody of their belongings. It is advisable to have the names inscribed on articles like water bottle, tiffin carrier, umbrella, school bag etc.
- h. Students should not wear/ use gold ornaments, fancy jewelleryes, lipgloss, any type of cosmetics and perfumes.

### **BUS RULES**

- 1. The smaller children should be seated before the senior students occupy the seats.
- 2. Students should remove their bags from their shoulders before boarding the bus and keep them neatly on the racks.
- 3. All school bus stops are codified and the buses will stop only at the designated stops. The bus departure timings at the stops can be obtained from the School Office. The buses may reach the bus stop 5 minutes before the scheduled departure time and will leave immediately after all the students from the particular bus stop board the bus. However the buses will not wait for students beyond the scheduled departure time. Bus users are expected to be at the respective bus stops, 5 minutes before the scheduled departure time of the bus.

4. Communications from parents to the School shall be only in writing and oral instructions to bus crew will not be entertained. Buses shall not be detained at bus stops for this purpose.
5. Occasionally it may not be possible to run the buses along the designated routes due to traffic blocks or regulations by the Traffic Authorities. Under such circumstances, the bus crew will intimate the Parents who are available at the boarding points, the nearest bus stop where the school bus can drop the children during the return trip. The children can be brought back to the bus terminus if parents desire to pick them up from there. Information on alternative arrangements can be obtained from the School Office also.
6. Unless otherwise communicated to the parents in advance, the buses will not leave the school earlier than the scheduled departure time on any day.
7. Students can use only the trip that is allotted to them. Children will be brought back to the school if the parents / guardian are not available to receive them at the bus stops.
8. Students are not permitted to change their bus routes / bus stops.
9. Children who wish to withdraw bus facility should intimate in writing one month in advance.

### **LIBRARY RULES**

1. All members of the staff and students are members of the school library.
2. Strict silence should be observed in the library.
3. No damage shall be caused to the library books. If a book is lost or damaged, it shall be replaced or its value and fine paid by the student who is liable
4. TC will not be issued if there is any library book to be returned.

### **ASSEMBLY**

MONDAY, TUESDAY,

THURSDAY, SATURDAY.      in ENGLISH

WEDNESDAY                      in HINDI

FRIDAY                              in MALAYALAM

## **HOUSE SYSTEM**

For the smooth conduct of the Arts and sports activities, we divide all the students into 4 houses, namely Sapphire, Diamond, Ruby, Emerald. Sports, games and literary competitions are conducted on the basis of the above houses.

## **CLUBS**

Each student is a member of one of the clubs. In order to cater to the special aptitude and talent of the students the clubs organise and conduct various activities in a systematic way. Everybody should participate in anyone of the programs conducted by the club.

## **SOGNI - SCHOOL MAGAZINE**

The School Magazine is published once in a year. The students are invited to contribute their best literary and artistic efforts to maintain the high standard of the magazine.

## **CORE-COMMITTEES**

- ◆ School protection Group
- ◆ Anti- Narcotic Cell
- ◆ PTA
- ◆ School Health And Wellness

## **GOVERNMENT SPONSORED SCHOLARSHIP**

- ◆ E Grantz

## **INSTITUTIONAL PRIZES**

- ◆ General proficiency prizes for classes LKG -IX
- ◆ Kalathilakam for kiddies and categories I, II, III, for girls
- ◆ Kalaprathibha for kiddies and categories I, II, III for boys.
- ◆ 100% Attendance (classes 1- 10)
- ◆ Outstanding Performance in CBSE X.

## **FACILITIES**

- ◆ School Band
- ◆ School Choir

**SPORTS** : Football, Basketball, Athletics, Badminton, Volleyball, Cricket, Skating, Karate, Abacus.

## LABORATORIES

- ◆ Physics
- ◆ Chemistry
- ◆ Biology
- ◆ Maths
- ◆ Computer.

### DECLARATION BY PARENT/ GUARDIAN

To

The Principal,  
Santa Cruz Public School  
Eramalloor

Dear sir / Madam

I have read all the rules of the school, contained in the school diary and I agree to abide by them. Further, I will see that my child also conforms to the standard required of him/her in conduct and studies.

