

GET SET FOR LIFE  
**H B Academy**  
*Humanity - Versatility - Brilliance*



GET SET FOR LIFE

**NURTURING IMAGINATION  
INSPIRING EXCELLENCE  
FOR 58 GLORIOUS YEARS!**



**SECONDARY  
2021 - 2022**

**HVB GLOBAL ACADEMY (CAMBRIDGE In793)  
TIME TABLE 2021-2022 GRADES 6<sup>th</sup> to 12<sup>th</sup>.**

Block No.	Start Time	End Time	Duration	Mon	Tue	Wed	Thu	Fri
Assembly	7.10 am.	7.25 am.	15 mins					
1	7.25 am.	8.15 am.	50 mins					
2	8.15 am.	9.00 am.	45 mins					
3	9.00 am.	9.45 am.	45 mins					
BREAK	9.45 am.	10.05 am.	20 mins	BREAK				
4	10.05 am.	10.50 am.	45 mins					
5	10.50 am.	11.35 am.	45 mins					
6	11.35 am.	12.20 pm.	45 mins					
BREAK	12.20 pm.	12.30 pm.	10 mins	BREAK				
7	12.30 pm.	1.10 pm.	40 mins					



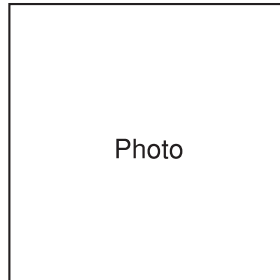
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**ICSE Affiliated**



**2021 - 2022  
SECONDARY**



Name \_\_\_\_\_ Std. \_\_\_\_\_ Div. \_\_\_\_\_ Roll No. \_\_\_\_\_

Aadhar Card No. \_\_\_\_\_

Register No. \_\_\_\_\_ House \_\_\_\_\_

Address \_\_\_\_\_

Telephone Nos. : Residence \_\_\_\_\_ Office \_\_\_\_\_

Mobile No. \_\_\_\_\_ E-mail \_\_\_\_\_

Specimen Sign. of Parent : 1. (Mother) \_\_\_\_\_ 2. (Father) \_\_\_\_\_

Class Teacher's Sign. \_\_\_\_\_

**Every student must bring his / her Calendar to the school every day. Otherwise he / she is liable to be sent home.**

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## **A MESSAGE FROM THE DESK OF THE PRINCIPAL**

Dear Students,

With great trust and faith, this calendar is issued to you. With pride in our hearts, let each one of us take possession of this calendar and use it with utmost care and respect and prove yourself a dedicated student of the School.

Likewise learn to use your calendar like any Religious text - know your rules and regulations, syllabus, schedules and activities for the year. Be a trustworthy, diligent and meticulous HVBian.

With spirits high and aspirations unlimited, let us march ahead into the future.

“Where the mind is without fear, and the head is held high,  
Where knowledge is free,  
Where words come out from depth of truth,  
-----into that heaven of freedom,  
Let my country (School) awake”

**“Rabindranath Tagore”**

Dr.(Ms) C. R. Pathak  
**Principal**

**\* I solemnly declare that I shall abide by the rules and regulations and strive to be a diligent, vigilant and versatile HVBian.**

**I shall leave no stone unturned to uphold its prestigious name.**

---

**Class Teacher's  
Signature**

---

**Student's Signature**

---

**Parent's Signature**

## **HVB AWARDS AND RECOGNITION**

HVB continues to win laurels year after year. Year 2020 HVB won several accolades. Together we pledge to make 2021 an even grander success story. With you as our partner, of course we will!

- Times of India Education Award for Leading International + National Curriculum School, Times School Survey 2019.
- Jury's Choice Award for best School in International Curriculum, Education Today - Maharashtra Education Summit 2019.
- Best School for "Innovation in Education" digiLearning and Elets Media - School Leadership Survey.
- Ranked # 5 Maharashtra and Mumbai and # 8 in India among Top 20 International Schools, Education Today - India School Merit Awards 2019.
- Ranked first in South Mumbai for "INNOVATION SYSTEM EDUCATION" digiLearning - World Education Summit.
- Dr. C. R. Pathak recognized as an eminent speaker in the School Leadership Conclave. ASMA Education Leadership Conclave.
- Ranked # 1 in South Mumbai and # 4 across Mumbai in top Schools Offering National + International Curriculum. Times School Survey 2020.
- Recognized for Donation for Welfare of Ex-servicemen and their families Hon'ble Collector Mr. Shivaji Jondhale of Mumbai.
- Most Inspiring School Leader for contribution to society during lockdown PSQUARE International.
- Certificate of Appreciation for Diplomathon 2020. Diplomathon Global World Edition.
- Big Win at Under 17 GK Olympiad Members of International School Association (MISA).
- Feature in India Today E-Paper
- Ranked # 1 in South Mumbai Uniapply - Top Schools of India 2020.
- Honorary Doctorate Award to Dr. C. R. Pathak for outstanding contribution in National Education. University of Central America.
- Certificate of Recognition in Innovation and Global Collaborative Learning. Elets-World Education Summit 2020.
- Moderator, Speaker and certificate of recognition Certificate Awarded to Dr. C. R. Pathak & HVB Global Academy. Elets World Education Summit 2020.
- Desh Apnayan Award. Desh Apnayan Sahayog Foundation.
- Our future Environmentalists of HVBGA created a human chain by planting some saplings through a live teaching and learning session.



## DECLARATION FORM

To,  
**The Principal**  
HVB Global Academy  
79, Marine Drive,  
Mumbai - 400 020.

Student's Name \_\_\_\_\_

G. R. No. \_\_\_\_\_

Aadhar Card No. \_\_\_\_\_

Grade \_\_\_\_\_

Div. \_\_\_\_\_

Roll No. \_\_\_\_\_

I agree to abide by the rules of the school as mentioned in the school Diary and co-operate with the school authorities in the interest of my ward. I accept the decision of the Principal of the school with regard to the interpretation of the rules as final.

Place \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
Signature of Parent / Guardian

The Declaration form must be filled carefully in block letters and handed over to the Class Teacher.



## MEDICAL INSPECTION REPORT 2021-2022

1. Personal History	State Whether Student Has / Had Disease Yes / No	Date
Measles		
Whooping cough		
Diphtheria		
Chicken pox		
Malaria		
Small Pox		
Typhoid		
Dysentery		
Other diseases		
Family Medical History (Exception)		

2. Year	2021-2022	3. General Conditions	2021-2022
Standard		Posture	
Age		Cleanliness : Body	
Height		Hair	
Weight		Scalp	
Chest Measurement			
Vision			
Hearing			

4. Special Conditions	2021-2022	5. Disease or Deformed	2021-2022
Speech		Heart	
Hearing		Lungs	
Skin		Liver	
Nose and throat		Kidneys	
Tonsils		Acute Infectious Diseases	
Adenoids		Other Diseases or Defects	
Glands-Cervical & General			
Feet			

<b>6. Doctor's observation</b>	<b>2021-2022</b>	<b>7. Medical</b>	<b>2021-2022</b>
		Date of Medical Inspection	
		Signature of Medical Officer	
<b>8. Parent's Endorsement</b>	<b>2021-2022</b>	<b>9. Date of Return</b>	<b>2021-2022</b>

<b>10. Teacher's Observation On The Follow-Up Work</b>	<b>2021-2022</b>
Signature of The Teacher	

**EYE EXAMINATION**

Year	Year		External		Fungus		Colour Vision		Special Features		Treatment Advised	Sign.
	R	L	R	L	R	L	R	L	R	L		
2020												
2021												

**DENTAL AND ORAL EXAMINATION**

Year	Oral and Dental Hygiene	Dental Caries (Cavities)	Scaling & Polishing	Extractions	Orthodontic Treatment	Other Remarks	Sign.
2021							
2022							



## SCHOOL HOURS

### Primary Section

12.30 p.m. to 5.45 p.m.

### Jr. Secondary Section

7.10 a.m. to 12.15 p.m.

### Sr. Secondary Section

7.10 a.m. to 1.10 p.m.

### Office Hours

General

7.10 a.m. to 4.15 p.m.

Fees are deposited in IDBI Bank in advance, on a half yearly or annual basis as per the following schedule :

For March - on or before 1st March

For September - on or before 14th August

The Principal will be available to the parents for consultations on Tuesday, Thursday & Friday between 11.30 a.m. and 12.30 p.m. with prior appointment

### Enquiry :

- (1) Parents can contact Administrative Department for any clarification etc. between 10.30 a.m. to 12.00 noon
- (2) Parents can also enquire through E-mail. Reply will be sent through E-mail

### Visiting Hours :

- (1) Parents between 10.30 A.M. to 11.30 A.M.  
Tuesday, Thursday and Friday
- (2) Visitors : 3.00 P.M. to 3.30 P.M.

The school will remain closed on all Saturdays and Sundays & other notified holidays.

**Note :** Kindly call the school to confirm your appointment. Make sure you keep all your appointments. To ensure smooth functioning of the school, do not continue beyond the stipulated time.

## राष्ट्रगान

जन-गण-मन-अधिनायक जय हे  
भारत-भाग्य-विधाता ॥  
पंजाब-सिन्ध-गुजरात-मराठा  
द्राविड-उत्कल-बंग ।  
विन्ध्य-हिमाचल-यमुना-गंगा,  
उच्छल-जलधि-तरंग ।  
तव शुभ नामे जागे,  
तव शुभ आशिष मांगे,  
गाहे तव जयगाथा  
जन-गण-मंगल-दायक जय हे !  
भारत-भाग्य-विधाता !  
जय हे ! जय हे ! जय हे !  
जय, जय, जय, जय हे !

- रविंद्रनाथ टैगोर

## VICTORY TO MOTHER INDIA

Thou art the Ruler of the minds of all people,  
Thou Dispenser of India's destiny,  
Thy name rouses the hearts of the Punjab, Sind,  
Gujarat and Maratha, of Dravida, Orissa and Bengal,  
It echoes in the hills of the Vindhya and the Himalayas,  
Mingles in the music of the Jamuna and the Ganga,  
And is chanted by the waves of the Indian Ocean,  
They pray for Thy blessings and sing Thy praise,  
Thou Dispenser of India's destiny,  
Victory, victory, victory to Thee !

- Rabindranath Tagore

## राष्ट्रगीत

वन्दे मातरम्  
सुजलां सुफलां मलयज शीतलाम्  
सस्य - श्यामलां मातरम् ।  
शुभ्र - ज्योत्स्ना - पुलकित - यामिनीम् ।  
फुल्ल - कुसुमित - द्रुमदल - शोभिनीम् ।  
सुहासिनीं सुमधुर भाषिणीम् ।  
सुखदां वरदां मातरम् ।  
वन्दे मातरम् ।

- बंकिमचंद्र चट्टोपाध्याय

### ENGLISH TRANSLATION

Mother, I bow to thee !  
Rich with thy hurrying streams,  
Bright with the orchard gleams,  
Cool with thy winds of delight,  
Dark fields waving, Mother of Might,  
Mother free  
Glory of moonlight dreams  
Over thy branches and lordly streams  
Clad in thy blossoming trees,  
Mother, giver of ease,  
Laughing low and sweet !  
Mother, I kiss thy feet,  
Speaker, sweet and low !  
Mother, to thee I bow !

- Translated by  
Shri Aurobindo

## SCHOOL PRAYER

यं ब्रह्मावरुणेन्द्ररुद्रमरुतः स्तुन्वन्ति दिव्यैस्तवैः  
वेदैस्साङ्गपदक्रमोपनिषदैः गायन्ति पं सामगाः ।  
ध्यानावस्थिततद्गतेन मनसा पश्यन्ति यं योगिनो  
यस्यान्तं न विदुः सुरासुरगणाः देवाय तस्मै नमः ॥

या कुन्देन्दुतुषारहारधवला या शुभ्रवस्त्रावृता  
या वीणावरदण्डमण्डितकरा या श्वेतपद्मासना ॥  
या बह्माच्युतशंकरप्रभृतिभिर्देवैस्सदावंदिता  
सा मां पातुसरस्वति भगवति निःशेष जाड्यापहा ॥

Salutations to the Supreme,  
Whom Lord Brahma, Varuna, Indra, Rudra and the Lord of Maruts  
Invoke with their divine hymns;  
Whom the singers of the Sama songs  
Invoke through their correct and appropriate chantings;  
Whom the yogis realise with their minds absorbed  
In the goal of their contemplation through perfect meditation.  
Salutations to the Supreme  
Whose limitations are not known  
Even to the denizens of the heavens  
Or to the asuras of the nether kingdom.  
Let the Goddess Saraswati,  
As white as snow, the jasmine and the moon,  
Clad in white clothes and adorned with the excellent veena, protect me;  
Let the Goddess Saraswati,  
Seated on a white lotus,  
Prayed to by Brahma, Vishu, Shankar and the other Gods,  
And who is the dispeller of ignorance, protect me.

## HVB Global Academy Anthem

I can, yes I can  
We can, yes we can!

We are ready for life  
Our aim is not the sky  
We can go beyond, go high  
We have got wings to fly!

Na rukenge hum na rukenge  
Aasma se unche udenge

I can, yes I can  
We can, yes we can!

My heart learns every day  
To think beyond reason  
My mind learns every day  
To dream beyond imagination

We are ready for life  
Our aim is not the sky  
We can go beyond, go high  
We have wings to fly!

Na rukenge hum na rukenge  
Aasma se unche udenge

I can, yes I can  
We can, yes we can!

Our roots are so deep  
And Strong in traditions  
Our dreams are so free  
Free from limitations

We are ready for life  
Our aim is not the sky  
We can go beyond , go high  
We have got wings to fly!

Na rukenge hum na rukenge  
Aasma se unche udenge

I can, yes I can  
We can, yes we can!

## PREAMBLE

These are the opening words of the preamble of the Indian Constitution

“ **WE, THE PEOPLE OF INDIA**, having solemnly resolved to constitute India into a **SOVEREIGN, SOCIALIST, SECULAR, DEMOCRATIC, REPUBLIC** and to secure all its citizens:  
**JUSTICE**, social, economic and political;  
**LIBERTY** of thought, expression, belief, faith and worship;  
**EQUALITY** of status and of opportunity; and to promote among them all **FRATERNITY** assuring the dignity of the individual and the unity and integrity of the Nation;  
IN OUR CONSTITUENT ASSEMBLY this twenty-sixth day of November, 1949, do HEREBY ADOPT, ENACT AND GIVE TO OURSELVES THIS CONSTITUTION. ”

## PLEDGE OF LOYALTY

"This morning, I, born in the Republic of India, take the pledge that I shall be loyal to my country, that I shall dedicate myself to the service of our nation and our people, that I shall preserve the freedom of sacred land and work for its prosperity and that I shall strive for world peace and the brotherhood of man."

Jai Hind !"

## **AIMS AND IDEALS**

HVB Academy is an English medium co-education school run by the Society "Hindi Vidya Bhavan". The aim of the school is to promote a cosmopolitan atmosphere, to train children of all denominations providing for them a liberal education, founding its edifice on Indian culture.

Instruction imparted in this institution helps the development of the head and the heart of the child as also his aesthetic appreciation. The school wishes to develop each pupil to the limit of his capacity so that he may make the most of himself and contribute the greatest good to society. Citizenship, character, service and loyalty-knowledge, skills, attitudes and appreciation - are the goals. With 90 to 95% of our school students securing first classes/distinctions and ten to fifteen of them getting into the merit list at the Board Examinations, standing within the first fifty, the school is committed to improving its results and expects the parents too, to fully co-operate and involve themselves in the matter of coaching and helping them.

## **THE CURRICULUM**

The school runs classes from Std. V to Std. X following ICSE curriculum. The pupils at the end of their school career, qualify for the Indian School Certificate Examination. The medium of instruction throughout the school is English. Options are offered in the languages and other academic groups to suit the child's individuality and capacity.

### **Languages**

Marathi is the regional language offered as a third language for all pupils for four Years. Hindi and English are compulsory from Std. V to X.

### **Community Living - Environmental Studies - Social Studies**

This branch of knowledge is compulsory throughout the school.

### **Mathematics**

Mathematics is a compulsory subject.

### **Science**

Science from Std. VIII to X will comprise of Physics, Chemistry and Biology. The study of these is planned in such a way as to provide due facility for objective and scientific thinking for which there are three well equipped science Laboratories.

**Computer Studies**

The school has introduced Computer Studies as a compulsory subject for the pupils of Nursery to Std. VIII and optional for Std. IX & X. The school has, therefore, invested in up-to-date, air-conditioned Computer Laboratory and provided Interactive Promethean board & Projectors along with computer having the latest configuration in every classroom for a hands-on experience to the pupils and to encourage computer-aided-learning in all the Pre-primary, Primary and Secondary classes.

**Value Education/Moral Science**

Great stress is laid on moral instruction and ethical values.

**The Arts**

To enable the pupils to express their innermost feelings the curriculum includes Child Art, Drawing, Painting, Art Appreciation, Craft, Music and Dance.

Our children fare very well in Art, and receive several inter-school and international prizes.

To encourage talented pupils, the school sends pupils for the Government Art Examinations.

**General Knowledge**

Sensitivity to changes in society and to happenings around the world is developed in the students.

**Physical Education**

With a view in keeping the child healthy and fit, special attention is paid to sports, physical culture and games - indoor and outdoor - including cricket, badminton, table tennis, throw-ball, foot-ball, weight-lifting, Skating & Swimming, Hockey, Boxing, Gymnastics, etc.

Physical Education & martial art is a compulsory examination subject.

**Educational field trip****Social Service/Educational Camps**

HVB encourages the students to participate in Camp and excursions. It is an integral part of the educational system as these outings definitely add to the students experiential learnings.



## **SUPW AND COMMUNITY SERVICE**

The principles of charity and humanitarianism are fostered in the child from an early age. The pupils provide services national and social organisation like the National Association for the Blind, the Social Education Committee, ex-servicemen's organisations, UNICEF, Cancer Patients Aid Association etc. They often voluntarily visit the hospitals, the aged, the handicapped, child welfare centres, etc., with gifts and donations. Annual camps are compulsory. Unique school projects "Ujjwal Bhavishya" and "Help Us Help Them" are also included for community service.

HVB aims at training the pupils in physical fitness, hygiene, sanitation first aid, ethical values, character building and national integration. Traffic regulations and elementary criminology and the country's internal security are also included.

It is important to note that it is necessary and compulsory to get at least a C grade in each of Computer Studies, Physical Education and Scouting/SUPW, besides passing in the regular academic subjects of the ICSE, class, otherwise the candidate's X results are withheld by the Council.

### **External Examinations**

The students are sent for external examinations in Hindi, Marathi, Mathematics and Art. We have enrolled our school in the UN, United/Schools Organisation from this year for our students from Std. V to Std. IX for participating in the UN, UNESCO and UN, GK All India Test. Science and Mathematics Olympiad, Cyber Olympiad, II PM & NTS Examination.

### **The Interact Club**

Our Interact Club is under the wing of the Rotary Club of Bombay District 3140. It provides opportunities for the self-development of the students enabling them to interact with interactors from other schools and moulds and shapes them as tomorrow's leaders. CSA awareness programme is conducted for Std. VI<sup>th</sup>

The Interactors strive to serve the community by holding blood donation camps and contributing to other causes, monetarily and giving a part of their own selves and their time.

### **Road Safety Patrol Group**

The Road Safety Patrol is organised to help our children to learn and obey traffic rules. The RSP group also helps in the smooth flow of vehicles at the entrance of the school at its meeting and dispersal times.

## THE LIBRARY

Parents and children can view the availability of books through website and the School's well-stocked and well-furnished Library. It provides ample reading facilities to develop the study habits of the pupils. Students have direct access to the Library. Attention is paid to develop speed and comprehension in reading.

### Rules :

1. Silence is to be maintained in the Library and conversation is strictly prohibited.
2. Books are available only when the Librarian is on duty.
3. One to two books shall be issued at a time to pupils for home reading. Books should be returned within fourteen days from the date of issue. The school staff members are entitled to five text-books and five other books for the duration of the term. Extra books issued in their names must be returned within seven days.
4. Readers shall not write upon, damage, tear, turn down the leaves of, or make any mark upon any book, manuscript or map belonging to the Library nor shall they lay the paper on which they are writing upon any book, manuscript or map. The erasure of any mark or any writing in a book, manuscript or map belonging to the Library is strictly prohibited. It is requested that any reader observing a defect in, or damage to, any book or manuscript shall point out the same to the Librarian.
5. Every person taking a book out of the Library and every reader inside the Library shall be responsible for the safe custody of the book and its return and in the event of it being lost or damaged (including pencil or ink marks), shall either replace the book or pay such compensation as may be fixed by the Librarian with the consent and approval of the Principal.
6. Encyclopedia, meant exclusively for use in the Library, shall not be issued for home reading.  
No book forming a part of the reference collection nor a periodical shall ordinarily be issued out, unless the consent of the Principal has been obtained for overnight reading.
7. All books must be returned to the Library for stock-taking before the Annual Examination.
8. No hand-bags or bags are allowed in the Library.
9. The Library hours are **8.00 a.m. to 5.30 p.m.** On non working Saturdays and during vacations, the Library shall function between 8.30 a.m. to 1.30 p.m.

### **AUDIO-VISUAL EDUCATION**

To make education more interesting and meaningful to the child, the school is equipped with audio-visual aids-both projected and non-projected. With this in view, audio-visual education forms an integral part of the school's programme with films, slides, charts and models supplementing school tours, excursions and visits to places of educational and historical importance in, around and out of Bombay. Excursions for the study of natural - plant, sea, bird, animal and insect-life are arranged from time to time to enable the students to get a first hand knowledge of the world around them.

The school bus is used for most of these excursions and every class has ample opportunity to participate in them.

### **THE HOUSE SYSTEM**

To foster in the students a sense of collective responsibility and solidarity, a feeling of sociability and unity, the school has the House System. The Secondary students are divided into the Alpha House, the Beta House, the Gamma House & the Delta House. Each of these Houses has its office-bearers : the Captain, the Vice-Captain, two Games Captains and two Secretaries.