Date: \_\_\_\_\_ Name and signature of parent/ Guardian \_\_\_\_\_

Permanent address:

Telephone:

सी.बि.एस.ई. गीत

## नया आगाज़

आज समय की माँग पर  
आगाज़ नया इक होगा  
निरंतर योग्यता के निर्णय से  
परिणाम आकलन होगा ।

परिवर्तन नियम जीवन का  
नियम अब नया बनेगा  
अब परिणामों के भय से  
नहीं बालक कोई डरेगा

निरंतर योग्यता के निर्णय से  
परिणाम आकलन होगा ।

बदले शिक्षा का स्वरूप  
नई खिले आशा की धूप  
अब किसी कोमल-से-मन पर  
कोई बोझ न होगा

निरंतर योग्यता के निर्णय से  
परिणाम आकलन होगा ।

नई राह पर चलकर मंजिल को हमें पाना है  
इस नए प्रयास को हमने सफ़न बनाना है  
बेहतर शिक्षा से बदने देश, ऐसे इसे अपनाए  
शिक्षक, शिक्षा और शिक्षित  
बस आगे बढ़ते जाएँ  
बस आगे बढ़ते जाएँ  
बस आगे बढ़ते जाएँ.....





## MORNING PRAYER

O God / we have come before You /  
 to seek Your blessings / before we begin our day. /  
 Bless our school / and keep it in your care. /  
 Enable us / to strive for excellence /  
 in whatever we do / wherever we are. /  
 Enlighten us / as we study / so that /  
 We may become / the light of the world. /  
 Grant us / the wisdom to know /  
 the difference between / good and bad /  
 and do only / what is right / at all times. /  
 Keep us / morally upright / physically strong /  
 And spiritually uplifted. /  
 Bless our beginning, / guide our footsteps /  
 And lead us to success.

## प्रार्थना

हे ईश्वर/यह दिवस/शुरू करने से पहले /आशीर्वाद लेने के लिए / हम आपके सामने / आए हैं / आपकी कृपा / सदा हमारे / विद्यालय पर रहे / हम कहीं भी हो / कुछ भी करें/महत्व पाने के लिए / समर्थ बनाइए / विश्व के प्रकाश/बनने के लिए / शिक्षा से / प्रबुद्ध कीजिए / उचित और / अनुचित का / भेद जानने / और हमेशा/सही काम / करने के लिए / प्रतिदान कीजिए / नैतिकता से सरल / शरीर से बलवान / औरधार्मिकता से / ऊँचा होने के लिए / हमेशा / साथ दीजिए/ हमारे शुरुआत को / पवित्र कीजिए / सही पथ प्रदर्शन कीजिए/और कामयाबी का / मार्ग दिखाइए।

## പ്രാർത്ഥന

സർവ്വശക്തനായ ദൈവമേ അങ്ങയുടെ അനുഗ്രഹത്തിനായി അപേക്ഷിച്ചു കൊണ്ട് ഞങ്ങൾ ഈ പുതു ദിവസത്തിന് ആരംഭം കുറിക്കുന്നു. ഞങ്ങൾ ചെയ്യുന്ന പ്രവർത്തിയിലൂടെയും വിദ്യാഭ്യാസത്തിലൂടെയും ലോകത്തിന് പ്രകാശമാകുവാൻ ഞങ്ങളെ അനുഗ്രഹിക്കേണമേ. ശരിയും തെറ്റും നന്മയും തിന്മയും വേർതിരിച്ചറിയാനും മാതാപിതാക്കളെയും ഗുരുജനങ്ങളേയും ആദരവോടെ കാണാനും അക്ഷരം തെറ്റാതെ അവരെ അനുസരിക്കാനും സമൂഹനന്മയ്ക്കായി പ്രവർത്തിക്കാനുമുള്ള ബുദ്ധിയും വിവേകവും ഞങ്ങളിൽ ചൊരിഞ്ഞു ഞങ്ങളെ വിജയത്തിലേക്ക് നയിക്കേണമേ..



## 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.

## प्रतिज्ञा

भारत हमारा देश है/ हम सब भारतवासी/ भाई बहन हैं/ हमें अपना देश/ प्राणों से भी प्यारा है/ इसकी समृद्धि और विविध संस्कृति पर/ हमें गर्व है/ हम इसके/ सुयोग्य अधिकारी/ बनने का/ प्रयत्न सदा करते रहेंगे/ हम अपने/ माता-पिता/ शिक्षकों, और गुरुजनों का/ सदा आदर करते रहेंगे/ हम अपने देश और देशवासियों के प्रति/ वफादार रहने की प्रति प्रतिज्ञा करते हैं। उनके कल्याण और समृद्धि में ही/ हमारा सुख निहित है।

## പ്രതിജ്ഞ

ഇന്ത്യ എന്റെ രാജ്യമാണ്./ എല്ലാ ഇന്ത്യക്കാരും /എന്റെ സഹോദരീ സഹോദരന്മാരാണ്./ ഞാൻ എന്റെ രാജ്യത്തെ സ്നേഹിക്കുന്നു./ സമ്പൂർണ്ണവും വൈവിധ്യ പൂർണ്ണവുമായ/അതിന്റെ പാരമ്പര്യത്തിൽ ഞാൻ അഭിമാനം കൊള്ളുന്നു./ ഞാൻ എന്റെ മാതാപിതാക്കളെയും/ഗുരുക്കന്മാരെയും/ മുതിർന്നവരെയും ബഹുമാനിക്കും./ ഞാൻ എന്റെ രാജ്യത്തിന്റെയും/ എന്റെ നാട്ടുകാരുടെയും / ക്ഷേമത്തിനും / ഐശ്വര്യത്തിനും വേണ്ടി പ്രയത്നിക്കും./



## NATIONAL ANTHEM

Jana gana mana adhinayaka jaya he  
Bharatha bhagya vidhatha  
Panjab Sindh Gujarata, marata  
Dravida Utakala Vanga  
Vindhya Himachala Yamuna Ganga  
Uchala Jaladitharanga  
Tava Shubha namae jage  
Tava Shubha ashisa mage  
Gahe tava jaya gatha  
Jana gana managala dayaka jaya he  
Bharata bhagya vidhata  
Jaya hae, jaya hae, jaya hae  
Jaya, Jaya, Jaya, Jaya hae.

जल-गण-मन अधिनायक जय है, भारत भाग्य विधाता ।  
पंजाव-सिंध-गुजरात-मराठा, द्राविड-उत्कल-बंग  
विन्ध्य-हिमाचल यमुना गंगा. उच्छल जलधि तरंगा  
तव शुभ नामे जागे. तव शुभ आशिष मागे  
गाहे तव जय गाथा ।  
जन-गण-मंगलदायक जय है, भारत भाग्य विधाता  
जय है ! जय है ! जय है ! जय जय जय जय है !

### ദേശീയഗാനം - സാരം

ഭാരത ഭൂമിയുടെ ഭാഗ്യവിധാതാവേ! ജനസമൂഹത്തിന്റെ ഹൃദയാധിനാഥനായ അങ്ങ് വിജയിക്കട്ടെ. പഞ്ചാബ്, സിന്ധ്, ഗുജറാത്ത്, മറാഠാ, ദ്രാവിഡാ, ഉത്കൽ, വംഗം ആദിയായ പ്രദേശങ്ങളും വിന്ധ്യ ഹിമാചലാദി പർവ്വതങ്ങളും മഹാസമുദ്രത്തിന്റെ തീരമാലകളും അങ്ങയുടെ ശുഭനാമം ഉരുവിട്ടു കൊണ്ടിരിക്കുന്നു! അങ്ങയുടെ മംഗളാശിസ്സുകൾ തേടിക്കൊണ്ടിരിക്കുന്നു! അങ്ങയുടെ ജയഗാഥകൾ പാടിക്കൊണ്ടിരിക്കുന്നു! ഭാരതഭൂമിയുടെ ഭാഗ്യവിധാതാവേ ജനസമൂഹത്തിന് ഗുണപ്രദായകനായ അങ്ങ് മേൽക്കുമേൽ വിജയിക്കട്ടെ.

## **EVENING PRAYER**

Thank you Lord  
For your love  
Presence and protection  
Thank you for guarding me  
As the apple of your eyes  
Bless our parents, teachers and our friends  
Good evening father  
Good evening teachers  
Good evening friends

## **PRAYER SONGS**

### **PRAYER SONG – 1**

Father we thank thee for the night:  
And for the pleasant morning light  
For rest and food and loving care  
And all that makes the world so fair.