There is also a Prefects' Body that helps to maintain House and class discipline. The President and Vice Captains, under the guidance of the Principal, are in charge of this Council, planning, galvanising and organising its moves.

### **THE SCHOOL BAND**

HVB school band is for the benefit of those pupils who are interested in music.

The school band also plays at the assemblies, the Annual Athletic Meet, the Annual Prize Distribution function and the school socials.

### **INDIAN AND WESTERN MUSIC**

The Music Group aims at inculcating in the pupils the appreciation of the elementary and fundamental notations of classical Indian music as well as of popular strains in Indian and Western Music.

### **ELOCUTION**

In order to develop oratory abilities, opportunities are provided for exposures through the group. We hold annual elocution competitions.

### **VISITS AND EXCURSIONS**

Regular visits are arranged to places of educational interest like the museum, the

aquarium, the planetarium, the zoo, the mint, the milk colony, the theatre and the cinema for our pupils. These visits form a part of the school's education plan and operation.

Excursions within the country and outside it are a usual feature at HVB. They range from a day to weeks. With these excursions, both local and foreign, the school tries to widen the students' horizon of experiential learning.

### **HINDI SAHITYA PARISHAD**

The Hindi Sahitya Parishad was inaugurated during the Premchand Centenary Year to foster creative abilities in our national language.

### **HVB CLUBS**

HVB is committed to offering students wide-ranging opportunities for extracurricular participation. The School believes that participation in extracurricular activities enables students to develop talents that may find little expression in the classroom. Club activities expand interactions among students, who are likely to interact with others who are different from them. The following clubs at HVB provide the students with a platform to showcase their talents and make them better in the fields of their passion.

Interact Club, Literary Club – English& Hindi, Math Club, Science club, Nature Club, Quiz Club, Citizenship Club, Media Club, Young Historians Club, Young Astronauts Club, Creative Writing Club – English& Hindi, Personality Development Club, Music Club, Dance Club, Dramatics Club, RSP Club , Sports Clubs: Cricket, Hockey, Football, Skates, Table Tennis, Kabbadi, Kho–Kho, Boxing, Gymnast , Band, & Martial Arts.

### **THE JUNIOR RED CROSS**

The Junior Red Cross is organised for the purpose of inculcating in our children the ideals of peace and the practice of service, especially in relation to the care of their own health and that of others, the understanding and acceptance of civic and human responsibilities and the cultivation and maintenance of a spirit of friendly helpfulness towards other children in all countries.

The aims of the Junior Red Cross are, briefly, the promotion of health, service to the sick, the suffering and the disabled and international friendliness.

### **INDIAN DANCING**

The opportunity of joining these dance classes is provided to the pupils of Stds. III to VII and to the Junior secondary classes on an optional basis.

## **YOGA**

Yoga is a compulsory activity for students from Stds.V to X

## **TEACHER EDUCATION PROGRAMME**

Besides looking to the all-round development of the children under its care, the school does its best to help the professional growth of its teachers and gives them every facility to study further and do experimental and research work in their respective educational fields. It thus helps the staff to keep themselves abreast of the latest developments in the teaching field. In - service training programmes, seminars, and computer training classes are also arranged for the same purpose. Workshops of International Standard are conducted for the teachers.

## **COUNSELLING SERVICE**

The School offers counselling to students and parents. The basic objective of counselling is the overall development of students. Specially it is aimed at helping each individual to gain an insight into the dynamics of his/her behaviour, to prepare alternate action plan for improving on his performance and to achieve his/her set targets and goal. Counsellor are available in the school premises on working day between 9.00 a.m. to 5.00 p.m.

## **GENERAL RULES**

### **Admissions and Withdrawals**

1. Pupils who join the school have to produce two Municipal Birth Certificates in support of the date of birth entered in the admission form. The admission of pupils from unrecognised schools shall not be entertained as per school rules.
2. Candidates who have attended any recognised school shall not be admitted without a Leaving Certificate from the school last attended. If they come from a school outside the State of Maharashtra, the Leaving Certificate has to be countersigned by the inspector of the division in which the school is situated.
3. Admission fees once paid are not refundable.
4. Pupils once admitted cannot be withdrawn without a month's notice. Those who leave the school in April must pay their fees for May also.
5. Leaving Certificates shall not be issued unless all school dues are paid and all books and articles belonging to the school are returned.
6. The Principal reserves the right to suspend or dismiss any pupil if his/her behaviour or progress is unsatisfactory.

### **Recommendations to Parents**

1. Parents are requested to co-operate with the school by working side by side with it towards the growth and development of the child.
2. Regular hours of study at home help children develop proper study habits.
3. The school shall be sending, at regular intervals, messages, notices, reports of mid-term tests and exams, performance status, personality traits etc., through the pupils. Parents are requested to look into these and return them promptly, duly signed.
4. Private tuitions shall not be encouraged. Private tutors may not be engaged except when the sanction of the Principal is obtained. Special arrangements shall be made to coach a academically weak children and the parents of such pupils shall be expected to share the expenses. The school staff does not take private tuitions.
5. Parents are required to seek permission from the Principal before seeing pupils or meeting their teachers during school hours. Parents can meet the staff after school hours or by previous appointment, for which they shall carry with them the interviewing teacher's appointment slip.
6. Parents are requested to refrain from seeing the teachers one week before the commencement of the examinations till the results are declared.
7. Parents are expected to be very particular to see that their children return home immediately after school hours, except on days when they stay on for co-curricular activities. It may be noted that the responsibility of the school authorities ceases immediately after school hours.
8. Any change in the residential address or telephone / mobile number may please be immediately notified to the school authorities.

### **Rules of Discipline**

1. On school days and at school functions, the students should wear a clean starched and ironed school uniform as prescribed by school.  
House T-shirts must be purchased by all students.  
On all Physical Education and assembly days, all the pupils - boys and girls- shall wear black Reebok shoes and the complete sports outfit.  
It is compulsory for every student to wear the school county cap and T-shirt, as and when required for inter-school competitions or participation.  
Students are requested to wear only NAVY BLUE sweaters as per school rules. No fancy Jackets or multi coloured sweaters will be permitted.
2. Pupils are not allowed to wear any ornaments or bring any valuable articles to the school. These shall be confiscated.





17. The School gives additional academic support to those students who need it. Once the parents are committed to this arrangement, they have to stand by them till the end of the academic year.
18. Every pupil should endeavour to keep up the high ranking and good name of the school, by excelling in fine manners and conduct.
19. Teachers will be maintaining discipline diary for each child in the class. The students will be awarded positive/negative marks as per their disciplinary performance in class. This will be reflected in the final report card. The promotion of the student may be withheld in case the discipline is not up to the mark.

#### **Absence and Leave**

1. No leave of absence is granted except on previous written application from parents and then too only for serious reasons.
2. Absence without leave is liable to punishment.
3. The Principal must be informed at once if the pupil is absent from school through due to illness. Wherever a child is absent, even if it is for a day, the entry should be made in the calendar, failing which the child will be sent home. In case the child is sick, the calendar entry is to be supported with a medical certificate. Intimation to the school should be immediate.
4. Children suffering from an infectious disease shall not be allowed to attend school. A doctor's certificate that the pupil is free from infection should be sent with him when he begins to attend the school, after such illness, Chickenpox, measles, jaundice, mumps, herpes, etc, require a three week stay at home, since that is the medically prescribed incubation period for these illnesses.
5. No leave shall be granted for out of Mumbai weddings, religious festivals, mundane ceremonies, on school working days. If any of these functions is personal and important that the pupil has to be there, then such ceremonies are expected to be fixed up during the school holidays.
6. In case of absence without leave, the child, on returning to the school, must have the reason of absence entered and signed by his parent on the leave record. Absence immediately prior to examinations and tests necessitates punishment.
7. Absence on the reopening day of the school after the vacations or on the last working day during the school terms renders the pupil's name liable to being struck off the rolls.
8. Absence on the opening day of the new academic session is strictly prohibited. Three consecutive days of absence will lead to the student's name being struck off the general register.



**Fee Rules**

1. All fees are to be paid in advance, half yearly or annually by Demand Draft/Pay order cheques only to the IDBI Bank. (The bank official remains present in school premises on ground floor.) Parents who are interested for online payment must enter the transaction number on the pay slip.
2. Parents must write the name of the student, Class & division on reverse of the Demand Draft.
3. If fees are not paid and the pupil has not been excused by special arrangement, he is liable to be sent home.
4. Delay in payment beyond a month renders the name of the pupil liable to being struck off the rolls.
5. No deductions shall be made for vacations or for broken periods.

**HVB ACADEMY - SECONDARY**

- (1) Payment should be made by D.D. or Banker Cheque in favour of **HVB Academy**
- (2) All Fees are to be paid in advance in Half yearly or Annually by D.D. or Banker Cheque or online payment
- (3) Please write GR No. Roll No, Name & Class/Div of student on reverse of the D.D. with phone number.

**Late Fee**

The late fee charges will be levied if fees are not paid in time.

The parents are requested to pay their fees on or before the due date. If there is any genuine problem it should be intimated to the Principal in writing or else from the next day onwards the child will not be allowed to enter the school.

**Examination and Promotions**

1. There will be internal regular assessments, projects & tests followed by three terms every year and reports intimating the results of these will be issued to the parents at the end of academic year. The results of each term will be uploaded on the school website Regular class tests shall be administered and parents informed of the child's progress accordingly. These tests will be compulsory and leave of absence from them shall not be granted. They form a necessary part of the consolidated results at the time of the pupil's promotion. 20% of internal assessment (test & project) and 80% of the exam will ensure the child's final promotion.

2. Forty percent for Std. IV to VIII and forty-five percent for Std. IX shall be required for promotion to next class.
3. We have formative & summative Evaluation : Formative Evaluation will be in the month Mar./Apr./Aug./Sept./Nov./Dec./Jan. Summative Evaluation will be in July/Oct./Feb.
4. Any pupil found using unfair means shall be debarred from appearing for the rest of the examination and, consequently, shall be detained in his class and rusticated from the school.
5. Application for the verification of marks in special cases will be considered at the discretion of the Principal.
6. Promotion of pupils will depend not only on the final report but also on the results of the unit test, the mid-term tests, projects and the progress made throughout the year.
7. If, for a valid and accepted reason, a pupil is not able to appear for a whole or part of an examination, his case will be considered on the strength of the year's record.
8. A pupil who fails to be promoted twice will have to discontinue his studies at the school.
9. Promotion, once refused, shall under no circumstances be reconsidered.

#### **SCHOOL AWARDS AND PRIZES**

Regular attendance, good conduct and persevering application are indispensable conditions for any award or prize.

Prizes are awarded for general proficiency and for proficiency in each and every academic and non-academic subject, the school having a very elaborate and comprehensive scheme.

Awards are made for excellence in the cultural and co-curricular activities of the school.

Best Students from the Primary (Stds. I & II, III & V), the Junior (Stds. VI to VII) and the Senior (Stds. VIII to X) Sections are selected on the basis of their merits in their day-to-day work and conduct.

The 'Best Class Award', instituted in the memory of the late Shri G.D. Gopalka, is given to the class which is adjudged the best in cleanliness, neatness, tidiness, decoration and which is impressive educationally and is collectively smart in turnout.

**Our School's Special Awards are :**

- The G.D. Gopalka Best Class Award;
- The Basudevji Somani Shield for the Best House in philanthropic activity;
- The S.K. Somani Shield for the Best House in academics;
- The P.R. Mridul's Prizes for the Best Junior, the Best Senior and the Best Achiever in the School;
- The Pravin Gupta Memorial prizes for students who stand first in the class and first in Maths;
- The Meghraj Shorewala Prizes for the first student in all the divisions of a class;
- The Manish Poddar Prizes for the top rankers in English in each division of Stds. VIII to X;
- The Principal prizes for the top rankers in Computer Education in each division of Stds. VIII to X;
- The Rambhakta Agrawal Prizes for the first rankers in Hindi;
- The Dr. Harish Jammihal Prize for the student for all round performance.
- The Harshal Shah Prizes for the best in Fancy Dress in the Pre-Primary, the Primary and the Secondary;
- The Shri S.S. Goenka Prizes for I.C.S.E. students securing ranks in the Board list;
- The Shri S.R. Taparia Prizes for the best five readers in each division of Stds. V to X.
- The Smt. Sumitradevi Jatia Prizes for the best leaders from the Houses;
- The Smt. Kameridevi Bubna Memorial Prizes for a Special Prize for best Primary Student has been instituted by the school.

**MEDICAL INSPECTIONS**

At HVB we firmly believe that Health is Wealth. It is important for our students to be physically fit and mentally agile to take on the challenge of the 21st Century. Taking this crucial understanding forward, HVB has employed the services of **CHEERS Child Care**, a premier school health screening program in the City of Mumbai.

Parents can avail of the 24-Hour PCS (personal communication service) 7-days a week / 365-days a year, for advice (or call for appointment to visit at: White Hall Building, Block 32 & 33, 3rd Floor, Kemps Corner, Mumbai-36.) **The PCS Service Hotline Number is 9930844844.** This service will enable HVB parents to avail telephonic advice for their ward from a pediatrician. **CHEERS Child Care** will send (via SMS) the name of the medicine and proper dosage if and when required. The pediatrician can telephonically guide to the right doctors and in case of an emergency, they can guide the parent with

information about nearest hospital, pharmacy or laboratory. **This 24 Hours exclusive service is available throughout this academic year for the students of HVB.**

HVB students will avail routine medical checks at school for:

- ✓ Eye screening
- ✓ Dental Screening
- ✓ Pediatric Health Screening
- ✓ Audiometry Screening

Medical observation will be conducted within school premises and under the supervision of team of eminent and specialized doctors. This is available absolutely free of cost for all HVB students and there is no financial cost involved for the same. This generous initiative is credited to the benevolence of our HVB Management and team. We look forward to a fit and health academic year for all our students.

#### **THE PARENT - TEACHER CONTACT**

The school always seeks parental cooperation and help. Among its objective is the promotion of a closer relationship between the home and the school which, supplemented by the planned social and cultural activities of the school, fosters a harmonious background for the social growth of the pupils.

We have a Voluntary Parents-Teachers committee to improve the overall functioning of the institution and to have a two-way exchange of views and ideas.

## MEETING TIME TABLE

The meeting time of my teachers are :

SUBJECT	NAME OF THE TEACHER	DAY ON WHICH PARENTS CAN MEET	TIME	
			FROM	TO
English				
Hindi				
History / Civics				
Geography				
Mathematics				
Science				
Physics				
Chemistry				
Biology				
Music / Dance				
Craft / Art				
P.T. / Sports				
Computer Studies				
Optional				

**STUDENT - COUNCIL MEMBERS OF MY SCHOOL ARE**

School President \_\_\_\_\_

School Vice President \_\_\_\_\_

School Head Prefect \_\_\_\_\_

Sports Captain \_\_\_\_\_

Alpha House Captain \_\_\_\_\_

Beta House Captain \_\_\_\_\_

Gamma House Captain \_\_\_\_\_

Delta House Captain \_\_\_\_\_

My Class Representative in the Students' council is \_\_\_\_\_

\_\_\_\_\_

### I MUST REMEMBER :

- I must not scribble on my text or exercise books.
- I must not borrow stationery from other students.
- I shall not use white ink to cancel or erase an answer.
- I should not use stencils to draw geometric figures and science diagrams.
- I shall do all map work, geometry and science diagrams on the left-hand side of a blank page.
- I shall always write the proper question number before I start writing the answer.
- I shall not use abbreviations like 'etc.', '&' nor numbers for numerals in my answers.
- I shall not use hyphenated words when they do not fit in the line but shall take a new line.
- I shall write the date in the full form, for example, June 14, 2016 and put it on the right side of the paper, each time I attempt a written exercise, class work or homework.
- I shall not tear pages from my note books.

## NINE WAYS TO MAKE PEOPLE LIKE YOU :

1. Don't criticize, condemn or complain.
2. Give honest, sincere appreciation.
3. Arouse in other person an eager want.
4. Become genuinely interested in other people.
5. Smile.
6. Remember that a man's name is to him the sweetest and most important in any language.
7. Be a good Listener. Encourage others to talk about themselves.
8. Talk in terms of other man's interest.
9. Make the other person feel important and do it sincerely.

## RULE OF CONDUCT

Do all the good you can,  
By all the means you can,  
In all the ways you can,  
In all the places you can,  
At all the times you can,  
To all the people you can,  
As long as ever you can.



## SOME DO'S FOR STUDENTS

1. Take care of your belongings, school will not take responsibility for anything lost.
2. Report to school 10 minutes before school starts.
3. Feel pride in wearing school uniform.
4. Look upon your school students or outside people as your brothers and sisters irrespective of their colour, caste or creed.
5. Take care of your health and be strong.
6. Be friendly in and out of school.
7. Accept whatever work is assigned to you.
8. Face difficulties courageously.
9. Always be helpful to your parents, brothers & sisters, teachers, friends and any one who needs help.
10. Always stand when any teacher or visitor comes to you to talk to you.
11. Always be Truthful.

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## SOME DONT'S FOR STUDENTS

1. Never be cruel to animal, birds or human beings.
2. Do not be vulgar in language and behaviour.
3. At play never cheat or be unfair.
4. Don't scribble on the walls or doors of the school, classroom, corridors, toilets etc.
5. Don't bring cracker, holi colours, walk-man, mobile phones etc in the school premises.
6. Don't use abusive language, bad words, disrespectful expressions for others.
7. Don't hesitate to say 'NO' when you are tempted to do something wrong.
8. Never be late to school.
10. Never be RUDE to anyone.
11. Don't waste your time in gossip.
12. Never make noise in the class room or in the school function.



# **DIARY 2021-2022**

The dates of the School activities mentioned in the diary may change due to unavoidable or unforeseen circumstances

**MARCH 2021**

THOUGHT FOR THE WEEK :

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1 Monday

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**Academic Year 2021-22 Starts**

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2 Tuesday

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3 Wednesday

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**Orientation Pre-primary**

The past cannot be changed. The future is yet in your power.

– Un known

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4 Thursday

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**Grade 1 Orientation**

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5 Friday

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**PTA Pre-primary**

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6 Saturday

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**MARCH 2021**

THOUGHT FOR THE WEEK :

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8 Monday

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9 Tuesday

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10 Wednesday

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**For every minute you are angry you lose sixty seconds of happiness**

**– Ralph Waldo Emerson**

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11 Thursday

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**Mahashivratri**

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12 Friday

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13 Saturday

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**PTA Grade 1 & 2**

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**Regular School**

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**MARCH 2021**

THOUGHT FOR THE WEEK :

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15 Monday

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16 Tuesday

**PTA Grades 6 & 7**

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17 Wednesday

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**If you want to be happy, do not dwell on the past, do not worry about the future, focus on living fully in the present.**  
– Roy T. Bennett

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18 Thursday

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19 Friday

**PTA Grades 8, 9, 10**

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20 Saturday

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**MARCH 2021**

THOUGHT FOR THE WEEK :

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22 Monday

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23 Tuesday

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24 Wednesday

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**In happiness & suffering, in joy and grief, we should regard all creatures as we regard  
our own self** **– Mahavira**

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25 Thursday

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26 Friday

**PTA ICSE Grades 8, 9, 10**

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27 Saturday

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**MARCH - APRIL 2021**

THOUGHT FOR THE WEEK :

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29 Monday

**Holiday : Holi**

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30 Tuesday

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31 Wednesday

**Don't be satisfied with stories, how things have gone with others unfold your own myth**  
—J. Rumi

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1 Thursday

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2 Friday

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**Holiday : Good Friday**

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3 Saturday

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**PTA Grades 3, 4, 5**

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**Regular School**

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**APRIL 2021**

THOUGHT FOR THE WEEK :

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5 Monday

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6 Tuesday

**Quiz Jr. Sec.**

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7 Wednesday

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**Cultivation of mind should be the ultimate aim of human existence.**

**– B. R. Ambedkar**

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8 Thursday

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**Quiz Sr. Sec.**

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9 Friday

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10 Saturday

**APRIL 2021**

THOUGHT FOR THE WEEK :

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12 Monday

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13 Tuesday

**Holiday : Gudi Padwa**

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14 Wednesday

**Holiday : Ambedkar Jayanti**

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Kindness is the language which the deaf can hear and the blind can see.

– Mark Twain

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15 Thursday

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16 Friday

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17 Saturday

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**Regular School**

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**APRIL 2021**

THOUGHT FOR THE WEEK :

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19 Monday

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20 Tuesday

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21 Wednesday

**Holiday : Ram Navami**

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Great works are performed not by strength but by perseverance

– Samuel Johnson

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22 Thursday

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23 Friday

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24 Saturday

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**APRIL - MAY 2021**

THOUGHT FOR THE WEEK :

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26 Monday

**ICSE 1st Unit Test**

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27 Tuesday

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28 Wednesday

**Talent wins games, but teamwork and intelligence wins championships**

**– Micheal Jordan**

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29 Thursday

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30 Friday

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1 Saturday

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**School Closes for Summer Vacation**

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**(1st May to 6th June, 2021)**

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**JUNE 2021**

THOUGHT FOR THE WEEK :

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7 Monday

**School Reopens**

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8 Tuesday

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9 Wednesday

**Intelligence without ambition is a bird without wings**

**– Salvador Dali**

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10 Thursday

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**Investiture Ceremony**

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11 Friday

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12 Saturday

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**JUNE 2021**

THOUGHT FOR THE WEEK :

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14 Monday

**Nur. & Play Group Fancy Dress Elimination**

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15 Tuesday

**Jr. Kg. Fancy Dress Elimination**

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16 Wednesday

**Sr. Kg. Fancy Dress Elimination**

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To expect the unexpected shows a thoroughly modern intellect.

–Oscar Wilde

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17 Thursday

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18 Friday

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19 Saturday

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**JUNE 2021**

THOUGHT FOR THE WEEK :

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21 Monday

**International Yoga Day**

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22 Tuesday

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23 Wednesday

**The art of communication is the language of leadership.**

**– James Humes**

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24 Thursday

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25 Friday

**Primary Story Telling Competition**

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26 Saturday

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**JUNE - JULY 2021**

THOUGHT FOR THE WEEK :

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28 Monday

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29 Tuesday

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30 Wednesday

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**The art of communication. A man's character may be learned from the adjectives which he habitually uses in conversation. — Mark Twain**

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1 Thursday

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**58th HVB Birthday**

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**Eng. Debate Sr. Sec.**

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**Fancy Dress Jr. & Pre-primary**

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2 Friday

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3 Saturday

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**JULY 2021**

THOUGHT FOR THE WEEK :

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5 Monday

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6 Tuesday

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7 Wednesday

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**Too many of us are not living our dreams because we are living our fears**

**– Les Brown**

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8 Thursday

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9 Friday

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10 Saturday

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**JULY 2021**

THOUGHT FOR THE WEEK :

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12 Monday

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13 Tuesday

**Hindi & Eng. Elocution Jr. Sec.**

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14 Wednesday

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**You will not be punished for your anger, you will be punished by your anger.**

**– Buddha**

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15 Thursday

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**Primary UOI - 1**

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16 Friday

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**Primary UOI - 1**

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17 Saturday

**JULY 2021**

THOUGHT FOR THE WEEK :

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19 Monday

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20 Tuesday

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21 Wednesday

**Holiday : Id-ul-Zuha (Bakri Eid)**

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**Gratitude makes sense of our past, brings peace for today, and creates a vision for tomorrow.** **– M. Beattie**

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22 Thursday

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23 Friday

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24 Saturday

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**JULY**

THOUGHT FOR THE WEEK :

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26 Monday

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27 Tuesday

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28 Wednesday

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**Peace cannot be kept by force, it can only be achieved by understanding.**

**– Albert Einstein**

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29 Thursday

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30 Friday

**Primary English Elocution**

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31 Saturday

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**AUGUST 2021**

THOUGHT FOR THE WEEK :

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2 Monday

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3 Tuesday

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4 Wednesday

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**Health is the greatest gift, contentment the greatest wealth, faithfulness the best relationship.** **– Buddha**

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5 Thursday

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6 Friday

**Pre-Primary Open House**

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7 Saturday

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**AUGUST 2021**

THOUGHT FOR THE WEEK :

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9 Monday

**I Mid Term Examination Commences**

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10 Tuesday

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11 Wednesday



**To survive in peace and harmony, united and strong, we must have one people, one nation, one flag.** **– Pauline Hanson**

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12 Thursday

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13 Friday

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14 Saturday

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15 Sunday

**Independence Day**

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**AUGUST 2021**

THOUGHT FOR THE WEEK :

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16 Monday

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17 Tuesday

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18 Wednesday

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**Develop a passion for learning. If you do, you will never cease to grow.**

**– Anthony J. D'Angelo**

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19 Thursday

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**Holiday : Moharrum**

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20 Friday

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**Nursery & Jr. Kg. Colouring Competition**

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**Sr. Kg. Drawing & Colouring**

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21 Saturday

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**AUGUST 2021**

THOUGHT FOR THE WEEK :

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23 Monday

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24 Tuesday

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25 Wednesday

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Change is the end result of all true learning.

– Leo Buscaglia

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26 Thursday

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27 Friday

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28 Saturday

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**AUG - SEPTEMBER 2021**

THOUGHT FOR THE WEEK :

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30 Monday

**Holiday : Janmashtami**

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31 Tuesday

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1 Wednesday

**You cannot believe in God until you believe in yourself.**

**– Swami Vivekananda**

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2 Thursday

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3 Friday

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4 Saturday

**Regular School**

**Teacher's Day**

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**SEPTEMBER 2021**

THOUGHT FOR THE WEEK :

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6 Monday

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7 Tuesday

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8 Wednesday

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**The more you like yourself, the less you are like anyone else, which makes you unique.**  
**– Walt Disney**

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9 Thursday

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10 Friday

**Holiday : Ganesh Chaturthi**

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11 Saturday

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**SEPTEMBER 2021**

THOUGHT FOR THE WEEK :

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13 Monday

**Holiday**

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14 Tuesday

**Holiday**

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15 Wednesday

**Success is not final, failure is not fatal; it is the courage to continue that counts.**

**–Winston Churchill**

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16 Thursday

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**Primary Hindi Elocution**

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17 Friday

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18 Saturday

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**Hindi Diwas Celebration**

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**Hindi Dramatics Inter-House**

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**Regular School**

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**SEPTEMBER 2021**

THOUGHT FOR THE WEEK :

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20 Monday

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21 Tuesday

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22 Wednesday

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The two most powerful warriors are patience & time.

– Leo Tolstoy

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23 Thursday

**EOE Day 1**

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24 Friday

**EOE Day 2**

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25 Saturday

**SEPT. - OCTOBER 2021**

THOUGHT FOR THE WEEK :

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27 Monday

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28 Tuesday

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29 Wednesday

**Pre-Primary Recitation Elimination**

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**Obstacles are those frightful things you see when you take your eyes off your goal.**

**– Henry Ford**

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30 Thursday

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**Primary Music Day**

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1 Friday

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**Pre-Primary Recitation Finals**

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2 Saturday

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**Holiday : Lalbahadur Shastri and Mahatma Gandhi Jayanti**

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**OCTOBER 2021**

THOUGHT FOR THE WEEK :

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4 Monday

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5 Tuesday

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6 Wednesday

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**Raise your words, not voice. It is rain that grows flowers, not thunder.**

**– J. Rumi**

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7 Thursday

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**M. R. Pai**

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8 Friday

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9 Saturday

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**OCTOBER 2021**

THOUGHT FOR THE WEEK :

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11 Monday

**Jr. & Sr. Kg. Handwriting Competition**

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12 Tuesday

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13 Wednesday

**The power of imagination makes us infinity**

**– John Muir**

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14 Thursday

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15 Friday

**Holiday : Dusshera**

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16 Saturday

**Regular School**

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**OCTOBER 2021**

THOUGHT FOR THE WEEK :

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18 Monday

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19 Tuesday

**Eid-E-Milad**

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20 Wednesday

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Try to leave the Earth a better place than when you arrived.

– Sidney Sheldon

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21 Thursday

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22 Friday

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23 Saturday

**Regular School**

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**OCTOBER 2021**

THOUGHT FOR THE WEEK :

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25 Monday

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26 Tuesday

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27 Wednesday

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**That one plant should be sown and another be produced cannot happen; whatever seed is sown, a plant of that kind even come forth. – Guru Nanak**

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28 Thursday

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29 Friday

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30 Saturday

**Annual Day**

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**NOVEMBER 2021**

THOUGHT FOR THE WEEK :

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1 Monday

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**School Closes for Diwali Vacation**

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**(1st Nov. to 14th November 2021)**

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2 Tuesday

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3 Wednesday

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**It's fine to celebrate success but it is more important to need the lessons of failure.**  
**– Bill Gates**

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4 Thursday

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5 Friday

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6 Saturday

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**NOVEMBER 2021**

THOUGHT FOR THE WEEK :

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15 Monday

**School Reopens**

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16 Tuesday

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17 Wednesday

**One reason people resist change is because they focus on what they have to give up,  
instead of what they have to gain** **– Rick Godwin**

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18 Thursday

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**Sr. Kg. Story Telling Elimination**

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19 Friday

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**Holiday : Guru Nanak Jayanti**

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20 Saturday

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**NOVEMBER 2021**

THOUGHT FOR THE WEEK :

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22 Monday

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**ICSE 2nd Unit Test Commences**

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**Sr. Kg. Story Telling Final**

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23 Tuesday

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24 Wednesday

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**A national festival is an occasion to refine and rebuild the national character.**

**– Narendra Modi**

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25 Thursday

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26 Friday

**Grade 5 Camp.**

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27 Saturday

**Grade 5 Camp.**

**Grade 4 Camp.**

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**NOV. - DECEMBER 2021**

THOUGHT FOR THE WEEK :

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29 Monday

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30 Tuesday

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1 Wednesday

**I Preliminary Examination Commences**

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**The new year stands before us, like a chapter in a book, waiting to be written.  
We can help write that story by setting goals. – Helen Keller**

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2 Thursday

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3 Friday

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4 Saturday

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**DECEMBER 2021**

THOUGHT FOR THE WEEK :

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6 Monday

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7 Tuesday

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8 Wednesday

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**In order to carry a positive action we must develop here a positive vision.**

**– Dalai Lama**

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9 Thursday

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10 Friday

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11 Saturday

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**DECEMBER 2021**

THOUGHT FOR THE WEEK :

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13 Monday

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14 Tuesday

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15 Wednesday

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Your Positive action combined with positive thinking results in success

- Shiv Khera

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16 Thursday

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17 Friday

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18 Saturday

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**DECEMBER 2021**

THOUGHT FOR THE WEEK :

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20 Monday

**Heats**

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21 Tuesday

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22 Wednesday

**Annual Sports Day**

**There is much more to being a patriot and a citizen than reciting the pledge of raising a flag.**  
– Jesse Ventura

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23 Thursday

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**School Closes for Christmas Vacation**

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**(23rd Dec. 2021 to 2nd Jan. 2022)**

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24 Friday

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25 Saturday

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**JANUARY 2022**

THOUGHT FOR THE WEEK :

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3 Monday

**School Reopens**

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4 Tuesday

**Second Preliminary Examination Commences**

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5 Wednesday

**Don't judge each day by the harvest you reap but by the seeds that you plant.**  
**– Robert Louis Stevenson**

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6 Thursday

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7 Friday

**Student Council Election for AY 2022-23**

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8 Saturday

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**JANUARY 2022**

THOUGHT FOR THE WEEK :

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10 Monday

**ICSE Project Week**

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11 Tuesday

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12 Wednesday



**There are two ways of spreading light to be the candle or the mirror that reflects it**  
**– Edith Wharton**

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13 Thursday

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14 Friday

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**Holiday : Makar Sankranti**

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15 Saturday

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**JANUARY 2022**

THOUGHT FOR THE WEEK :

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17 Monday

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18 Tuesday

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19 Wednesday

**IG & AL Farewell**

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**Believe you can and you're halfway there.**

**– Theodore Roosevelt**

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20 Thursday

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21 Friday

**ICSE Farewell Grade 10**

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22 Saturday

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**JANUARY 2022**

THOUGHT FOR THE WEEK :

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24 Monday

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25 Tuesday

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26 Wednesday

**Republic Day**

**Prize Distribution**

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**Don't dwell on what went wrong. Instead, focus on what to do next spend your energies on moving forward toward finding the answer.** **– Denis Waitley**

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27 Thursday

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**Primary UOI - 2**

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28 Friday

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**Primary UOI - 2**

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29 Saturday

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**JAN. - FEBRUARY 2022**

THOUGHT FOR THE WEEK :

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31 Monday

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1 Tuesday

**Annual Examination Commences**

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2 Wednesday

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**Don't let yesterday take up to much of today.**

**– Will Rogers**

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3 Thursday

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4 Friday

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5 Saturday

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**FEBRUARY 2022**

THOUGHT FOR THE WEEK :

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7 Monday

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8 Tuesday

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9 Wednesday

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**Failure will never overtake me if my determination to succeed is strong enough.**

**– OG Mandino**

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10 Thursday

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11 Friday

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12 Saturday

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**FEBRUARY 2022**

THOUGHT FOR THE WEEK :

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14 Monday

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15 Tuesday

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16 Wednesday

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**We generate fears while we sit. We overcome them by action.**

**– Dr. Henry Link**

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17 Thursday

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18 Friday

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19 Saturday

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**FEBRUARY 2022**

THOUGHT FOR THE WEEK :

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21 Monday

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22 Tuesday

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23 Wednesday

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**The only limit to our realization of tomorrow will be our doubts of today.**

**– Franklin D. Roosevelt**

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24 Thursday

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25 Friday

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26 Saturday

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**FEB. - MARCH 2022**

THOUGHT FOR THE WEEK :

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28 Monday

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**Pre-Primary Graduation Day**

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**Report Card**

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1 Tuesday

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2 Wednesday

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**You don't have to be great to start, but you have to start to be great.**

**– Zig Ziglar**

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3 Thursday

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4 Friday

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5 Saturday

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LIBRARY

Name \_\_\_\_\_

Sr.No.	Date of Borrowing	Title of the Book



## RECORD

Grade \_\_\_\_\_ Div. \_\_\_\_\_

Author	Date of *Return	Librarian's Signature

\* Refer to Rule No. 3 on Page No. 15

LIBRARY

Name \_\_\_\_\_

Sr.No.	Date of Borrowing	Title of the Book



LEAVE

Name \_\_\_\_\_

Date of Sanction	Number of Days' Leave	Date (s) of Leave	Reason

PARENTS SHOULD MAKE IT  
It will be the responsibility of the pupil remaining absent

# RECORD

Grade \_\_\_\_\_ Div. \_\_\_\_\_

	Medical Certificate given Yes / No.	Parent's Signature	Principal's Signature	Class Teacher's Signature

A POINT TO USE THIS PAGE  
from School to make up the syllabus completed in class  
\* Refer to Rule No. 3 and 5 on Page No. 22

ABSENCE

Name \_\_\_\_\_

Date of Sanction	Number of Days' Leave	Date (s) of Leave	Reason

PARENTS SHOULD MAKE IT  
It will be the responsibility of the pupil remaining absent

## RECORD

Grade \_\_\_\_\_ Div. \_\_\_\_\_

	Medical Certificate given Yes / No.	Parent's Signature	Principal's Signature	Class Teacher's Signature

A POINT TO USE THIS PAGE  
from School to make up the syllabus completed in class  
\* Refer to Rule No. 3 and 5 on Page No. 22

**COMPLAINTS**

**Note : More than three remarks per term will lead to detention/Suspension**

Reference : Homework Neglected, Incorrect / Incomplete

Date	Complaint	Action

1. Home-work assignment not done
2. Note books / text books / articles / library books not brought
3. Negligent and inattentive in the class
4. Non-submission of the acknowledgement slip of circular / report / medical form / note books.
5. Shabby incomplete uniform
6. Coming late to school
7. In need of a haircut



## RECORD

**Note : Class Teachers should check for the Parent's Signature**

Uniform, Late Coming to School, ill-equipped, etc.

Advised	Teacher's Signature	Parent's Signature	*Class Teacher's Signature

8. Disturbance to the class
9. Leaving the class / seat, repeatedly.
10. Misbehaviour / disobedience / impoliteness
11. Absent from detention / cultural activities / assembly
12. Parent's signature not brought
13. Found copying in the class
14. Missing school / extra classes
15. Leaving the school premises during the school hours without permission

### TEACHER'S

Completes work in time / any other

Date	Outstanding Performance	Remark

1. Punctual
2. Always in complete & neat uniform
3. Regular & sincere in work
4. Lends a helping hand to classmates & teachers

REMARK

Outstanding Performance, Project Work Excellence

Advised	Teacher's Signature	Parent's Signature	Class Teacher's Signature

- 5. Maintains discipline
- 6. Excellent in any Co-curricular activity
- 7. Participation in inter-school competitions

## DETENTION

Reference : Homework Neglected, Incorrect / Incomplete

Date	Time	Reason for Detention	Assignment

1. Home-work assignment not done
2. Note books / text books / articles / library books not brought
3. Negligent and inattentive in the class
4. Non-submission of the acknowledgement slip of circular / report / medical form / note books.
5. Shabby incomplete uniform
6. Coming late to school
7. In need of a haircut

## CLASS RECORD

Uniform, Late Coming to School ill-equipped, etc.

Teachers' Signature	Parent's Signature	Endorsement of Detention-in-Charge

8. Disturbance to the class
9. Leaving the class / seat, repeatedly.
10. Misbehaviour / disobedience / impoliteness
11. Absent from detention / cultural activities / assembly
12. Parent's signature not brought
13. Found copying in the class
14. Missing school / extra classes
15. Leaving the school premises during the school hours without permission

### SUBSCRIPTION LIST

Date	PARTICULARS	Amount		Signature of the Teacher in-charge
		Rs.	P.	

### CIRCULAR RECORD

Ref. No.	Date	Parent's Signature	Ref. No.	Date	Parent's Signature

## ABSENCE AND LATE

Name \_\_\_\_\_

	March	April	June	July	August	September
Monday	1		*		2	
Tuesday	2		*		3	
Wednesday	3		*		4	1
Thursday	4	1	*	1	5	2
Friday	5	*	*	2	6	3
Saturday	6	3	*	3	7	4
Monday	8	5	7	5	9	6
Tuesday	9	6	8	6	10	7
Wednesday	10	7	9	7	11	8
Thursday	*	8	10	8	12	9
Friday	12	9	11	9	13	*
Saturday	13	10	12	10	14	11
Monday	15	12	14	12	16	*
Tuesday	16	*	15	13	17	*
Wednesday	17	*	16	14	18	15
Thursday	18	15	17	15	*	16
Friday	19	16	18	16	20	17
Saturday	20	17	19	17	21	18
Monday	22	19	21	19	23	20
Tuesday	23	20	22	20	24	21
Wednesday	24	*	23	*	25	22
Thursday	25	22	24	22	26	23
Friday	26	23	25	23	27	24
Saturday	27	24	26	24	28	25
Monday	*	26	28	26	*	27
Tuesday	30	27	29	27	31	28
Wednesday	31	28	30	28		29
Thursday		29		29		30
Friday		30		30		
Saturday				31		

Sundays have been omitted.

\* Holidays have been indicated with asterisks.

Mar. 11 Mahashivratri	Apr. 14 Dr. B.A. Ambedkar Jayanti	Aug. 19 Moharrum
Mar. 29 Holi	Apr. 21 Ram Navmi	Aug. 30 Janmastami
Apr. 02 Good Friday	Jul. 21 Bakri-Id	Sep. 10 Ganesh Chaturthi
Apr. 13 Gudi Padwa		



## ATTENDANCE RECORD 2021 - 2022

Std. _____		Div. _____		House _____	
October	November	December	January	February	
	*		31		
	*			1	
	*	1		2	
	*	2		3	
1	*	3		4	
*	*	4	*	5	
4	*	6	3	7	
5	*	7	4	8	
6	*	8	5	9	
7	*	9	6	10	
8	*	10	7	11	
9	*	11	8	12	
11	15	13	10	14	
12	16	14	11	15	
13	17	15	12	16	
14	18	16	13	17	
*	*	17	*	18	
16	20	18	15	19	
18	22	20	17	21	
*	23	21	18	22	
20	24	22	19	23	
21	25	*	20	24	
22	26	*	21	25	
23	27	*	22	26	
25	29	*	24	28	
26	30	*	25		
27		*	26		
28		*	27		
29		*	28		
30			29		

Holidays for 2022 shall be announced later.

Oct. 02 Gandhi Jayanti  
 Oct. 15 Dushera  
 Oct. 19 Eid-e-Milad

Nov. 19 Guru Nanak Jayanti  
 Jan. 14 Makar Sankranti



## HOME WORK TIME - TABLE

\_\_\_\_\_ Class Teacher

Unit No.	Monday	Tuesday	Wednesday	Thursday	Friday
1					
2					
3					

Pupils are expected to spend at least half an hour every day on every unit.

If there is no written work, they are expected to read the subject/s they have in their home-work timetable.

They must pay attention to hand-writing, sharpened pencils, good erasers and to the use of a ruler. The use of ink-pen is allowed only from Std.V. The use of ball-point pen to do written work is not allowed upto class VIII.

PROJECT WORK

Subject	Name Of Teacher Incharge	Date Of Assign.	Topic

2021 - 2022

Date Of Completion	Parent's Sign.	Date Of Evaluation	Teacher's Sign.

## TEST RESULTS

(The marks on this sheet are to be entered by the pupil himself)

Name \_\_\_\_\_ Std. \_\_\_\_\_ Div. \_\_\_\_\_

Subject	I <sup>st</sup> Unit Test	I <sup>st</sup> Midterm	Project - I Formative
	Formative	Summative	
English Literature			
English Language			
Hindi			
History and Civics			
Geography			
Mathematics			
General Science / Physics			
Chemistry			
Biology			
Marathi			
Value Education			
General Knowledge			
Computer Studies / Commercial application			
Physical Education			
Co-curricular Activities			

## TEST RESULTS

(The marks on this sheet are to be entered by the pupil himself)

Name \_\_\_\_\_ Std. \_\_\_\_\_ Div. \_\_\_\_\_

Subject	II <sup>nd</sup> Unit Test	Project - II	Annual Summative (Term-II)
	Formative	Formative	
English Literature			
English Language			
Hindi			
History and Civics			
Geography			
Mathematics			
General Science / Physics			
Chemistry			
Biology			
Marathi			
Value Education			
General Knowledge			
Computer Studies / Commercial application			
Physical Education			
Co-curricular Activities			





## DATA SHEET



79 Marine Drive, Mumbai - 400 020. Phone : 2281 6980 / 2281 2662 / 61436 0000

Full Name \_\_\_\_\_  
Surname Name Father's Name/Mother's Name

Std. \_\_\_\_\_ Div. \_\_\_\_\_ Roll No. \_\_\_\_\_

Date of Birth (as per the General Register) \_\_\_\_\_

General Register No. \_\_\_\_\_

Aadhar Card No. \_\_\_\_\_

Height (cm.) \_\_\_\_\_ Weight (kg.) \_\_\_\_\_ Blood Group \_\_\_\_\_

Religion \_\_\_\_\_ Occupation \_\_\_\_\_

House \_\_\_\_\_ Activity Group \_\_\_\_\_

Address \_\_\_\_\_

Telephone No. : Residence \_\_\_\_\_ Office \_\_\_\_\_

Mobile \_\_\_\_\_ E-mail \_\_\_\_\_

Hobbies \_\_\_\_\_

Full Name of Brother/Sister, studying in this school :

Name : \_\_\_\_\_

Class : \_\_\_\_\_ Div. : \_\_\_\_\_

I certify that the above information is correct. I have read the rules and regulations laid down in the calender and agree to abide by them.

Date

2021-22

Signature of the Parent



## DATA SHEET



79 Marine Drive, Mumbai - 400 020. Phone : 2281 6980 / 2281 2662 / 61436 0000

Full Name \_\_\_\_\_  
Surname Name Father's Name/Mother's Name

Std. \_\_\_\_\_ Div. \_\_\_\_\_ Roll No. \_\_\_\_\_

Date of Birth (as per the General Register) \_\_\_\_\_  
\_\_\_\_\_

General Register No. \_\_\_\_\_

Aadhar Card No. \_\_\_\_\_

Height (cm.) \_\_\_\_\_ Weight (kg.) \_\_\_\_\_ Blood Group \_\_\_\_\_

Religion \_\_\_\_\_ Occupation \_\_\_\_\_

House \_\_\_\_\_ Activity Group \_\_\_\_\_

Address \_\_\_\_\_  
\_\_\_\_\_

Telephone No. : Residence \_\_\_\_\_ Office \_\_\_\_\_

Mobile \_\_\_\_\_ E-mail \_\_\_\_\_

Hobbies \_\_\_\_\_

Full Name of Brother/Sister, studying in this school :

Name : \_\_\_\_\_

Class : \_\_\_\_\_ Div. : \_\_\_\_\_

I certify that the above information is correct. I have read the rules and regulations laid down in the calender and agree to abide by them.

Date

2021-22

Signature of the Parent



SPORTS FORM 2021 -2022

SPORTSMAN'S OATH

"We the Athletes of the HVB Academy promise that we shall take part in our School Annual Athletic Meet in loyal competition, respecting the regulations which govern it and a desire to participate in it in the true spirit of sportsmanship for the honour of our school and for the glory of sports."

The Sports outfit is compulsory for Assemblies, P.Ed. Periods and all sport activities.

SCHEDULE FOR THE INDOOR GAMES

Month	Group	Games
June	Sub-Juniors	T.T., Carrom, Chess, (Eliminations)
July	Juniors	T.T., Carrom, Chess (Eliminations)
June	Seniors	T.T., Carrom, Chess (Eliminations)
July	Sub-Juniors, Juniors, Seniors	T.T., Carrom, Chess (Finals)

SCHEDULE FOR THE OUTDOOR GAMES

Month	Games
July	Interhouse Hockey, Interhouse Football
January	Interhouse Volleyball, Interhouse Kabaddi
Nov-Dec	Cricket



## APPLICATION FOR RE-ISSUE OF ID CARDS

Form : 1  
(Fill in Block Letters)

1. Name \_\_\_\_\_  
First Name      Mother's Name      Father's Name      Surname
2. G. R. No. \_\_\_\_\_
3. Aadhar Card No. \_\_\_\_\_
4. Std. \_\_\_\_\_ Div. \_\_\_\_\_
5. Section : Pre-Primary / Primary / Jr. Secondary / Sr. Secondary  
(Std. VI to VII) (Std. VIII to X)
6. Address : \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_
7. Blood Group : \_\_\_\_\_
8. Tel Nos : (R) \_\_\_\_\_ Mobile : \_\_\_\_\_  
(O) \_\_\_\_\_

Class Teacher please check and verify that the form has 230 been duly filled.

\_\_\_\_\_  
**Parent's Signature**

\_\_\_\_\_  
**Class Teacher's Signature**

(Submit at the Account Section along with Rs. 500/-)

**Note :** No I-D Card Will be Issued After you Utilize This Form





**APPLICATION FOR HOUSE BADGE / SCHOOL BADGE /  
I - CARD HOLDER / LANYARD**

**Form No. 1**

Name : \_\_\_\_\_

Grade : \_\_\_\_\_ Div. \_\_\_\_\_

Kindly Issue me a new

I-Card Holder for Rs. 10/-

Lanyard for Rs. 15/-

Date :

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Class Teacher's Signature



**APPLICATION FOR HOUSE BADGE / SCHOOL BADGE /  
I - CARD HOLDER / LANYARD**

**Form No. 2**

Name : \_\_\_\_\_

Grade : \_\_\_\_\_ Div. \_\_\_\_\_

Kindly Issue me a new

I-Card Holder for Rs. 20/-

Lanyard for Rs. 20/-

Date :

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Class Teacher's Signature

**Note :** No Badges will be issued after you Utilize this Form.



**INDOOR GAMES TOURNAMENTS 2021-2022**  
**ENTRY FORM**

Roll No. \_\_\_\_\_ Competitor's No. \_\_\_\_\_

Name \_\_\_\_\_ G. R. No. \_\_\_\_\_

House \_\_\_\_\_ Std. & Div. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age \_\_\_\_\_ on 1-7-2021

Entry Group : Seniors Secondary ( 1-1-2003 - 31-12-2005) Seniors / Juniors / Sub-Juniors (Boys and Girls)

Games	Seniors : Born between 1.1.2006 & 31.12.2007		Juniors : Born between 1.1.2008 & 31.12.2009		Sub-Juniors : Born between 1.1.2010 & 31.12.2011	
Table Tennis	Singles	Doubles	Singles	Doubles	Singles	Doubles
Badminton	Singles	Doubles	Singles	Doubles	Singles	Doubles
Carrom	Singles	Doubles	Singles	Doubles	Singles	Doubles
Chess	Singles	-	Singles	-	Singles	-

Name of the Partner	Game	Group	Signature
	Table Tennis	Seniors	
	Table Tennis	Juniors	
	Table Tennis	Sub-Juniors	
	Badminton	Seniors	
	Badminton	Juniors	
	Badminton	Sub-Juniors	
	Carrom	Seniors	
	Carrom	Juniors	
	Carrom	Sub-Juniors	

Please tick, wherever necessary.

Signature of the Competitor

## INDOOR GAMES TOURNAMENTS 2021-2022

### **Groups :**

SENIORS - Born on or after 1.1.2006

JUNIORS - Born on or after 1.1.2008

SUB-JUNIORS - Born on or after 1.1.2010

### **Rules :**

1. The Juniors can participate in the Seniors, events.
2. Pupils shall use their own rackets. Other requirements will be provided by the school.
3. Matches shall be played in the School Hall / at an outside venue.
4. The duly filled-in Entry Form should reach the Sports Master's by April 16, 2021. Entries will not be accepted after this date.
5. All the players must obey the Tournament In-charge of the game.
6. House teams must be selected by the Games Captain and should be approved by the House Master.
7. Tournaments will be conducted as per the availability of the school hall or an outside venue.
8. The partners cannot be changed, once they are selected. For doubles the partner has to be from the same house.

**ANNUAL SPORTS 2021 - 2022**

<b>GROUPS</b>	<b>EVENTS</b>
OPEN	(Above 14 years only) (1) 1500 M. Run                   OR   (2) 800 M. Run (3) Discuss Throw                OR   (4) Shot Put
SENIORS SECONDARY	(Above 16 years only) Born from 1.1.2004 to 31.12.2005 (5) 100 M. Run                                   (6) 200 M. Run or (7) 400 M. Run                                   (8) Long Jump or (9) Javelin Throw
SENIORS	(Under 16 years and above) Born from 1.1.2006 to 31.12.2007 (10) 100 M. Run                               (11) 200 M. Run or (12) 400 M. Run                               (13) Long Jump or (14) Javelin Throw
INTERMEDIATE	(Under 14 years and above 12 years) Born from 1.1.2008 to 31.12.2009 (15) 100 M. Run                               (16) 200 M. Run or (17) 400 M. Run                               (18) Long Jump or (19) Javelin Throw
JUNIORS	(Under 12 years and above 10 years) Born from 1.1.2010 to 31.12.2011 (20) 50 M. Run                                 (21) 100 M. Run or (22) 200 M. Run                                 (23) Long Jump or (24) Javelin Throw
SUB-JUNIORS	(Under 10 years and above 8 years) Born from 1.1.2012 to 31.12.2013 (25) 100 M. Run                               (26) Long Jump (27) Javelin Throw
MID-GETS	(Under 8 years and above 6 years) Born from 1.1.2014 to 31.12.2015 (28) 50 M. Run                                 (29) Obstacle Race (30) Book Balance

GET SET GO FOR LIFE  
**HOB Academy**  
*Humanity - Versatility - Brilliance*  
**ANNUAL SPORTS 2021 - 2022**

- N.B.** 1. All Students can take part only in 3 events.
2. Students above 14 years can take part in Open Events.
3. After filling in the Entry Form given behind, it should be handed over to the Class Teacher who will hand over the same to the House Masters after checking the relevant entries.
4. House Master will hand over the group list and entry forms to the Sports Master on/ before August.

Std. \_\_\_\_\_ Div. \_\_\_\_\_

**ANNUAL SPORTS 2021 - 2022  
 ENTRY FORM**

Boys / Girls

Roll No. \_\_\_\_\_ Competitor's No. \_\_\_\_\_

Name \_\_\_\_\_ G. R. No. \_\_\_\_\_

House \_\_\_\_\_ Std. and Div. \_\_\_\_\_

Date of Birth \_\_\_\_\_ Age. \_\_\_\_\_ on 1-7-2021

Sports Group : Senior Secondary / Seniors / Intermediate / Juniors / Sub-Juniors /  
 Midgets / Tenders / Toddlers / Tiny Tots.

Events :

--	--	--	--	--	--	--

OPEN

For above 14 years

(Write only the number of event/s in the box, referring to those given at the back from your group.)

\_\_\_\_\_  
 Signature of the Competitor

\_\_\_\_\_  
 Signature of the Sports Master

\_\_\_\_\_  
 Class Teacher

\_\_\_\_\_  
 House Master

### Rules and Regulations for Track & Field Events

1. A competitor can take part only in 3 events from their group.
2. Boys/Girls above 14 years can take part in only 3 open events.
3. No athlete will be permitted to compete in any event without a proper chest number given by the house master and duly pinned on the chest or back with four pins.
4. For Track and Field event athletes will wear House T-shirts / Jersey and Shorts.
5. Relay event – In the relay event the competitor must also participate in one age-group only (i.e. the same age-group he/she is participating in individual event)
6. If there are less than (6) six entries from different house in an event then that event will be cancelled.
7. March Pass – The squad will consist of 30 Girls/Boys who will march three abreast plus one flag bearer and one placard bearer.
8. After filling in the Entry Form given behind it should be handed over to the class teacher who will handover the same to the House Masters after checking the relevant entries.
9. House master will handover the group list and entry forms to the sports master's on/before August.

10.

Scoring of points	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>
Individual Championship	5	3	1
Relay	7	5	4
Team Championship	7	5	4
Marchpass / PT Display	10	5	3



RECORD OF FIELD TRIP (INTIMATION)

Dear Parent,

The students will be taken to \_\_\_\_\_  
on \_\_\_\_\_ during class hours.

The students must come in proper school uniform and carry their own snacks and water bottle duly labelled. Bus facility will / will not be available for picking / dropping.

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent

RECORD OF FIELD TRIP (INTIMATION)

Dear Parent,

The students will be taken to \_\_\_\_\_  
on \_\_\_\_\_ during class hours.

The students must come in proper school uniform and carry their own snacks and water bottle duly labelled. Bus facility will / will not be available for picking / dropping.

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent



FORM FOR RAILWAY CONCESSION

Address \_\_\_\_\_  
\_\_\_\_\_

To,  
**The Principal**  
HVB Global Academy  
79, Marine Drive,  
Mumbai - 400 020.

Dear Principal,

Please furnish me with the Railway Concession for my Child / Ward.  
All necessary particulars are given below

Pupils' Name \_\_\_\_\_

Std. \_\_\_\_\_ Div \_\_\_\_\_ Roll No. \_\_\_\_\_ Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_

Age \_\_\_\_\_ Years \_\_\_\_\_ Month \_\_\_\_\_

a. From School to his / her native place  
Central / Western Railway

From \_\_\_\_\_ (Station) to \_\_\_\_\_ (Station)

b. His / Her native place to school

From \_\_\_\_\_ (Station) to \_\_\_\_\_ (Station)

The Approximate Date of Departure

The Approximate Date of Arrival

I hereby solemnly affirm that the above mentioned information is correct and I am aware that the misuse of concession ticket or allowing another person to use the ticket is a fraud, which will render the user liable to prosecution or other penalty.

Thank you,

Yours faithfully

(Signature of Parent)



## RECORD OF OUTDOOR EVENTS

Dear Parent,

The students will be taken to \_\_\_\_\_  
on \_\_\_\_\_ for \_\_\_\_\_ from \_\_\_\_\_  
to \_\_\_\_\_. The students must come in proper school uniform and carry  
their own snacks and water bottle. Bus Service will be / will not be available. You are  
requested to collect your child from school at \_\_\_\_\_

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent

## RECORD OF OUTDOOR EVENTS

Dear Parent,

The students will be taken to \_\_\_\_\_  
on \_\_\_\_\_ for \_\_\_\_\_ from \_\_\_\_\_  
to \_\_\_\_\_. The students must come in proper school uniform and carry  
their own snacks and water bottle. Bus Service will be / will not be available. You are  
requested to collect your child from school at \_\_\_\_\_

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent

## INFORMATION ABOUT HOLIDAYS

The School will remain closed on \_\_\_\_\_ for / on account  
(DATE)  
of \_\_\_\_\_  
(REASON)

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent

The School will remain closed on \_\_\_\_\_ for / on account  
(DATE)  
of \_\_\_\_\_  
(REASON)

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent

The School will remain closed on \_\_\_\_\_ for / on account  
(DATE)  
of \_\_\_\_\_  
(REASON)

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent

INFORMATION ABOUT CLASS PICNIC

Dear Parent,

The Children will be taken to \_\_\_\_\_

on \_\_\_\_\_ from \_\_\_\_\_ to \_\_\_\_\_

Bus Service to collect children will / will not be available.

Bus Service to drop children will / will not be available.

Non Bus students will report to school at \_\_\_\_\_

Please send Rs. \_\_\_\_\_ with your child to the class teacher by \_\_\_\_\_

you are requested to collect your child from school at \_\_\_\_\_ p.m.

\_\_\_\_\_  
Signature of Teacher

\_\_\_\_\_  
Signature of Parent

All leave application should be as per the given format only

FORMAT FOR LEAVE APPLICATION

Parents Address

Date \_\_\_\_\_

To,  
**The Principal**  
HVB Global Academy  
79, Marine Drive,  
Mumbai - 400 020.

Respected Madam,

I would be grateful if you could kindly grant my child (Name) \_\_\_\_\_  
studying in Std. \_\_\_\_\_ Div \_\_\_\_\_ of your esteemed Institution leave for \_\_\_\_\_  
(Number of days) from \_\_\_\_\_ (Date of leave) to \_\_\_\_\_  
(Date of leave) due to \_\_\_\_\_  
\_\_\_\_\_ (reason for taking leave)

We assure you that our child will work hard to cover all the work that she misses during this period.

Any inconvenience caused is sincerely regretted.

Thank you,  
Yours faithfully

Signature of Parent

Name of Parent \_\_\_\_\_



## International Days suitable for school celebration

15th March	World Consumer's Day World Disable Day
21st March	World Forestry Day
23rd March	Shaheed Day & Meteorological Day
29th March	National Navigation Day
1st April	Indian Air Force Day
7th April	World Health Day
8th April	D. A. Revolutionary Mangal Pandey (1857)
14th April	Fire Brigade Day
17th April	World Haemophila Day
18th April	World Heritage Day Mahavir Jayanti
22nd April	World Day
1st May	Foundation of Maharashtra State International Worker's Day
7th May	B. A. Rabindranath Tagore (1861)
8th May	World Red Cross Day
11th May	National Technology Day
14th May	Mother's Day
17th May	World Telecommunication Day
22nd May	B. A. Raja Ram Mohan Roy (1772)
23rd May	Bachendri Pal become first Indian woman to climb above Mount Everest (1984)
27th May	D. A. Jawaharlal Nehru
29th May	Edmund Hillary & Tensing Norgay
31st May	World Anti - Tobacco Day
2nd June	Alexander Graham Bell invented Telephone (1862)
3rd June	Maharana Pratap Jayanti
5th June	International Environment Day Cleanliness Day
7th June	D. A. Rani Lakshmibai of Jhansi (1858)
10th June	Int. Eye Donation Day
25th June	B. A. Bankimchandra Chattarjee
28th June	First World War started (1914)
1st July	Maharashtra Agriculture Day
3rd July	D. A. Sant Namdeo Maharaj
4th July	D. A. Swami Vivekanand

## International Days suitable for school celebration

11th July	World Population Day
13th July	D. A. Baji Prabhu Deshpande (1660)
18th July	Foundation day of Mumbai University (1857)
22nd July	The Tricolour become the National Flag (1947)
23rd July	Tree Plantation B. A. Lokmanya Tilak / Chandrashekar Azad
27th July	Sant Namdeo Punyatithi
29th July	D. A. Ishwarchandra Vidyasagar (1901)
1st August	D. A. Lokmanya Tilak (1920)
2nd August	D. A. Alexander Graham Bell (1922)
6th August	Hiroshima Day
7th August	D. A. Nobel Laureate Rabindranath Tagore (1941)
9th August	Nagasaki Day
11th August	D. A. Madame Bhikai Cama
13th August	D. A. Ahilyabai Holkar
15th August	Independence Day
18th August	D. A. Netaji Subhash Chandra Bose
20th August	Foundation Day of Brahma Samaj
23rd August	Foundation Day of Dr. Ambedkar University (1958)
29th August	National Sport Day
1st September	2nd World War Started 1939
4th September	Foundation Day of Mumbai Corporation (1873)
5th September	Teacher's Day
8th September	International Literacy Day
14th September	Hindi Day
16th September	World Ozone Day
23rd September	Vishv Din Equatorial Day Satyashodhak Samaj Founded by Mohatma Joytiba Phule
27th September	D. A. Raja Ram Mohan Roy (1833)
28th September	B. A. Shaheed Bhagatsingh (1907) D. A. Scientist Louis Pasteur (1895)
1st October	Senior Citizen Day International Day for Elderly
2nd October	Mahatma Gandhi Jayanti (1869) Lal Bahadur Shastri Jayanti (1904)
3rd October	World Habital Cleanliness Day
4th October	World Animal Welfare Day

## International Days suitable for school celebration

5th October	D. A. Guru Gobind Singh (1708)
8th October	Indian Air Force Day
15th October	World White Cane Day (Guiding the blind)
19th October	Human Rights Day
21st October	Foundation Day of Azad Hind Sena (1943)
25th October	D. A. Saint Dyaneshwar
30th October	B. A. Dr. Homi Bhabha (1909)
2nd November	International Industrial Safety Day
11th November	B. A. Maulana Abdul Kalam Azad
14th November	Children's Day
15th November	D. A. Acharya Vinoba Bhave (1982)
16th November	B. A. Rani Lakshmibai of Jhansi (1835)
17th November	D. A. Lala Lajpatrao (1928)
18th November	D. A. Madhavrao Peshwa
19th November	National Unity Day B. A. Indra Gandhi (1917)
21st November	D. A. Dr. C. V. Raman
23rd November	D. A. Dr. Jagdishchandra Bose (1937)
25th November	Dr. A. P. J. Abdul Kalam Awarded Bharat Ratna (1997)
28th November	Punyatithi of Mahatma Jyotiba Phule (1890)
1st December	World AIDS Day N.C.C. Day
2nd December	Discovery of Atomic Power (1942)
3rd December	B. A. Dr. Rajendra Prasad
4th December	Navy Day
6th December	D. A. Dr. Babasaheb Ambedkar (1956)
10th December	Human Right Day
11th December	Foundation Day of UNICEF
18th December	Untouchability Eradication Day Minorities Rights Day
23rd December	Kisan Divas
24th December	Indian Consumer Day
26th December	B. A. Great Social Workers - Baba Amte
29th December	Guru Gobindsingh Jayanti
1st January	Anti Smoking Day
3rd January	B. A. Savitribai Phule
6th January	Journalist Day
10th January	B. A. Swami Vivekananda

## International Days suitable for school celebration

12th January	National Youth Day
14th January	Geography Day
15th January	Army Day
19th January	B. A. James Watt
20th January	B. A. Sir Ratanji Jamshedtji Tata
23rd January	B. A. Netaji Subhash Chandra Bose (1871)
24th January	Physical Education Day
26th January	Republic Day
28th January	National Science Day / B. A. Lala Lajpatrai
30th January	World Leprosy Eradication Day D. A. Mahatma Gandhi (1948)
4th February	D. A. Great Warrior Tenaji Malusare (1670)
8th February	B. A. Dr. Zakir Husain
13th February	B. A. Sarojini Naidu
15th February	D. A. Mirza Galib (1869)
17th February	D. A. First Revolutionary Vasudev Balwant Phadke (1883)
19th February	Shivaji Jayanti D. A. Gopal Krishna Gokhale
20th February	B. A. Mahatma Jotiba Phule
22nd February	B. A. Lord Robert Baden Powell (Founder of Scout Movement)
23rd February	D. A. Maulana Abdul Kalam Azad (1958)
24th February	Central Excise Day
25th February	D. A. Sant Eknath (1599)
26th February	D. A. Vinayak Damodar Savarkar
27th February	D. A. Chandrashekar Azad
28th February	National Science Day
2nd March	D. A. Sarojini Naidu (Poets & Nightingale of India) (1949)
3rd March	B. A. Alexander Graham Bell
4th March	Industrial Security Day
8th March	International Women's Day

**Note : D. A. Indicates Death Anniversary**

**B. A. Indicates Birth Anniversary**



**HVB GLOBAL ACADEMY (CAMBRIDGE In793)  
ZERO PERIOD TIME TABLE 2021-2022 GRADES 6<sup>th</sup> to 12<sup>th</sup>.**

Block No.	Start Time	End Time	Duration	Mon	Tue	Wed	Thu	Fri
Assembly	7.10 am.	7.25 am.	15 mins					
1	7.25 am.	8.00 am.	35 mins					
2	8.00 am.	8.40 am.	40 mins					
3	8.40 am.	9.15 am.	35 mins					
4	9.15 am.	9.50 am.	35 mins					
BREAK	9.50 am.	10.10 am.	20 mins	BREAK				
5	10.10 am.	10.50 am.	40 mins					
6	10.50 am.	11.30 am.	40 mins					
ZeroBlock	11.30 am.	12.20 pm.	50 mins					
BREAK	12.20 pm.	12.30 pm.	10 mins	BREAK				
7	12.30 pm.	1.10 pm.	40 mins					