Help us to do the things we should  
To be to others kind and good  
In all we do in work and play  
So grow more loving day by day

### **PRAYER SONG – 2**

There shall be showers of blessing  
This is the promise of love  
There shall be seasons refreshing  
Sent from the Saviour above  
Showers of blessing  
Showers of blessing we need  
Mercy-drops round us are falling  
But for the showers we plead  
There shall be showers of blessing  
Precious reviving again  
Over the hills and the valleys  
Sound of abundance of rain

## PRAYER SONG –3

Make me a channel of your peace  
Where there is hatred let me bring your love  
Where there is injury, your pardon Lord  
And where there is doubt true faith in You

Make me a channel of your peace  
Where there's despair in life let me bring hope  
Where there is darkness only light  
And where there's sadness ever joy

Oh, Master grant that I may never seek  
So much to be consoled as to console  
To be understood as to understand  
To be loved as to love with all my soul

Make me a channel of your peace  
It is in pardoning that we are pardoned  
It is in giving to all men that we receive  
And in dying that we are born to eternal life

Oh, Master grant that I may never seek  
So much to be consoled as to console  
To be understood as to understand  
To be loved as to love with all my soul

Make me a channel of your peace  
Where there's despair in life let me bring hope  
Where there is darkness only light  
And where there's sadness ever joy

Francis of Assisi

## PRAYER SONG – 4

As I kneel before you  
As I bow my head in prayer  
Take this day, make it yours  
And fill me with your love

Ave Maria  
Gratia plena  
Dominus tecum  
Benedicta tu

All I have I give you  
Every dream and wish are yours  
Mother of Christ  
Mother of mine, present them to my Lord

Ave Maria  
Gratia plena  
Dominus tecum  
Benedicta tu

As I kneel before you  
And I see your smiling face  
Every thought, every word  
Is lost in your embrace

Ave Maria  
Gratia plena  
Dominus tecum  
Benedicta tu

Maria Parkinson

## PRAYER SONG -5

Bind us together Lord  
Bind us together with cords  
That cannot be broken.

Bind us together Lord  
Bind us together Lord  
Bind us together with love.

There is only one God  
There is only one King  
There is only one Body  
That is why we sing. (Bind us.....)

## **PRAYER SONG - 6**

Give me oil in my lamp, Keep me burning

Give me oil in my lamp, I pray

Give me oil in my lamp, Keep me burning

Keep me burning till the break of day.

Give me love in my heart, Keep me serving

Give me love in my heart, I pray

Give me love in my heart, Keep me serving

Keep me serving till the break of day.

Give me faith in my heart, Keep me trusting

Give me faith in my heart, I pray

Give me faith in my heart, Keep me trusting

Keep me trusting till the break of day.

## **PRAYER SONG - 7**

Great indeed are your works Oh ! Lord

Now and ever more (2)

The universe night and day

Tells of all your wonders.

You are our life and our light

We shall praise you always. (Great indeed.....)

You are the path which we tread

You will lead us always

From every corner of earth,

All the nations gather.

(Great indeed.....)

## PRAYER SONG – 8

ചന്തമേറിയ പൂവിലും ശബളാഭമാം  
ശലഭത്തിലും  
സന്തതം കരതാരിയെന്നൊരു ചിത്ര  
ചാതുരി കാട്ടിയും  
ഹന്ത! ചാതുകടാക്ഷമാലകളർക്ക  
രശ്മിയിൽ നീട്ടിയും  
ചിന്തയാം മണിമന്ദിരത്തിൽ വിളങ്ങു  
മീശനെ വാഴ്ത്തുവിൻ!

## PRAYER SONG – 9

ലോകം മുഴുവൻ സുഖം പകരനായ്  
സ്നേഹദീപമേ മിഴി തുറക്കൂ (2)  
കദനനിവാരണ കനിവിനുറവേ  
കാട്ടിൻ നടുവിൽ വഴി തെളിക്കൂ (ലോകം മുഴുവൻ... )

പരീക്ഷണത്തിൻ വാൾമുനയേറ്റി  
പടനിലത്തിൽ ഞങ്ങൾ വീഴുമ്പോൾ  
ഹൃദയക്ഷതിയാൽ രക്തം ചിന്തി  
മിഴിനിർപ്പുഴയിൽ താഴുമ്പോൾ  
താങ്ങായ്തണലായ്ദിവ്യൗഷധിയായ്  
താതാ നാമാ കരം പിടിക്കൂ (ലോകം മുഴുവൻ... )

പുല്ലിൽ പൂവിൽ പൂഴുവിൽ കിളിയിൽ  
വന്യജീവിയിൽ വനചരനിൽ  
ജീവബിന്ദുവിനമൃതം തൂകിയ  
ലോകപാലകാ ജഗദീശാ..  
ആനന്ദത്തിൻ അരുണകിരണമായ്  
അന്ധകാരമിതിൽ അവതരിക്കൂ (ലോകം മുഴുവൻ... )

പി ഭാസ്കരൻ

## PRAYER SONG – 10

ദൈവമേ സച്ചിദാനന്ദ  
ദൈവമേ ദക്ത വത്സലാ  
ദൈവമേ നിൻ കൃപാവരം  
ഞങ്ങളിൽ ചൊരിയേണമേ (x2)

പുലരുമ്പോൾ മുതൽ ഞങ്ങൾ കാണുന്നു  
എങ്ങും നിൻ കലാ വൈഭവം  
ഇരുളുമ്പോൾ പോലും തേജോഗോളങ്ങൾ  
നിൻ വിരൽ തുമ്പിൽ തിരിയുന്നു

ബുദ്ധിയും സർവശക്തിയും  
ഞങ്ങൾക്കേകിട്ടു ദൈവമേ  
വിജ്ഞാനത്തിൽ പ്രദീപമേ  
നല്ല ബുദ്ധി ഞങ്ങൾക്കരുളേണ

ദൈവമേ സച്ചിദാനന്ദ  
ദൈവമേ ദക്ത വത്സലാ  
ദൈവമേ നിൻ കൃപാവരം  
ഞങ്ങളിൽ ചൊരിയേണമേ (2)

ജി. ദേവരാജൻ

## PRAYER SONG – 11

നന്മരുപിയായ ദൈവമേ  
നിനക്കുവന്ദനം (2)  
നിൻ മനോജ്ഞരുപമെന്റെ  
മുന്നിലെന്നും കാണണം  
(നന്മരുപിയായ.....)

ഈ കലാലയം നിനക്കു നിത്യവും  
വസിക്കുവാൻ  
ഏത്രയും മനോജ്ഞമായി  
സദനമായി ഭവിക്കണം  
(നന്മരുപിയായ....)

## PRAYER SONG – 12

കാവലായ് നീ വരു  
സ്നേഹമേ എൻ ദൈവമേ  
ശാന്തിയായ് സൗഖ്യമായ്  
നീ വരു എൻ നായകാ... (2)

തളരുന്ന നേരത്തെൻ  
പ്രാണനെ താങ്ങുവാൻ  
കൃശീതാ നീ മാത്രം  
എന്നുമെൻ ആശ്രയം (2)  
ദൈവമേ... സ്നേഹമേ...  
നീ വരു എൻ ജീവനായ് കാവലായ് (2)

കരയുന്ന നേരത്തെൻ  
സങ്കടം മാറ്റുവാൻ  
ഉത്ഥിതാ നീ മാത്രം  
എന്നുമെൻ ആശ്രയം  
ദൈവമേ... സ്നേഹമേ...  
നീ വരു എൻ മോദമായ് കാവലായ് (2)

ഫാ. ഡോ. ഗ്രിംബാൾഡ് ലത്തപ്പറമ്പിൽ

## PRAYER SONG – 13

ഹൃദയരാഗ തന്ത്രിമീട്ടി  
സ്നേഹഗീതമേകിയും  
കർമ്മഭൂമി തളിരിടുന്ന  
വർണ്ണമേകിയും ....  
നമ്മിൽ വാഴുമാദിനാമം  
ഇന്നു വാഴ്ത്തിടാം.... (ഹൃദയരാഗ.....)

ഞങ്ങൾ പാടുമീസ്വരങ്ങൾ  
കീർത്തനങ്ങളാകണേ  
ചോടുവയ്ക്കുമീപദങ്ങൾ  
നൃത്തലോലമാകണേ  
കുഞ്ഞുവീടിനുൾത്തടങ്ങൾ  
സ്വർഗ്ഗമാകണേ  
അമ്മ നൽകുമുമ്പോലും  
അമൃതമാകണേ.....  
പൂർണ്ണമീചരാചരങ്ങൾ  
ഗുരുവരങ്ങളാകണേ (ഹൃദയരാഗ.....)



## PRAYER SONG – 14

दया कर दान विद्या का  
हमें परमात्मा देना ।  
दया करना हमारी आत्मा में,  
शुद्धता देना ।

हमारे ध्यान में आओ,  
प्रभू! आँखों में बस जाओ ।  
अँधेरे दिल में आकर के,  
परम ज्योती जगा देना ।

बहा दो प्रेम की गंगा,  
दिलों में प्रेम का सागर ।  
हमें आपस में मिल जुलकर,  
प्रभो रहना सिखा देना ।

दया कर दान विद्या का  
हमें परमात्मा देना ।

## PRAYER SONG – 16

असतो मा सद्गमय,  
तमसो मा ज्योतिर्गमाय,  
मृत्योर्मा अमृतमगमया  
ओं शान्तिः शान्तिः शान्तिः

## PRAYER SONG – 15

ऊँ जगदीश हरे.....  
स्वामी जय जगदीश हरे.....  
भक्त जनों के संकट  
दास जनों के संकट  
क्षण में दूर करें.....  
ऊँ जय जगदीश हरे ।

## PRAYER SONG – 17

हे मेरे ईश्वर  
हे मेरे स्वामी  
आ जा दिल में मेरे  
भर दे ज्योति (२)  
पिता शरणम्, पुत्र शरणम्  
आत्मा शरणम्  
शरणम् - शरणम् (२)

[illegible]

[illegible]

[illegible]

[illegible]

[illegible]

### PRINCIPAL'S REMARKS

[illegible]

[illegible]



[illegible]

## Holidays during the Academic Year 2025-26

Date	Description
06.06.2025	Bakrid
24.07.2025	Karkidaka Vavu
27.08.2025	
to	
07.09.2025	Onam Holidays
01.10.2025	Mahanavami
02.10.2025	Gandhi Jayanthi, Vijayadashami
20.10.2025	Deepavali
23.12.2025	Christmas Holidays
02.01.2026	Mannam Jayanthi
20. 03.2026	Eid -Ul -Fitr







## EXAMINATION TIME TABLE

Day & Date	Time	Subject

## PORTIONS FOR EXAM

## RECORD OF LATE COMING AND IMPROPER UNIFORM

Month	Late Coming	Improper Uniform
June		
July		
August		
September		
October		
November		
December		
January		
February		
March		



## PAYMENT OF SCHOOL FEES

### I<sup>st</sup> Installment - July 2025

Rec. No. .... Amount Rs. ....

Date .....

### II<sup>nd</sup> Installment - September 2025

Rec. No. .... Amount Rs. ....

Date .....

### III<sup>rd</sup> Installment - November 2025

Rec. No. .... Amount Rs. ....

Date .....

### IV<sup>th</sup> Installment - January 2026

Rec. No. .... Amount Rs. ....

Date .....

### V<sup>th</sup> Installment - March 2026

Rec. No. .... Amount Rs. ....

Date .....

# SPECIMEN OF LEAVE APPLICATION FORM

*(For Absence Exceeding 3 days)*

Date : .....

Name : .....  
(In Block Letters)

Class : ..... Div : .....

Date : ..... to .....

Leave required (Day/s) .....

Reason .....

.....

Submitted on : .....

Sanctioned by : .....

Parent's Signature : .....

## PERSONAL DATA 2025 - 2026

1. Name in full: .....
2. Class : ..... Class Roll No.: .....
3. Admission No.: ..... Division: .....
4. Standard: ..... Club: .....
5. House: ..... Date of Birth: .....
6. Place of Birth: ..... Aadhar No.: .....
7. Blood Group: ..... SC /ST /OBC /General: .....
8. Religion: ..... Ration Card Status : APL / BPL
9. Identification Marks: .....  
.....
10. Languages Taken: .....
11. Residential Address: .....  
.....  
Name of Mother: ..... Occupation: .....  
Mother's Official Address: .....  
Office Phone No.: ..... Mobile: .....  
Email: .....
12. Name of Father: ..... Occupation: .....  
Father's official Address: .....  
Office Phone No.: ..... Mobile : .....  
Email: .....
13. Mode of Conveyance: Line bus/Auto/Van/Tempo/Cycle/by Parent/School Bus  
Driver's Phone No.: ..... Vehicle No.: .....  
Starting Time: ..... Return Time: .....
14. Particulars of Brother/ Sister studying in this school  
Name: ..... Class: .....  
Name: ..... Class: .....
15. Specimen Signature of the Parent/ Guardian who is to sign in the reports  
.....
16. Give two names of your best friends in school  
.....

## DECLARATION BY PARENT/ GUARDIAN

To

The Principal,  
Santa Cruz Public School  
Eramalloor

Dear sir / Madam

I have read all the rules of the school, contained in the school diary and I agree to abide by them. Further, I will see that my child also conforms to the standard required of him / her in conduct and studies.

Date:                      Name and signature of parent/ Guardian

Permanent address:

Telephone: